B.V.SC. & A.H. INTERNSHIP MID-TERM EVALUATION GUIDELINES

FACULTY OF ANIMAL SCIENCE, VETERINARY SCIENCE AND FISHERIES
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Guidelines for midterm presentation of **Internship activities for B. V. Sc. and A. H. 10th semester** students

1. The internship committee will formulate the team for all the major sites.
2. The site evaluation committee will be of 3 members (including site coordinator) and the site advisor will be as the internal evaluator of the respective student.
3. **Criteria for evaluation**:
    a. Faculty monitoring team

Log book/activity book:	4 marks
Site activities:	2 marks
Attendance:	2 marks
Mid-term presentation:	2 marks

    b. Internal evaluation (by site advisor):   10 marks

    Total: **20 marks**

I. Internship Mid-term Presentation

a. Each student will get 7 minutes for presenting their internship activities (till date) and 5 minutes for discussion.
b. For presentation, strictly comply on the following specifications:
   − Maximum number of slides – 16, to discuss overall internship activities and more specifically focus what learnt during the course, followed by research proposal presentation (research proposal with progress should be within 4 slides limit).
   − Font and font size of slides: Times New Roman, font size at least 24
   − Major photographs of the activities can be inserted at the end of presentation slides.

Midterm presentation schedule

Students should present their activities and the progresses at their respective site (as posted by faculty), not at the point where they are at present. The event will conclude as per the following schedule:

Chitwan: 24 and 25th Magh, 2075

Kathmandu: 24 and 25th Magh, 2075

Pokhara: 25th Magh, 2075

(Specific venue and time for the above specified date and sites will be facilitated/informed by respective site coordinators)

II. Internship Midterm Report

a. Each student should submit <u>Internship midterm report</u>, not exceeding **7 pages**, covering the activities they learnt in different internship sites, typical cases they attended, and the internship research progresses till date.

b. Each student should prepare an **Internship Midterm Report** as per the following guidelines:
   – Font: Times New Roman
   – Font size: 12
   – Font style: Regular
   – Font color: Black
   – Margin: 1" on top, bottom, right and left
   – Spacing: 1.5
   – Citations as per APA rule
     (ref. http://afu.edu.np/sites/default/files/Guide_for_authors_JAFU.pdf)

c. Submission of **Internship Mid-term Report** (1 copy) during mid-term presentation (duly signed by the Site Advisor and the student), is mandatory. The report should be in order of Cover page (with transparency binding), Certificate (signatory page), Table of content and the text. The text of the report should contain the following sub-heads:
   – Introduction
   – Site activities (of all sites posted in brief)
   – Interesting cases handled (in the format of case-report)
   – Research proposal
   – Research progresses (if any)
   – Conclusion
   – Acknowledgement
   – Key references