

**INTERNSHIP PROJECT REPORT ON**  
**Enhancing productivity with Microsoft office Suite in Spice Institute**  
**Kanuru, Penamaluru mandal, Vijayawada, Krishna District, Andhra Pradesh.**

**Submitted to**  
**Department of PHYSICS**



**SUBMITTED BY**  
**AYESHA SIDDIKHA (20-202) III B.Sc. (MPC)**

**In partial fulfillment for the award of Degree of Bachelor of Science (B. Sc. BZC)**

**Project Supervisor : Ch. NARAYANA RAO**  
**Supervisor of Spice Skills Institute**

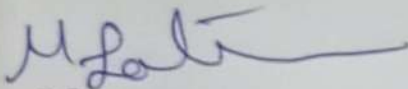
**Mentor: M.SATHISH**  
**Lecturer in PHYSICS**

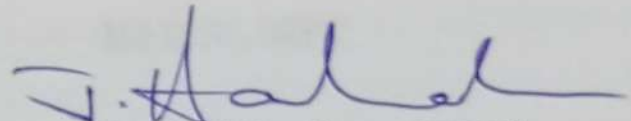
**A. G & S.G. SIDDHARTHA DEGREE COLLEGE OF ARTS & SCIENCE, VUYYURU**  
**(An Autonomous college in the jurisdiction of Krishna University)**  
**Accredited by NAAC with "A" Grade**

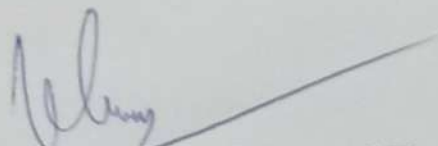
**March 20th 2023-5th July 2023**

## CERTIFICATE

This is to certify that the Internship Project work report entitled "Enhancing productivity with Microsoft Office Suite in Spice Institute ,Kanuru, Penamaluru mandal, Vijayawada , Krishna Dst. A.P" is a bonafide project report carried out by **AYESHA SIDDIKHA, III B.Sc. MPC** with Roll no: 20-202 ,submitted to the Department of Physics of **AG & SG SIDDHARTHA DEGREE COLLEGE OF ARTS & SCIENCE, VUYYURU** for the partial fulfillment of Degree of Bachelor of Science during the year 2022-2023.

  
Mentor

  
Head of the Department

  
Signature of the External Examiner

## DECLARATION

I hereby declare that the Internship Report entitled “ **Enhancing Productivity with Microsoft office Suite in Spice Institute, Kanuru, Penamaluru mandal, Vijayawada, Krishna Dist. A.P**” is a genuine record of project work done by me under the guidance of **NARAYANA RAO, Spice Skills Institute, Kanuru** and the work presented in this report has not been submitted earlier.

*Ayesha Siddikha.*

**AYESHA SIDDIKHA**

**III B.Sc. MPC**

**20 -202**