

# **SUMMER PROJECT REPORT**

**“Write Title of The Project Here.”**

**Submitted to:**

**Dr. Ambedkar Institute of Management Studies & Research,  
Deeksha Bhoomi, Nagpur**

**Submitted by:**

**Mr. / Ms. Write Student’s Name**

**Company Guide:**

**Mr. / Ms. Write Company Guide’s Name**

**Faculty Guide:**

**Dr. / Prof. Write Faculty’s Name**



**August 2017**



## CERTIFICATE

This is to certify that the investigation described in this report titled “**Summer Project Report Title**” has been carried out by **Mr / Ms. Student’s Name** during the summer internship project. The study was done in the organisation, **SIP Company Name**, in partial fulfillment of the requirement for the degree of Master of Business Administration of **R. T. M. Nagpur University, Nagpur.**

This work is the own work of the candidate, complete in all respects and is of sufficiently high standard to warrant its submission to the said degree.

The assistance and resources used for this work are duly acknowledged.

**Dr. Sudhir S. Fulzele**

**(Director)**

# **CERTIFICATE**

**(Attach a PHOTOCOPY of a certificate issued by the  
company)**

# ACKNOWLEDGEMENT

It is a matter of pride and privilege for me to have done a summer internship project in “**company name**” and I am sincerely thankful to them for providing this opportunity to me.

I am thankful to “**Mr. / Ms. Company Official’s Name**” for guiding me through this project and continuously encouraging me. It would not have been possible to complete this project without his / her support.

I am also thankful to all the faculty members of Dr. Ambedkar Institute of Management Studies & Research and particularly my mentor “**Dr. / Prof. Mentor’s name**” for helping me during the project.

Finally, I am grateful to my family and friends for their unending support.

**(Name and Signature of the Student)**

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## **PART 1**

### **A) COMPANY PROFILE**

- **Brief history.**
- **Management structure.**
- **Achievements, awards and latest developments.**
- **Products & Services offered.**
- **Performance & Market share.**
- **SWOT analysis.**

### **B) SECTOR OVERVIEW**

- **Sector size and major players.**
- **Regulations and regulatory bodies.**
- **Sector's contribution to economy.**
- **Problems faced by the sector in general and the company in particular.**
- **Future potential of the sector.**

## **PART 2**

### **A) ACTUAL WORK DONE**

- **Week wise details of the work done including the details of any specific tasks or projects assigned by the company.**
- **Key learning weekwise.**

(If a specific project was allotted to you then you need to prepare the following: 1. Title of the project allotted, 2. Objectives of the project, 3. Research methodology adopted – Sampling method and sample size, data collection tools used, etc. 3. Analysis and interpretation of the data collected)

**B) FINDINGS AND SUGGESTIONS**

**C) CONCLUSION**

**Appendix**

**Bibliography**

**LAST DATE OF SUBMISSION OF THE REPORT TO  
YOUR MENTOR IS 30<sup>TH</sup> AUGUST 2017.**

**SPR Settings:**

<b>Size of Report:</b>	<b>30 to 50 pages</b>
<b>Paper Size:</b>	<b>A 4</b>
<b>Binding Types:</b>	<b>Paperback (Spiral)</b>
<b>No. of Copies:</b>	<b>Two (1 for college &amp; 1 for the student)</b>
<b>Font Type:</b>	<b>Times New Roman</b>
<b>Font Size:</b>	<b>Headings 14, Text 12</b>
<b>Line Spacing:</b>	<b>2 points (Single spacing)</b>

# **SUMMER PROJECT PRESENTATION**

# **Slide 1**

***Title of The Project***

**Company Guide's Name**

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***Faculty Guide***

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Presented by:  
**Student's Name**

## **Slide 2**

- **About the company & its products & services**
- **Sector size and major players.**

## **Slide 3**

- **Performance & Market share.**

## **Slide 4**

- **Problems faced by the sector in general and the company in particular.**



## **Slide 5 – 7**

### **ACTUAL WORK DONE**

- **Week wise details of the work done including the details of any specific tasks or projects assigned by the company.**

## **Slide 8**

- **Key learning.**

## **Slide 9**

- **Findings and suggestions**

## **Slide 10**

- **Conclusion**

### **Guidelines:**

- **Presentation time per student is 15 minutes maximum and 5 minutes for Q & A.**
- **Last date of PPT submission in soft copy to your mentor is 30<sup>th</sup> August, 2017.**