



JNAN VIKAS MANDAL'S

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: Neha Ramautar Yadav

Class: MCOM-I

Roll No: 339

Residential Address: R-115, Sector-4, Airoli, Navi Mumbai-400708

Email ID: ny279638@gmail.com

Contact Number: 9136784745

Aadhar Number: 7291 2831 7186

PAN Number: BICPY3172L

Name of organization/ Institute: CA B.B Bhosale & Company

**Address of Organization/ Institute: R-167 Nakshatra Association, Sector-4 Airoli,
Navi Mumbai 400708.**



Neha Yadav

R-115, Sector 4, Airoli, Navi Mumbai 400708.
9136784745 | Nehaayadav0405@gmail.com

Objective

To work in an organization which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of the organisation

Education

- JVM Mehta college of Arts science and Commerce
Mcom (currently pursuing) 2024
- University of Mumbai
Bcom
8.37 cgpa 2023
- Smt.Sushiladevi Deshmukh Junior college of Arts science and commerce.
12th
80.46 2020

Skills

- Tally(Basic)
- MS Excel(Basic)

Interests

- Reading Books
- Travelling

Languages

- English Hindi Marathi



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/ 24-25/ stu- (Intern-14)

Date: 7/6/2024

To,
CA B.B. Bhosale & Company
R.H no. 167, Nakshatra Assoc.
Sector -4, Airoli

Subject: Relieving letter of student

Dear Sir/Madam,

We would like to inform you that Ms. Neha Yadav is applying for internship in your esteemed organisation as part of curriculum training for completing is 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





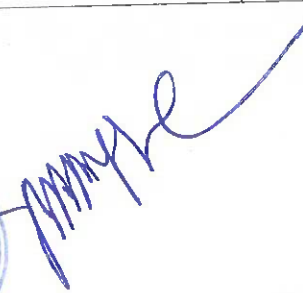
CA. BALASAHEB B. BHOSALE
Row House No. R-167, Sector-04,
Airoli, Navi Mumbai - 400708.

Student Diary (Log) Recording Format

Week	Task Assigned	Activities Performed	Key Learnings	Additional Remarks
01/05/2024 to 07/05/2024	Accounting	Bank Entries ,Sale and Purchase Bill Entry,GST Registration	To Maintain Appropriate Data in Tally ERP And MS Office	
08/05/2024 to 15/05/2024	Accounting	Bank Entries ,Sale and Purchase Bill Entry,GST Registration	Filing Of Monthly GST Data(Gstr-1&Gstr3B)	
16/05/2024 to 20/05/2024	GST	GST Return	Filing Of Monthly GST Data(Gstr-1&Gstr3B)	
21/05/2024 to 23/05/2024	Income Tax	Collection Of Data From Clients Regarding IT Return	Data Required For Filing Of IT Returns Like Aadhar Card PAN Card Bank Statement Etc.	
25/05/2024 To 30/05/2024	Tax Audit	Basic Step Required to Complete The Audit Work Process	Uses Of Computax For Colleting Gst Data And Mismatch	
31/05/2024 to 05/06/2024	All the Above Work			

Signature of Industry Supervisor




CA. BALASAHEB B. BHOSALE
 Row House No. R-167, Sector-04,
 Airoli, Navi Mumbai - 400708.

4.6. Appendix VI: Attendance Sheet

M/s. B.B.BHOSALE & CO.



ROW HOUSE NO:-R-167,SECTOR-04,
AIROLI,NAVI MUMBAI 400708.
Ph. 9322917172,9870283237
e-mail : bbbhosaleco@gmail.com

Name & Address of Organization

CA B.B Bhosale & company

R-167 Nakshatra Association, Sector-4 Airoli, Navi Mumbai 400708.

Name of the Student	Neha Ramautar Yadav
Roll Number	339
Name of Course	Internship
Date of Commencement of Training	01/05/2024
Date of Completion of Training	06/06/2024

Month and Year:

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	Present	Present	Present	Present	Present	Present
2	Present	Present	Present	Present	Present	Present
3	Present	Present	Absent	present	present	Present
4	Present	Present	present	present	Absent	present
5						
6						
7						

- Attendance Sheet should remain affixed in Daily Training Diary. Do not remove or tear it off.
- Holidays should be marked in Red Ink in attendance column. Absent should be marked as 'A' in Red Ink.

Name and Signature with date of Internship Supervisor:



mmpe
CA. BALASAHEB B. BHOSALE
Row House No. R-167, Sector-04,
Airoli, Navi Mumbai - 400708.

M/s. B.B.BHOSALE & CO.
Chartered Accountant



ROW HOUSE NO:-R-167,SECTOR-04,
AIROLI,NAVI MUMBAI 400708.
Ph. 9322917172,9870283237
e-mail : bbbhosaleco@gmail.com

Name of the Student: Neha Ramautar Yadav

Date: 06/06/2024

Name of the Work Supervisor: CA Balasaheb Bhagavat Bhosale

Designation/ Title: Accounts.

Name of the Organization: CA B.B.Bhosale And Co.

Internship Address: R-167 Nakshatra Association Sector-4 Airoli . Navi Mumbai - 400708 .

Dates of Internship: From 01/05/2024 06/06/2024

Please evaluate the intern by indicating the frequency with which you observed the following behavior:

Parameters	Needs Improvement	Satisfactory	Good	Excellent
Punctuality				✓
Cooperates with co-workers and supervisors				✓
Shows interest in work				✓
Shows initiative			✓	
Accepts responsibility			✓	
Accepts criticism			✓	
Uses technical knowledge and expertise				✓
Communicates well			✓	
Uses time effectively			✓	
Overall performance of student				✓

Additional comments, if any:

Signature of Industry supervisor



B.B. Bhosale
CA. BALASAHEB B. BHOSALE
Row House No. R-167, Sector-04,
Airoli, Navi Mumbai - 400708.

4.8. Appendix VIII: Student Feedback of Internship

Student Name: Neha Ramautar Yadav

Date: 06/06/2024

Industrial Supervisor: CA B.B Bhosale

Title: Accounts

Supervisor Email: bbbhosaleco@gmail.com

Internship is: Unpaid

Organization: CA B.B Bhosale & company

Internship Address: R-167, Nakshatra Association, Sector-4, Airoli, Navi Mumbai-400708

Faculty Coordinator: Hamida Patwari & Shital Shedge Department: Accounting

Dates of Internship: From 01/05/2024 To 06/06/2024

This experience has:	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
Given me the opportunity to explore a career field	Yes				
Allowed me to apply classroom theory to practice		Yes			
Helped me develop my decision-making and problem-solving skills	Yes				
Expanded my knowledge about the work world prior to permanent employment	Yes				
Helped me develop my written and oral communication skills	Yes				
Provided a chance to use leadership skills (influence others, develop ideas with others, stimulate decision-making and action)		Yes			
Expanded my sensitivity to the ethical implications of the work involved	Yes				
Made it possible for me to be more confident in new situations	Yes				
Given me a chance to improve my interpersonal skills	Yes				

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Expanded my sensitivity to the ethical implications of the work involved	YES				
Made it possible for me to be more confident in new situations	YES				
Given me a chance to improve my interpersonal skills	YES				
Helped me learn to handle responsibility and use my time wisely		YES			
Helped me discover new aspects of myself that I didn't know existed before		YES			
Helped me develop new interests and abilities		YES			
Helped me clarify my career goals	YES				
Provided me with contacts which may lead to future employment	YES				
Allowed me to acquire information and/ or use equipment not available at my Institute	YES				

- In the Institute internship program, faculty members are expected to be mentors for students. Do you feel that your faculty coordinator served such a function? Why or why not?
 yes I feel that our faculty coordinator served as a function they have extensive knowledge experience in their field their guidance helps me to navigate complex concepts and practical application

- How well were you able to accomplish the initial goals, 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 contract? Why were some goals not accomplished adequately?
I was able to achieve the primary goals set at the beginning of the internship, such as completing specific projects, meeting deadlines, and producing high-quality work. I managed my tasks effectively by prioritizing them based on deadlines and importance, allowing me to stay organized and productive.

- In what areas did you most develop and improve?
I gained hands-on experience with accounting principles, including bookkeeping, ledger management, and financial statement preparation. I learned about various tax regulations and compliance requirements, assisting in tax return preparation and understanding the intricacies of tax planning. I participated in audit processes, learning how to examine financial records, assess compliance with standards, and identify discrepancies.

- What has been the most significant accomplishment or satisfying moment of your internship?
Playing a key role in completing a complex audit for a major client, ensuring compliance with all regulations, and receiving positive feedback from both the client and my supervisor. Identifying inefficiencies in the bookkeeping process and implementing a new system that streamlined operations, saved time, and

- What did you dislike about the internship?
Some tasks were highly repetitive and monotonous, such as data entry and routine bookkeeping, which at times felt tedious. Occasionally, the work assigned was more observational than participatory, limiting my ability to engage actively and learn through doing. The busy season brought tight deadlines and longer working hours, which could be stressful and exhausting.

- Considering your overall experience, how would you rate this internship? (Circle one).
-Satisfactory/ Good/ Excellent

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

(Could you

have handled added responsibility? Would you have liked more discussions with your professor

concerning your internship? Was closer supervision needed? Was more of an orientation required?)

Assigning a wider variety of tasks would keep the work more engaging and allow me to develop a broader skill set. Providing opportunities to lead small projects or tasks would enhance my leadership and decision-making skills. Scheduled regular meetings with my professors to discuss progress, challenges, and learning outcomes could provide valuable

insights and support. Implementing a more structured supervision plan with regular check-ins

and progress reviews would ensure I stay on track and receive timely feedback.

Neha

Neha Ramautar Yadav

Roll no.: 339

Date: 06/06/2024