# Internship Logbook

# Master of Science in Microbiology

# MB 662 Agriculture Microbiology

Central Department of Microbiology

Institute of Science and Technology

Tribhuvan University

Kirtipur, Kathmandu, Nepal

Name of the intern:

TU Registration No.:

Date of entry into internship:

## Student Details

Name of the student (Intern):

TU Registration No.

Batch No. /Year:

Date of Entry into Internship:

Name of Preceptor:

Name of University/Campus/College Supervisor:

Title of Thesis:

Scheduled date of Final Examination:

# Guidelines for the student (intern)

The Logbook provides a record of the laboratory experience and academic and educational activities of the student. It also helps the trainer to identify the deficiency in any aspect of the internship so that it can be rectified in time. It is an important document which will be required and evaluated during the final examination of the student.

All students are supposed to maintain the logbook for the whole period of their internship and keep a timely record of the,

a. Laboratory experience
b. Academic activities
c. Research experience and publications

**Entries in the logbook**: The intern is advised to make the required entries in the logbook along with the signature of the Immediate Supervisor (Unit Chief) involved on the day of the event. The Immediate Supervisor based on the host institution should sign all entries within 2 to 4 weeks and/or before the intern leaves the unit. The Preceptor (Head of the host institution) of the intern should sign all entries within at a month. Similarly, the University/Campus/College Supervisor and Head of Department of Microbiology should respectively sign the logbook on weekly and monthly basis so that they know the status of work of the student.

**Continuous assessment of the intern**: The intern will be assessed continuously by the unit she/he is posted. The criteria of the formative assessment are given in the logbook for the knowledge and improvement of the intern.

**Leave and Absence Record:** All leave and absence of the intern should be entered in the attendance register and the logbook and duly signed by the Supervisor and later by the Preceptor

**Submission of the logbook:** The logbook has to be submitted in the final examination, where it will be discussed and evaluated. All the submitted logbooks have to be reviewed and evaluated by the respective committee at University/Campus/College. Marks obtained out of total 200 from term assessment by the supervisors, laboratory experience, academic and educational activities of the intern will be added to the final assessment.

I hereby affirm that I have read the guidelines and will abide by them during the whole period of my internship.

**Signature of the intern**

## Instruction for the Preceptor and Supervisor

The preceptor should follow the progress of the intern throughout the course. A formal three-monthly review of the intern's progress by the immediate supervisor is required and documented in the logbook. A confidential assessment report on the progress of the intern will be submitted by the Supervisor to Department of Microbiology on a prepared format at the end of each term. The aim of such review is to ensure that all aspects of the internship have been adequately covered. Deficiency in any aspect of the training should be identified and appropriate steps taken to overcome them.

## Rotation Schedule

Each candidate will undergo training in the field, under the supervision of an agriculture expert in an agricultural college or research institute.

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|---|---|
| Planning, designing and briefing about the topic | 1 month |
| Plotting | 1 month |
| Cultivation | 1 month |
| Recording of data and observation | 1 month |
| Harvesting | 1 month |
| Assessment and reporting | 1 month |

## Record of Posting Schedule

| Schedule | From | To | Duration | Page No. | Supervisor's signature |
|---|---|---|---|---|---|
| **Planning, designing and briefing about the topic** | | | | | |
| **Plotting** | | | | | |
| **Cultivation** | | | | | |
| **Recording of data and observation** | | | | | |
| **Harvesting** | | | | | |
| **Assessment and Reporting** | | | | | |

## Internship contents

1. Study of anatagonstic fungi isolated from soil

2. Isolation of *Bacillus thuringensis* from pest.

3. Study of inhibitory effect of pesticides in fungal growth by streak plate/cup assay method

4. To test/Plot/Study of disease control with help of NARC

5. Pathogenic spore collection from air by grease slide method

6. Study on fermenting organism in silage.

7. Isolation of wood deteriorating fungi from wood sample

8. Study on nematodes in mushroom harvest

9. Isolation and study of leather deteriorating fungi and in habiting in drugs.

10. Method of alcohol percentage estimation in a fermenting tank

11. Estimation of methane gas by G.L.C. method

12. Field test of control method of disease in collaboration with NARC

13. Statistical study of estimation of disease in NARC

14. Study of isolation method of Microbes in Qurentive test

**The Leave and Absence Record of the Intern (Attendance more than 80% of working days are mandatory)**

| Date From | Date To | Days | Reason | Signature of the supervisor | Comment | Signature of the Preceptor |
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# Term Assessment Sheet (Confidential)

**Name of the intern:**
**Registration number:**
**Unit of posting;**
**Date of posting:**
**Marking: Excellent/Good/Satisfactory/Poor**

| SN | Attributes/Discipline | Marks Obtained | Comments (if any) |
|---|---|---|---|
| 1 | Punctuality (Attendance) | | |
| 2 | Discipline | | |
| 3 | Confidence/ Decision making | | |
| 4 | Knowledge of theory | | |
| 5 | Practical skills | | |
| 6 | Writing work (filling up lab records) | | |
| 7 | Communication with colleagues, staff, patients and relations | | |
| 8 | Leadership quality | | |

## OVERALL PERFORMANCE:

| ..... | ……. | …….. | …… |
|---|---|---|---|
| University/Campus/College Supervisor | Preceptor | Immediate Supervisor | Head of Department |

**NOTE:**

- **This confidential evaluation needs to be done by the University/Campus/College supervisor in collaboration with the supervisor and preceptor of the host institute.**

- **The University/Campus/College Supervisor should submit this evaluation to the respective department.**

# Educational and Academic Record
## Journal Club Presentation by the Intern

| SN | Date | Journal | Title | Signature of supervisor |
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**Record**
**Planning, designing and briefing about the topic**

| Date | Observation | Lab Result | Signature of Supervisor |
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# Record
# Plotting

| Date | Observation | Lab Result | Signature of Supervisor |
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# Record
# Cultivation

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# Record
## Recording of data and observation

| Date | Observation | Lab Result | Signature of Supervisor |
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# Record
# Harvesting

| Date | Observation | Lab Result | Signature of Supervisor |
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# Record
# Assessment and Reporting

| Date | Observation | Lab Result | Signature of Supervisor |
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**Research Experience and Publications**

**Projects**

| Title | Results |
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**Publications**

| Title | Authors | Details of Publication |
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**Preceptor's Remarks:**

# Awards and Honors