

# GOVERNMENT COLLEGE (AUTONOMOUS), RAJAHMUNDRY

## Department of Commerce

Community Service Project (CSP) – May-June 2026

---

## REPORT

### Orientation Class on Community Service Project (CSP)

<b>Date</b>	28th April 2026 (Tuesday)
<b>Time</b>	10:00 AM – 11:00 AM
<b>Venue</b>	Class Room 510, Commerce Block
<b>Target Audience</b>	I BBA (Honours) Students
<b>No of participants</b>	55
<b>Resource Person</b>	Dr. B. Prathima, CSP Mentor for I BBA (H)

### 1. Background

As part of the academic calendar for May–June 2026, the Department of Commerce, Government College (Autonomous), Rajahmundry, organised an Orientation Class on the Community Service Project (CSP) for the students of I BBA (Honours). The session was conducted to familiarise students with the objectives, guidelines, structure, and assessment framework of the CSP, which is a mandatory experiential learning component carrying 1 academic credit.

### 2. Objectives of the Orientation

- To introduce students to the concept and purpose of the Community Service Project (CSP)
- To explain the 80-hour engagement requirement and its two-stage implementation approach
- To inform students about their roles and responsibilities during the project
- To outline the assessment methodology and submission requirements
- To clarify the code of conduct expected of students during community interactions

### 3. Session Overview

The orientation was conducted by Dr. B. Prathima, the designated CSP Mentor for I BBA (H). The session was structured to provide a comprehensive understanding of the CSP guidelines issued by the college. Dr. Prathima began by highlighting the significance of community engagement as an integral component of holistic education.

### 4. Key Topics Covered

#### 4.1 Introduction to CSP

Dr. Prathima introduced the Community Service Project as an experiential learning activity that bridges classroom knowledge with real-life community service. She emphasised that

CSP is designed to help students understand societal challenges, contribute meaningfully to community development, and cultivate a sense of civic responsibility.

## 4.2 Objectives of CSP

The resource person outlined the core objectives of the CSP:

- Developing social awareness and responsibility among students
- Enabling students to understand real-life community problems
- Encouraging critical thinking and problem-solving
- Promoting teamwork, leadership, and communication skills
- Building sensitivity towards disadvantaged sections of society

## 4.3 Duration and Credit Structure

Students were informed that the CSP requires completion of 80 hours of community service within the schedule prescribed by the college, carrying 1 academic credit. The time framework was explained as follows:

Activity	Suggested Hours
Orientation & Planning	8 Hours
Community Survey	16 Hours
Awareness Campaigns	16 Hours
Mini Project / Field Work	32 Hours
Report Preparation & Presentation	8 Hours
<b>Total</b>	<b>80 Hours</b>

## 4.4 Two-Stage Implementation Approach

Dr. Prathima elaborated on the two-stage process for carrying out the CSP:

### Stage 1 – Community Survey:

Students are required to conduct a baseline survey of their assigned community, examining socio-economic conditions, health and hygiene practices, education and literacy levels, and employment patterns, in order to identify key problems and needs.

### Stage 2 – Community Service / Mini Project:

Based on the survey findings, students are expected to either conduct awareness programmes on the identified issues or implement a small community-level project addressing the chosen topic.

## 4.5 Suggested Project Topics

A range of suggested topics was shared with the students. These include Road Safety, ICT for Security of Women, Junk Food and its Adverse Health Impact, Food Adulteration, Lifestyle Diseases, Mobile Screen Time and Health Impacts, Cyber Crimes Mitigation, Significance of Physical Activity for Children, Higher Education for Women, Mother & Child Care in Rural Areas, Green Initiatives for Sustainability, Climate Change Mitigation, Pollution, Digital Humanities, and the Need to Promote Book Reading. Students were informed that these topics are suggestive and that they retain the flexibility to choose a topic based on community needs.

## 4.6 Assessment Methodology

The resource person explained that evaluation will be internal and based on the following components:

Component	Weightage	Marks
Logbook (Daily Record)	20%	10
Participation & Implementation	30%	15
Project Report	25%	12
Presentation / VIVA	25%	13
<b>Total</b>	<b>100%</b>	<b>50</b>

#### 4.7 Submission Requirements and Code of Conduct

Students were informed about the mandatory submission requirements, which include a completed logbook (with daily records verified by the Faculty Mentor), a comprehensive project report structured in three parts (community introduction and survey findings; description of activities; outcomes and conclusions), geo-tagged photographic proof of activities, and attendance at the presentation/VIVA.

Dr. Prathima also emphasised the importance of maintaining discipline and ethical behaviour during community visits, respecting local culture and traditions, and avoiding any form of misconduct. She reminded students that completion of all 80 hours is mandatory for earning the credit.

#### 5. Outcome of the Session

The orientation session equipped the I BBA (H) students with a clear understanding of the Community Service Project. Students were sensitised to the importance of community engagement and social responsibility as part of their academic journey. Several students raised queries regarding topic selection and logbook maintenance, which were addressed by Dr. Prathima with clarity and encouragement.

#### 6. Conclusion

The orientation class was well-received by the students and set a productive tone for the commencement of the Community Service Project. The session effectively conveyed the spirit of CSP as a transformative learning experience that goes beyond the classroom. The Department of Commerce expresses its appreciation to Dr. B. Prathima for her comprehensive and engaging conduct of the orientation.

---

**Dr. B. Prathima**  
CSP Mentor, I BBA (H)  
Department of Commerce

**Head of the Department**  
Department of Commerce  
Government College (Autonomous)  
Rajahmundry