|  |
| --- |
| **University of Mumbai**  **DEPARTMENT OF LIFELONG LEARNING AND EXTENSION**  **“EXTENSION WORK PROJECT REPORT”**   1. Name of the Student:   (Beginning with Surname)   1. Class : 2. Div:      1. Roll No.: 2. Name and Address of the College: 3. Extension Work Project enrolled for: (Any one from the Following): Please mention here and delete names of other projects from the following list. 4. **Vocational Career Oriented Projects** 5. Career Project [CP] 6. Industry Orientation Project [IOP] 7. Anna Poorna Yojana [APY] 8. Skill Development (SD) 9. **Community Oriented Projects**   1. Population Education Club (PEC)  2. Survey Research  3. Education for All (EFA- NIOS, IDOL)  4. Environment Education  5. Civic Sense (CS)  6. Consumer Guidance (CG) |

**DEPARTMENT OF LIFELONG LEARNING AND EXTENSION**

**DESIGN OF PROJECT REPORT WRITING 2023-2024**

**Please start typing your answers from this page where information is asked for.**

* **Acknowledgement by the Student**

(Please mention the kind of support provided by DLLE Unit, Principal & Extension teachers, work place staff, community and others.)

**START TYPING:**

* **My reason for joining Extension Work Activity:**

**Answer:**

* **Please write about:**
* How I started
* How I was trained – acquired skills
* How I built rapport with the others / community around.
* How I worked and the kind of work, carried out

(Write in detail with your experiences & Project related data)

**Answer:**

* Please write about the difficulties you faced while conducting activities.

**Answer:**

* How did you overcome the difficulties?

**Answer:**

* Please write about your expectations from extension work activities.

**Answer:**

* Are your expectations fulfilled? Please brief.

**Answer:**

* What did you learn by Extension Activities? (gain / loss)

**Answer:**

* How will Extension Work help you to contribute to the Society?

**Answer:**

* What is your suggestion?

**Answer:**

**ACTIVITY RELATED HOURS (WORK) TABLE**

**(Please use the following table related to your project only and delete other tables.**

**Table A/B/C/D/E/F/G/H/I/J)**

**Please fill the data for / in highlighted places / columns and then remove highlight once you type your data.**

**Table A-**

**1) CAREER PROJECT (CP)**

**COLLEGE LEVEL**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity** | **Hours** | **Outcome** |
| 1 |  | Name of Person Interviewed & their designation & their contact details:  1.  2. | Interview | 05  05 |  |
| 2 | Name of Career:  (e.g.: Engineer, Media Reporter, Actor, Singer, Writer, Data Analyst, Artist etc.)  Contents of the chart prepared.  Chart 1:  Chart 2:  Chart 3:  Chart 4: | | Chart Preparation  01 to 04 | 15 |  |
| 3 | Contents of the Booklet prepared: | | Booklet Preparation | 05 |  |
| Total | | | | 30 hrs. |  |

**COMMUNITY LEVEL**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity** | **Hours** | **Outcome** |
| 1 |  | Name of Locality  (Location)  How did you develop a rapport with the community? | Build Report with the Community | 10 |  |
| 2 |  | Name of Place | Poster / Charts Exhibition  1  2  3 | 10  10  10 |  |
| 3 |  | Name of Career | Talk / presentation | 10 |  |
| Total | | | | 50 hrs. |  |

**OR**

**Table B:**

**2) ANNAPURNA PROJECT (APY)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Item Name** | **Qty. Prepared/**  **Purchase** | **Unit Cost** | **Total Cost** | **Qty. Sold** | **Unit Sale Price** | **Total Sale Price** | **Profit / Loss** | **Hrs.** |
| Sales  1  to 25 |  |  |  |  |  |  |  |  |  | 80  to  120 hrs. |
| 1 |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |

**Please mention your experience here while performing the activities. (100 words):**

**Answer:**

**OR**

**Table C:**

**3) INDUSTRY ORIENTATION PROJECT (IOP)**

1. a) Name of the Employer/ Firm:

b) Address of the Employer/Firm:

Employer Tel No.:

c) Name & designation of the contact person at the place of employment

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.**  **Day 1 to 30** | **Date** | **Time** | | | **Work Done & Experience Gained** |
| **In** | **Out** | **Total hrs.** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

**OR**

**Table D:**

**4) SKILL DEVELOPMENT PROJECT (SDP)**

**College Level (30 hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity** | **Hours** | **Outcome (Learning Habits)** |
| 1 |  | 1 Book Reading | 1 Notes Preparation | 30 |  |
| 2 |  | 2 Data Collection | 2 Data Tabulation |  |
| 3 |  | 3 Name of the Skill  (Practice Sessions if any) | 3 Participation in  Skill Competition / |  |
|  | **Total** | | | **30** |  |

**Community Level (50 hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Activity** | **Location / Other Information** | **Hours** | **Outcome** |
| 1 |  | Build Report with the Community |  | 10 |  |
| 2 |  | Chart Preparation |  | 10 |  |
| 3 |  | Booklet Preparation |  | 10 |  |
| 4 |  | Skill Show / Exhibition - 1 |  | 10 |  |
| 5 |  | Skill Show/ Exhibition - 2 |  | 10 |  |
|  | **Total** | | | **50** |  |

**OR**

**Table E:**

**5) POPULATION EDUCATION CLUB (PEC) –**

**(College Level)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Methodology / Activity** | **Co-ord. agency** | **AV Aids used** | **Hrs.** | **Outcome** |
| 1 |  |  |  |  |  | 10 |  |
| 2 |  |  |  |  |  | 10 |  |
| 3 |  |  |  |  |  | 10 |  |
|  | **Total** | | | | | **30** |  |

**(Community Level)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity / Other Information** | **Hours** | **Outcome** |
| **1** |  | Name of the Place (Community) | Build Report with the Community | 10 |  |
| **2** |  | Name of the Topic | Street Play | 20 |  |
| **3** |  | Name of the Topic | Exhibition | 20 |  |
|  | **Total** | | | **50** |  |

**For B.Ed. Students**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Class** | **Method** | **Medium** | **AV Aids** | **Hrs** |
| **01 to**  **07** |  |  |  |  |  |  |  |

**OR**

**Table F:**

**6) SURVEY RESEARCH (SR)**

**College Level (50 Hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic / Other** | **Activity / Other Information** | **Hours** | **Outcome** |
| 1 |  | Learning Methodology of Research | Library Work | 10 |  |
| 2 |  | Understand need of Research in the Local Area | Observation | 10 |  |
| 3 |  | Define problem Statement | Discussion/ Observation | 10 |  |
| 4 |  | Analysis & Interpretation of data | Class Work | 10 |  |
| 5 |  | Preparation of Research Paper | Library Work | 10 |  |
|  | **Total** | | | **50** |  |

**Community Level (30 Hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity / Other Information** | **Hours** | **Outcome** |
| 1 |  | Build Report with the Community | Name of Community Location | 05 |  |
| 2 |  | Location of Community | Data Collection Survey | 25 |  |
|  | **Total** | | | **30** |  |

**Please mention below your research findings and conclusions from this project.**

**(about 200 words)**

**Answer:**

**OR**

**Table G:**

**7) EDUCATION FOR ALL (EFA)**

**College Level (30 Hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity / Other Information** | **Hours** | **Outcome** |
| 1 |  | Need of NIOS/IDOL | Seminar with Poster (Main Group) | 12 |  |
| 2 |  | Different Courses of NIOS/IDOL | Seminar with Poster (Observer) | 03 |  |
| 3 |  | Organization of NIOS/IDOL | Library Work + Poster (Observer) | 03 |  |
| 4 |  | Administrative aspect of NIOS/IDOL | Library Work + Poster (Observer) | 03 |  |
| 5 |  | Eligibility Criteria, Syllabus. Duration, Study Material (NIOS/IDOL) | Lecture + Poster  (Observer) | 03 |  |
| 6 |  | Methodology of NIOS/IDOL | Lecture + Poster  (Observer) | 03 |  |
| 7 |  | Evaluation & Examination System | Seminar + Poster  (Observer) | 03 |  |
|  | **Total** | | | **30** |  |

**Community Level (50 Hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Activity / Other Information** | **Location** | **Hours** | **Outcome** |
| 1 |  | Exhibition |  | 10 |  |
| 2 |  | Exhibition |  | 10 |  |
| 3 |  | Street Play Preparation & Presentation |  | 20 |  |
| 4 |  | Meeting Families  (Minimum 10) |  | 10 |  |
|  | **Total** | | | **50** |  |

**OR**

**Table H:**

**8) ENVIRONMENT EDUCATION (EE)**

**College Level (50 Hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity / Other Information** | **Hours** | **Outcome** |
| 1 |  | Learning Methodology of Research | Library Work | 10 |  |
| 2 |  | Understand need of Research in the Local Area | Observation | 10 |  |
| 3 |  | Define problem Statement | Discussion/ Observation | 10 |  |
| 4 |  | Analysis & Interpretation of data | Class Work | 10 |  |
| 5 |  | Preparation of Research Paper | Library Work | 10 |  |
|  | **Total** | | | **50** |  |

**Community Level (50 hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Activity** | **Location** | **Hours** | **Outcome** |
| 1 |  | Build Report with the Community |  | 10 |  |
| 2 |  | Data Collection |  | 30 |  |
| 3 |  | Research Presentation |  | 10 |  |
|  | **Total** | | | **50** |  |

**Please mention below your research findings and conclusions from this project.**

**(about 200 words)**

**Answer:**

**OR**

**Table I:**

**9) CIVIC SENSE (CS)**

1. How will you contribute to bring a positive change in society through Civic sense drive? Essay (350-400 words) (compulsory)

At individual level (e.g. practice good social etiquette)

At Community level (e.g. Clean drive-Clean Mumbai-Green Mumbai)

At national level (e.g. Responsible citizen in all endeavors)

At global level. (e.g. Responsible Global citizen )

**Answer:**

**College Level (30 hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity** | **Hours** | **Outcome** |
| 1 |  | 1 | 1 Essay | 30 |  |
| 2 |  | 2 | 2 Debate |  |
| 3 |  | 3 | 3 Seminar |  |
| 4 |  | 4 | 4 Poster Slogan |  |
| 5 |  | 5 | 5 Talk |  |
|  | **Total** | | | **30** |  |

**Community Level (50 hrs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Topic** | **Activity** | **Hours** | **Outcome** |
| 1 |  | 1 | 1 Street Play | 10 |  |
| 2 |  | 2 | 2 Display –Poster / Slogan | 10 |  |
| 3 |  | 3 | 3 Oath Taking | 10 |  |
| 4 |  | 4 | 4 Rally | 10 |  |
| 5 |  | 5 | 5 Distribution of  Play cards | 10 |  |
|  |  |  |  | **50** |  |

**B.Ed. Students – 07 Lessons and answer the following.**

1. How will you contribute to bring a positive change in society through Civic sense drive? Essay (350-400 words) (compulsory)

At individual level (e.g. practice good social etiquette)

At Community level (e.g. Clean drive-Clean Mumbai-Green Mumbai)

At national level (e.g. Responsible citizen in all endeavours)

At global level. (e.g. Responsible Global citizen )

**Answer:**

**OR**

**Table J:**

**10) CONSUMER GUIDANCE PROJECT (CGP)**

(College Level Activities)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Date | Topic | Methodology/ activity | Co-ord. agency | A V Aids used | Out come | Hours |
| 01 |  |  |  |  |  |  |  |
| 02 |  |  |  |  |  |  |  |
| 03 |  |  |  |  |  |  |  |

(Community Level Activities)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Date | Topic | Methodology/ activity | Co-ord. agency | A V Aids used | Place | Hours |
| 01 |  |  |  |  |  |  |  |
| 02 |  |  |  |  |  |  |  |
| 03 |  |  |  |  |  |  |  |

For B.Ed. Students (Proforma for lesson taken in school)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Date | Topic | Class | Method used | Medium of instruction | A V Aids used | Hours | Sign of EWT | Sign of Supervising Teacher |
| 01 |  |  |  |  |  |  |  |  |  |
| 02 |  |  |  |  |  |  |  |  |  |
| 03 |  |  |  |  |  |  |  |  |  |

**Please write about your efforts to make people aware and participate in consumer protection. (200-350 words)**

**Answer:**

**Table K:**

**COMPULSORY TABLE FOR ALL ACTIVITIES**

**For UG. PG. & B. Ed.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Date** | **Activity** | **Hours** | **Outcome** |
| 1 |  | First Term Training Program | 05 |  |
| 2 |  | College & Community Level Activity | 80 | For IOP 150 hrs. |
| 3 |  | Second Term Training Program | 05 |  |
| 4 |  | Udaan Festival /Essay Writing | 20 |  |
| 5 |  | Project Report Writing | 10 |  |
|  | **Total** | | **120** |  |

* **Names of the College & Community Level Activities in which student has taken active participation such as: street play, group songs,**

**poster, elocution, speech, lessons, industrial visit etc. (any other); Please give Details.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Date | Name of the activity such as: Street Play, group songs, poster, allocution, speech lessons etc. | Topic of the activity:  (Save Food, Child Labor, Environment, Pollution, women empowerment etc.) | Participation for / as:  writing, directing, performing, music or singing, poster designing, painting etc. | Location/ Place of performance (College / Community) | Poster prepared  Yes / No | No of Hours | Signature of the Extension Work Teacher |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Please give other details (if any): (type here)

* **Details of the activities attended by you performed at college or community level:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Name of the Activity** | **Yes / No** | **Date** | **Place / Location** | **Topic / Subject** | **Participated as** | **No. of Participants** | **No of Hours** |
| i | Exhibition |  |  |  |  |  |  |  |
| ii | Seminar, Talk, Speeches |  |  |  |  |  |  |  |
| iii | Visits |  |  |  |  |  |  |  |
| iv | Street Play |  |  |  |  |  |  |  |
| v | Competitions held such as Elocution, Rangoli, Poster Making, Street Play, Quiz, Debate, Essay, Craft Making, etc. |  |  |  |  |  |  |  |
| vi | Lessons taken by students if any  (for B. Ed. students) |  |  |  |  |  |  |  |
| vii | Interview / survey |  |  | No. of persons interviewed |  |  |  |  |
| viii | Any other Activity |  |  |  |  |  |  |  |

**Essay Writing on social issues / Additional Information you may wish to share with us for improvement.**

**Answer:**

**Please answer all the questions and give details as asked in this file. Type information in detail in this file and attach pdf document of this file to the link provided by your Extension Work Teacher.**