

JNAN VIKAS MANDALS
Mohanlal Raichand Mehta College Of Commerce
Diwali Maa College Of Science
Amritlal Raichand Mehta College Of Arts
Dr. R.T. Doshi College of Computer Science
NAAC Re-Accredited Grade'A+'(CGPA: 3.31) (3rd Cycle)

Internship Report

Name of student : Hitakshi Suresh Tare

Class : M.com Part I

Roll No:332

Residential Address: Shivdhan Apartment,Block no 5, Bindu
Madhav Nagar, Digha Navi Mumbai 400
708

Email Id: hitakshitare@gmail.com

Contact Number: 8591084716

Aadhar Number: 8725 0845 5432

Pan Number: CFZPT1525F

Name Of the Organization: Jatin Dinesh Parmar Accountant &
Tax Consultant

Address Of Organization\Institute: G-5 Shreenath plaza, Near
Datta Mandir,Dhobi Ali,
Charai, Thane 400601



Hitakshi Suresh Tare

Room no 173/3, Shivdhan apt . bindu madhav nagar, digha goan,
Navi mumbai 400 708

918591084716 | hitakshitare@gmail.com

Declaration

I do hereby declare that the above information is true to the best of my knowledge.

Education

- **Shreeram Vidyalaya** 2017-18
SSC
60
- **University** 2019-20
HSC
65.65
- **University** 2022-23
B.com
6.65

Skills

- Ability to rapidly build relationship and set up trust
- Confident and Determined
- Ability to cope up with different situations.

Basic Known

- Microsoft office word, Marathi typing, English typing, tally

HITAKSHI SURESH TARE



JNAN VIKAS MANDAL'S

Mohanlal Raichand Mehta College of Commerce
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(Kannada Linguistic Minority)

Plot No.9, Sector 19, Airoli, Navi Mumbai - 400 708.

Affiliated to University of Mumbai

NAAC Reaccredited Grade A+ (CGPA:3.31) (3rd Cycle)

☎ 8591431228

Email: jvm_collegeairoli@yahoo.co.in

Website: www.jnanvikasmandal.com

Ref. No.: JVM/College/84-25/544./JNVM/50

Date: 10/6/24

To,
Jatin Dinesh Parmar
Accountant & Tax Consultant
Dhobi Ali, Charai
Thane

Subject: Relieving letter of student

Dear Sir/Madam,

We would like to inform you that Mr. Hitakshi Suresh Tare is applying for internship in your esteemed organisation as part of curriculum training for completing his/her Masters as per the guidelines of University of Mumbai.

This training being an essential part of the curriculum, the following guidelines have been prescribed in the curriculum for the training. You are therefore, requested to please issue following guidelines to the concerned student mentor.

- Internship schedule may be prepared and a copy of the same may be sent to us.
- Each student is required to prepare Internship diary and report.
- Kindly check the Internship diary of the student daily.
- Issue instruction regarding working hours during training and maintenance of the attendance record.

You are requested to evaluate the student's performance in our format. We are providing attendance sheet & Supervisor Evaluation of Intern.

The performance report may please be forwarded to the undersigned on completion of training in sealed envelope.

Your efforts in this regard will positively enhance knowledge and practical skills of the students, your cooperation will be highly appreciated, and we shall feel obliged.

Thanking you,


Dr. B. R. Deshpande
I/c Principal



4.5 Appendix V : Student Dairy (Log) Recording Formats

Week	Task Assigned	Activities Performed	Key Learnings	Additional Remarks
1 st Week	Intro to Tally and GST	1)Intro to GST (Good, service, Tax) basic. 2)Practice session on Tally data entry with GST transaction	Understanding the fundamental of GST, including different types	Assigned a team member for guidance.
2 nd Week	Data Entry	1)Hand on practice with data entry of sales invoice in tally	Understanding the importance of accurate and timely data entry in accounting processes	Hand on practice with weekly review with team member.
3 rd Week	Data Entry	1)Hand on practice with data entry of purchase invoice in tally	Understanding the importance of accurate and timely data entry in accounting processes.	Discussion on improving data entry techniques.
4 th Week	Bank Entry	1)Introduction to GSTR-2A reconciling. 2) Intro to bank statement reconciliation	Understanding the importing GSTR2A.	Detailed training on GSTR-2A
5 th Week	Bank Entry	1)Training on importing bank statement into tally.	Skills in importing and managing bank statement into tally	



JATIN DINESH PARMAR
ACCOUNTANT & TAX CONSULTANT

Add: G-5, Shreenath Plaza, Near Datta Mandir, Dhobi Ali, Charai, Thane 400 601
Email: parmarjatin18@yahoo.com **Mobile:** +91 9029207048

Date: 02/06/2024

Name of the Student	HITAKSHI SURESH TARE
Date of Joining	2 ND MAY 2024
Date of Leaving	2 ND JUNE 2024

Attendance of Month : 02nd May 2024 to 2nd June 2024

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1			H	P	P	P
2	P	P	P	P	p	p
3	P	P	P	A	P	P
4	P	P	H	P	P	P
5	p	P	P	P	P	



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Email: parmarjatin18@yahoo.com **Mobile:** +91 9029207048

Students Name: HITAKSHI SURESH TARE

Work Supervisor: Accounting

Please evaluate intern by including the frequency with which you observed the following behaviors:

Parameters	Needs Improvement	Satisfactory	Good	Excellent
Behaviors			✓	
Performs in a dependable manner			✓	
Cooperates in a dependable manner		✓		
Shows interests in work			✓	
Learns quickly			✓	
Shows initiative			✓	
Produce high quality work		✓		
Accepts responsibility		✓		
Accepts criticism		✓		
Demonstrates				
Organizational skills			✓	
Uses technical Knowledge and expertise			✓	
Shows goods judgment			✓	
Demonstrates creativity/originality			✓	
Analyzes problems effectively			✓	
Is self- reliant		✓		
Communication well	✓			
Writes effectively				✓
Has a professional attitude		✓		
Gives a professional appearance		✓		
Is punctual				✓
Uses times effectively			✓	



Student Feedback of Internship

Student Name: Hitakshi Suresh Tare

Date: 4/6/2014

Organization: JATIN DINESH PARMAR ACCOUNTANT & TAX CONSUTAT

Internship Address: G-5 shreenath plaza, near Datta Mandir, Dhobi Ali, charai, Thane 400601

Dates of Internship: From : 2nd May 2024

To: 1st June 2024

Was you Internship of your internship work

. Yes, to a large degree

. Yes, to a sight degree

. Yes, not related at all

This experience has:	Strongly Agree	Agree	NO opinion	Degree	Strongly Degree
Given me the opportunity to explore a career field		✓			
Allowed me to apply classroom theory to practice		✓			
Helped me develop my decision-making and problem-solving skills		✓			
Expanded my knowledge about the work world prior to permanent		✓			
Helped me develop my written and oral communication skills		✓			
Provided a chance to use leadership skills		✓			
Expanded my sensitivity to the ethical implication of the work involved		✓			
Made it possible for me to be more confident in new situations		✓			
Given me a chance to improve my interpersonal skills		✓			

Helped me discover new aspects of myself that I didn't know existed before		✓			
Helped me develop new interests and abilities		✓			
Helped me clarify my career goals		✓			
Provided me with contacts which may lead to future employment		✓			
Allowed me to acquire information and/ or use equipment not available at my institute		✓			

. How well were you able to accomplish the initial goals and tasks and new skills that were set down in your learning contract? In what ways were you able to take a new direction or expand beyond your contact? Why were some goals not accomplished adequately?

_ To complete initial tasks, I took guidance from seniors working in the same organization. Also, I've revised basic of accounting procedure with exposure of applied field.

. In what areas did not most develop and improve?

_ Handling of Tally software and Income tax filing process.

-Understanding business and industrial accounting.

. What has been the most significant accomplishment or satisfying moment of your internship?

_ understanding of Income tax filling and filling requirement.

_ GST R1 and GST R3B understanding with actual data.

.What did you dislike about the internship?

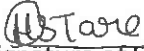
_ Internship program should be conducted/considered for at least three months to gain better understanding of industrial workflow.

. Considering your overall experience, how would you rate this internship?

- Satisfactory/ Good/ Excellent ✓

. Give suggestion as to how your internship experience could have been improved.

- Overall internship program is quite excellent. Additionally, after completion of internship, students should share their industrial experience with the entire class with appropriate examples or case studies. this overall knowledge sharing will enhances understanding of different domains/verticals of accounting.


Signature of Students

Name, Roll no, Dates