

INTERNSHIP REPORT



submitted to

Islamic University of Technology

in partial fulfillment of the requirements for the degree of
BBA in Business and Technology Management (BTM)

Submitted by:

Syed Ishtiaque Ahmed

Student ID: 170061040

Department of Business in Technology Management

Approved by:

Md. Abdullah Al Mamun

Assistant Professor

Department of Business in Technology Management



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I understand that my final report will become part of the permanent collection of the Islamic University of Technology BBA in Business and Technology Management Program. My signature below authorizes the release of my final report to any reader upon request.

A handwritten signature in black ink, appearing to read 'Ishtiaque', is written above a horizontal line.

Syed Ishtiaque Ahmed
Student ID: 170061040

Department of Business in Technology Management

Approved by:

A handwritten signature in black ink, appearing to read 'Md. Abdullah Al Mamun', is written above a horizontal line.

Md. Abdullah Al Mamun
Assistant Professor

Department of Business in Technology Management

Date: 27th April 2022

To,
Md. Abdullah Al Mamun,
Assistant Professor,
Department of Business in Technology Management
Islamic University of Technology

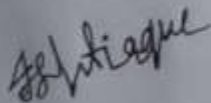
Subject: Submission of Internship Report.

Respected Sir

With due respect, I would like to state that I am Syed Ishtiaque Ahmed, a student of BTM department having ID number 170061040. I would like to bring to your kind concern that as per the curriculum of BBA in Technology Management (Internship - BTM 4800), I have completed a three months' internship program. It is my pleasure to submit my internship report on "Software Business: An Analysis on NEXTGEN INNOVATION LTD." I have tried my best to focus on relevant information which would cover the objective of the report and make the report as informative and comprehensive.

I tried my best to show what I learned during these 3 months of my internship through this report. I will like to offer my sincere thanks for the help I received during this period. I shall be glad to answer any query regarding this report.

With Regards,



Syed Ishtiaque Ahmed

Student ID: 170061040

Department of Business in Technology Management

Acknowledgment

First I will like to say thanks to the almighty Allah for everything. I would like to thank my parents for the support that they have given me.

I have to extend my supreme gratitude to the Islamic University of Technology for providing such kind of opportunity for students to broaden their perception of how the real world in the field of business technology looks like as well organizing the whole internship program and its effort to make sure that the whole internship program to achieve its desired goals.

I would also like to express my special thanks to Muhammad Shumon Khan, CEO & Managing Director of NEXTGEN INNOVATION LTD. for giving me a chance to work in his company and helping me in my day-to-day activities during my internship time. I will like to extend my thanks to workers on the site who helped me with oral and material needs as well as sharing their knowledge to improve my theoretical knowledge to the real works.

I will also like to extend my sincere gratitude to Md. Abdullah Al Mamun, Assistant Professor, BTM Department who acted as my academic supervisor during the Internship period. I am grateful for all the help and guidance he has given me. I will like to thank the entire BTM department for giving us this great opportunity and also all the help they have given us.

Finally, I would like to express my special thanks to my families and friends helping me in all aspects during my internship time.

Executive Summary:

This report is about my Internship program with NEXTGEN INNOVATION LTD. that I undertook for my internship course of BTM Department of Islamic University of Technology. This report is actually a brief discussion of what I did during my internship, how I performed, what I learned, how it is connected to my courses & compare it with my lessons for better understanding. In this internship report I have talked about the company I worked for, about the industry, what I observed and learned during this internship period.

In this report, you will find details about NEXTGEN INNOVATION LTD. from its incorporation to its current position. Along with it, its products, services, successful products will be mentioned. There will be an industry analysis on software industry, its growth, trends etc. The industry analysis shall contain both the international market and the local market analysis.

During my internship period, I have mainly worked as a content writer in Marketing & Sales Department. All my duties have been described in details and thoroughly.

The main purpose of this internship period is to learn by working in practical environment and to apply the knowledge acquired during the studies in a real world scenario in order to tackle the problems using the knowledge and skill learned in the academic period. In this report, a detailed analysis of the company has been done and evaluated to analyze the current position of the organization.

This internship report covers many important aspects which are related to the duties performed during this period. All the duties and tasks performed has been listed here along with all the things I learned during this period.

This report also contains an analysis of my duties and how my studies prepared me for it. There is also comparison between theory and practice that I learned and observed at market level, company level and professional level.

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Introduction

1. Background:

Traditional education primarily works as a catalyst to propel a graduate into the corporate world by granting a degree, and the internship program is the first flash of it. Internship report is mandatory for all BTM students to graduate as they are required to participate in internship program. Its purpose is to get practical experience and knowledge of the present corporate world.

As a student of the BBA in Technology Management, I had to undergo an internship period of a minimum of 3 months' in 8th semester as per the time schedule. Students were allowed to choose a company for an internship after getting consent from the supervisor. Internships are generally thought of to be reserved for students looking to gain experience in a particular field. Internships Training allows a wide array of people to receive real world experience and develop their skills. Internships are utilized in a number of different career fields, including architecture, engineering, healthcare, economics, advertising and many more. Some internship is used to allow individuals to perform scientific research while others are specifically designed to allow people to gain first-hand experience working. Utilizing internships is a great way to build your resume and develop skills that can be emphasized in your resume for future jobs.

2. Purpose of this report:

This report is a summary of my internship experience during my internship period. This Internship Report serves multiple purposes. It serves as an archival record of the internship experience, gives the student an opportunity to reflect on the professional aspects of the internship experience and the skills that were learned, allows the student to describe the content of the internship, have the student to reflect on the initial goals of the internship and whether they were achieved during the internship or not etc.

The main purpose of this report is to conduct a comparative analysis on the operations of NEXTGEN INNOVATION LTD. to show how it is contributing to the software industry in Bangladesh. I've also tried to show the procedure, overall scenario and, analysis of the company to my understanding. In this report, my most concern was to show the findings of my own through analysis and experience during my internship.

3. Scope of This Report:

This internship report covers many important aspects which are related to the duties performed during this period. All the duties and tasks performed has been listed here along with all the things I learned during this period. This report also contains an analysis of my duties and how my studies prepared me for it. There is also comparison between theory and practice that I learned and observed at market level, company level and professional level.

I did my internship program with NEXTGEN INNOVATION LTD., a privately held company that has been through a network of employees and consultants, located all around the country. It is an IT Solution provider that specialize in Sales, Support and Maintenance of different types of software system. During my internship period, I have mainly worked as a content writer in Marketing & Sales Department. My purpose was preparing different types of documents for the company.

Company Overview

1. Company Background:

NEXTGEN INNOVATION LTD. is an IT Solution provider and a privately held company whose offices is located in Banani, Dhaka. The company has been operating through a network of employees and consultants, located all around the country. Their services include Software Development, Web Development, App Development, ICT consultancy, Machine Integration with Software, etc. The Company specialize in Sales, Support and Maintenance of Health Care Solution, Hospital Management System, Offshore Software Development, Custom Software Development, Software Outsourcing Services, Software Product Development, Security Surveillance Solutions, IT Consulting, Web Application Development to Small and Midsize Businesses (SMBs), Corporate Offices, Multinational Companies, NGOs, and Government institutions in Bangladesh. They are specialized to provide software services for the Healthcare industry, Real Estate Industry, the Garments Industry and many other types of industries. They can also develop powerful, efficient & user-friendly mobile apps to meet any enterprise needs and requirements.

NEXTGEN INNOVATION LTD. is a global frontrunner in providing reliable visions and analytics to accelerate the step of revolution. Since its inception in Bangladesh. Within short span of time, they have already earned a good reputation due to their sincere effort and hard work. NEXTGEN INNOVATION LTD. have been working successfully with Bangladesh Air Force, Sonali Life Insurance Company Ltd., East West Medical College and with many others reputed organizations.



2. Company Details:

NEXTGEN INNOVATION LTD. is a versatile IT Solution provider. The company has been operating through a network of employees and consultants, located all around the country. They specialize in Sales, Support and Maintenance of Health Care Solution, Hospital Management System, Offshore Software Development, Custom Software Development, Software Outsourcing Services, Software Product Development, Security Surveillance Solutions, IT Consulting, Web Application Development to Small and Midsize Businesses (SMBs), Corporate Offices, Multinational Companies, NGOs, and Government institutions in Bangladesh.

NEXTGEN INNOVATION LTD. is a full facility of IT system provider who values their associations with clients, merchants, corporate allies and co-workers. Strong, constructive relationships that are open and authentic are a big part of what segregates NEXTGEN

Followings are the reasons one can depend on NEXTGEN INNOVATION LTD. to have their business awake and active:

- **Practical** – Their service attitude is proactive, not reactive. Through state-of- the-art system monitoring and supervision, they realize target network 24/7 to detect issues and report them earlier before they can convert into complications, rather than stroking out fires.
- **Decent** – NEXTGEN INNOVATION LTD. is a valued front-runner in the community and the business. Their delighted success is the big number of extended clients who placed their trust on them since long term.
- **Corporate perception** – NEXTGEN INNOVATION LTD. design, estimate and validate technology solutions from a comprehensive understanding of the business advantage for a company.
- **Complete project management** – NEXTGEN INNOVATION LTD. has wide experience in managing all types of multifaceted projects meaning they will take care every aspect and synchronize all vendors so that the client can rest guaranteed that their project will be finalized on time and on budget.
- **Satisfaction Guaranteed** – NEXTGEN INNOVATION LTD. wants their clients to be completely satisfied with their services.

3. Company Vision:

NEXTGEN INNOVATION LTD. wishes to become one of the leading name in the software industry. Their fortitude is to make an assessable impact on human flourishing in the world. They believe that what they make and how they work should make it a little bit healthier to be thriving: for them, their clients, and their customers.

4. Company Mission:

NEXTGEN INNOVATION LTD. is specialized to provide software services for a multitude types of industry. They are specialized to provide software services for the Healthcare industry, Real Estate Industry, and also the Garments Industry. They can also develop powerful, efficient & user-friendly mobile apps to meet your enterprise needs and requirements. Their services include Software Development, Web Development, ICT consultancy, Machine Integration with Software, etc. They have already developed and implemented wide range of ERP applications those are for Healthcare like HIS, LIS, RIS, PACS, Clinical ERP, Garments ERP and so on. They are fond of latest technologies and its practices. Post implementation support is this organization commitment with their honorable clients and it is proven.

NEXTGEN INNOVATION LTD. is an organization that wants to make an assessable impact on human flourishing in the world. They believe that what they make and how they work should make it a little bit healthier to be thriving: for them, their clients, and their customers. Since its inception in Bangladesh, within short span of time, NEXTGEN INNOVATION LTD. has already earned a good reputation by their own sincere effort and hard work.

5. Company Products:

NEXTGEN INNOVATION LTD. has developed a variety of software systems in the past years. NEXTGEN INNOVATION LTD. provide software services for Healthcare industry, Real Estate Industry, and also Garments Industry. Our product includes:

1. H360^o Hospital Information Management System
2. Lead Lifecycle Management System (CRM)
3. Courier Management System
4. Business ERP
5. HR & Payroll System
6. Insurance Mobile App
7. Telemedicine
8. Institute Management System
9. Tour and Travel Management System
10. Automobile Workshop Management System

6. Company Clients:

Here is a list of the major clients of NEXTGEN INNOVATION LTD.



Industry Analysis

1. Global Industry Analysis:

Software penetrates all aspects of our life in the information age: individuals and businesses rely on operating systems and applications to carry out daily tasks. No wonder spending on enterprise software has the highest growth rate within the tech industry and is projected to grow further, offsetting the decline caused by the COVID-19 pandemic in 2020.

The software industry consists of the development, distribution, and maintenance of software. It can be broadly divided into application software, system infrastructure software, software-as-a-service (SaaS), operating systems, database and analytics software.

There are several areas that must be covered in software industry analysis, including analysis of software industry trends, market size, and sales statistics. It is also typically important to identify consumer demographics and the geographical scope of the analysis.

Global Visual Search Software Market Including Key-Players Market Share

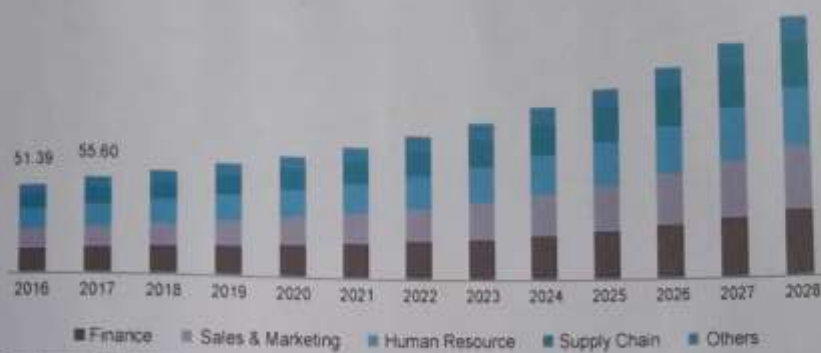
- Microsoft
- Intel
- Google
- Clarifai
- Nervosia Software
- Turing Analytics
- Digimarc
- Imaginetics
- Videnda
- Precision
- Visual Geometry Group
- See-ful
- Think Deeply
- Cobbeva Vision Systems
- Slyce Acquisition



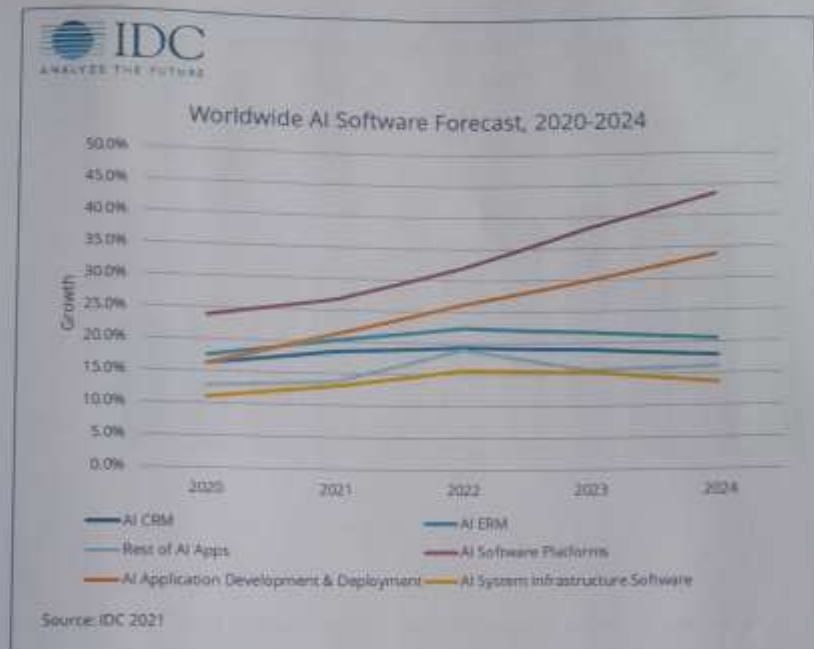
In the world software market (part of the information and communication technology industry), home use and general business applications lead the market at almost \$64 billion, accounting for around a quarter of the overall market, which encompasses systems and application software. The former includes network and database management, operating systems and other

systems software, while the latter involves application software for office and home and vertical applications.

**U.S. business software & services market size, by software,
2016 - 2028 (USD Billion)**

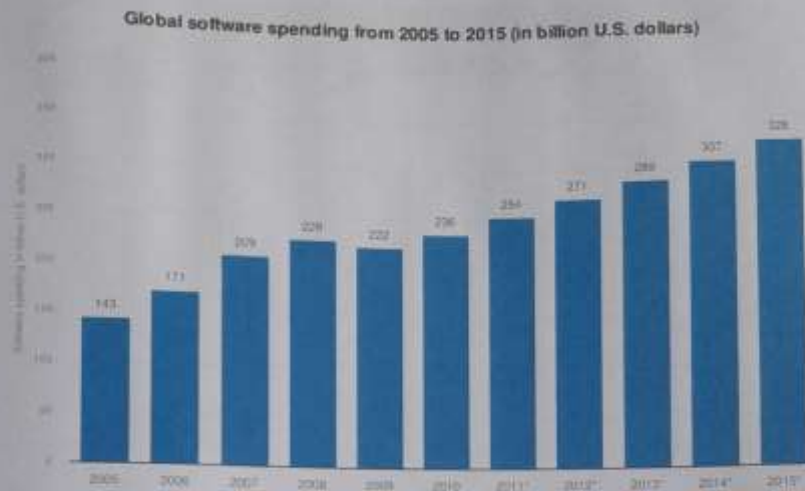


The software market (which especially encompasses the video game industry) is extremely globalized, with expansion proving fastest in developing markets. Over the past twenty years, there has been extensive consolidation within the software industry. Revenue recognition is a significant challenge for the industry. Collaboration through enterprise social software and rising productivity are two factors fueling the enterprise social software market growth. The adoption of social software in the workforce and security sector may prove an obstacle to market growth.



The global cloud computing market is being driven, in part, by the widespread adoption of smartphones and by de-monetization of software, turning into open source projects. Businesses are availing of cloud services in an effort to cut costs, adapt quickly to market trends and step up time-to-market.

In the US software market, network and database management are the leading segments, which represents almost 25% of the overall US software market. In India's software market, network and database management represent the most profitable market segment at almost \$565 million, or a quarter of the total market. In China's software market, network and database management represent the leading segment, at almost \$3.5 billion, accounting for more than 27% of the overall market. The key players in the global software market include Symantec, Apple, Adobe, IBM, Oracle, and Microsoft.



Source:
Crunchbase
in January 2012

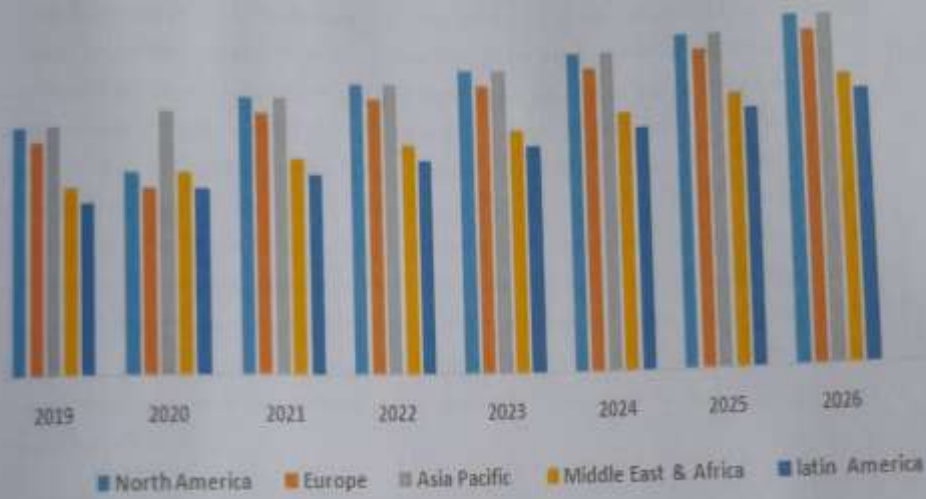
Additional Information:
*Forecast by Crunchbase, 2010 to 2011

Professionals and private consumers are increasingly reliant on computing for a smooth day-to-day living. Companies seek to optimize profit through efficient software use, while private consumers use software for many reasons including work, organization, and entertainment. Other market segments, such as professional service automation, cloud computing, and content management software are increasingly popular with businesses seeking to optimize their activities. The global software market is expected to continue recording strong growth across all major segments.

The COVID-19 pandemic had a favorable impact on the business software and services market. According to an NTT Ltd. report commissioned by International Data Group, Inc. (IDG), the institutionalization of the work-from-home model amid local and worldwide quarantines has boosted the demand for value-added services for mitigating security concerns. Moreover, economic uncertainties caused by the pandemic have encouraged several vendors to focus on customer service-driven methods, including proactive support in customers' digital journeys.



Global Information Technology Market by Geography: 2020-2026



2. Local Industry Analysis:

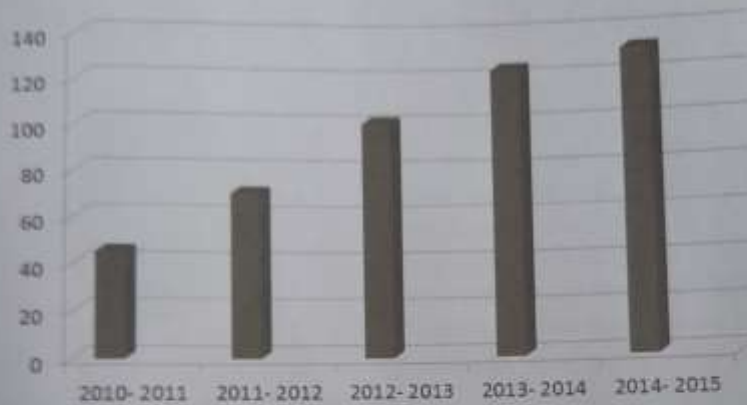
With the passage of time Bangladesh has developed a lot in the sector of IT and software industry. In last few decades there has been a significant improvement in this field and time has brought the recent outcome. It gains maturity with such improvement which was quite undesirable at a certain period. But not anymore it's going to be ignored or avoided by its contribution in the national income. Day by day it is creating more scopes for employment along with playing a vital role in dispelling the unemployment problems of the young graduates. It's one of the sectors which is bringing more and more new entrepreneurs. The number of young graduates starting their entrepreneurship in this sector is too damn high. Many of them returning to the country from abroad hoping for a better future in this sector. These enthusiastic young entrepreneurs are remarkably building sustainable business organizations through their hard work and passion. Their resilience is supposed to be the key force of Bangladesh IT industry.



A survey of BASIS shows that the number of registered software companies in Bangladesh are around 800 or more than that. Although there is every single possibility to have more than hundred unregistered IT ventures for both local and global markets. Among these companies a few names are always uttered as the best software companies in Bangladesh. A study says that

approximately 30,000 professionals are currently working in this IT sector and the industry size is estimated to be over US\$ 250 million. Software & IT services industry is certainly one of the top graduate employment sectors in Bangladesh.

Bangladesh Software Export 6.27% growth



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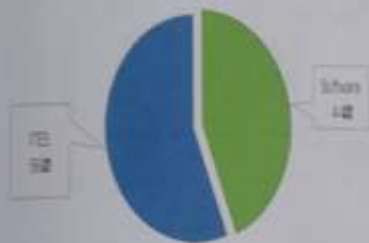
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Software industry growth from 2010 to 2015

A recent survey of BASIS shows that over 70% of the IT companies are found to be involved in development and maintenance of software for their clients. They are indulged in providing best IT solutions regarding graphics/web design, data processing, software development or content management. Top software companies in Bangladesh are always busy to bring new dimensional services to cross one another adopting several strategies. Introduction of new payment method like payment in online via credit card or other mobile options are such examples of revolutions. Around 45% of them stick to their core business of software development but the others also involve them in specializing e-Commerce, e-Learning, listing services or payment services. In addition, some also provides the service of web development or cloud storage services.

A major fact is being noticed that most of the IT firms continue their business in local market. A statistics of BASIS says that 63% of them are focused in local market which supposed to be a barrier in globalizing this sector. The rest are trying to put a mark in global market and maintaining their quality. They are trying to snatch the title of Top software company in Bangladesh. The trend shows that there has been a consistent growth in this market and that's been around 20-30%.

Industry Revenue Proportion



SOURCE: BASIS

SPECIALIZATION OF IT & ITES COMPANIES



SOURCE: BASIS

There's been a high level of interest for IT jobs several sectors including public sector, private sector or market share. Amongst the best software companies of Bangladesh around 110 IT solution companies are mainly focused on domestic market regarding ERP, HR software, Accounting software, Sales Automation or Inventory Management system. There's been a huge demand of IT specialists in Banking or financial sectors like insurance, leasing or MFIs. Although it's unfortunate that most the banking institutions are dependent on the software developed by foreign companies. But the activity has been changed a bit. Software companies of Bangladesh have been trying hard to draw their attention and they've quite successful in this issue. Manufacturing sectors like textile, pharmaceuticals or production industries have started to introduce themselves with ERP software, HR information system or financial management solution. Thus a certain need of IT specialists has been created in these sectors. At present they

are depending on vendor companies for their IT requirements. But the ratio is gradually changing. On the other hand, telecom companies or real estate companies are dealing with the best software companies in Bangladesh. They are heavily dependent on their services which has created a sizable market space for IT solution companies.



One of the BASIS survey shows that best software companies in Bangladesh require some common skills in this sector. The technologists are expected to have proper command over C, C++, C#, Java or Android for software development. On the other hand, web development is based on PHP, CSS, HTML or word press. For several platforms like iOS, Windows command over other languages is also required.

Whatever, the industry experts believe that there should be regular upgrades in skill sets or in others platforms of software industries. In the upcoming decades advanced technologies like Cloud Computing, Storage Networking or LTE should be replaced in today's technologies. Whatever happens software companies have to put a step regarding this issue thinking about the future. If they can cope with change of decades they will certainly continue their current run and their rate of success will last long securing a bright future.

Description of Main Duties

I did my internship program with NEXTGEN INNOVATION LTD., a privately held company that has been through a network of employees and consultants, located all around the country. It is an IT Solution provider that specialize in Sales, Support and Maintenance of different types of software system. During my internship period, I have mainly worked as a content writer in Marketing & Sales Department. My purpose was preparing different types of documents for the company.

1. Working Condition & Functions:

I worked at the head office of NEXTGEN INNOVATION LTD. which is at Flat: A1, House: 17, Road: 17/A, Block: E, Banani, Dhaka-1213. As the company is recently established, it has a small workforce and only 3 departments: Management Team, Development Team and Marketing & Sales Team. I have mainly worked with Microsoft Word and Microsoft PowerPoints. I worked on different types documentation like preparing a financial proposal, technical proposal, work order, SRS (Software Requirement Specifications), presentations & brochures etc. The office has an eight-hour daily workhour for 6 days per week from Saturday to Thursday, the office opens at 10.00 AM and closes at 6.00 PM. Everyone must give their attendance using fingerprint scanner attendance machine.

2. Types of Recurring Tasks:

One of the recurring tasks that I did during my internship period was preparing financial or technical proposal to a company for developing software system. This was a task that that I did many times over the period. I had to work on work order too but they were on fewer occasions. I also prepared an SRS for a Courier Management System. Most of my tasks were simple enough. As a content writer my job was a desk job. So I had to work on my computer during the entire period. There were many repetitive actions during this time but mostly they were simple enough.

3. Difficulties & Challenges:

It was quite difficult for me at first. This was my first job experience. I prepared for it before but still it was a difficult transition. Travelling was another difficulty I faced. I did not have any experience in travelling so regularly. I had to realize how to adjust my timetable so that I reached in time. I had to work on the documentation processes which has a standard to follow which I had to learn quickly. There are many other difficulties I faced. However, there is no need to explain each of them as they are unnecessary and not noteworthy.

4. Interactions:

I had interaction with most of the company employees. I directly worked under the CEO & MD, Muhammad Shumon Khan most of the time. He was very helpful in my work and guided me many times. My coworkers were also very friendly and they helped me a lot and also taught me many things. There are several interactions that have helped me during my internship period. We used Microsoft Teams as communication tool in the office. It was very helpful in office communication. I also worked under Mohammad Khaliqur Rahman, Chairman of NEXTGEN INNOVATION LTD. He is someone who has 20 years' worth experience in this field. I learned a lot from him during this period.

5. Lists of tasks done:

- Preparing Financial & Technical proposal
- Learn how to write a tender response
- Prepare PowerPoint Presentation
- Learn how to write an SRS
- Prepare an SRS
- Work on Company profile; LinkedIn Page, Facebook Page
- Prepare leaflets & brochures

Analysis

I did many types of documentation during my internship period. Though there was no direct connection between theory and practice, I had found guidance from theory. My main task was to prepare proposals so I had to work on how to make them attractive. I had to write them in proper English in a proper format. So marketing, business English, communication etc. were the main focus of my work.

1. Company Level Analysis:

NEXTGEN INNOVATION LTD. has played a very positive experience during my internship period there. My coworkers were very helpful and allowed me time to learn about what I have do before doing it. This allowed me to do my duty properly without any problem. Every day after I have completed my work, my work was reviewed so that I can fix what was wrong before sending it. NEXTGEN INNOVATION LTD. has one of the best internship program due to how they allow interns to grow and learn to be better.

2. Market Level Analysis:

NEXTGEN INNOVATION LTD. is a recently established software company. Though it has made some impressive projects, it still hasn't become a brand yet. So NEXTGEN INNOVATION LTD. is in the process of growth as without successful project, it cannot prosper. NEXTGEN INNOVATION LTD. has been actively being competitive to gain big customers as this will allow the company to establish itself as a leading software company. One of my work in this was my contribution in creating brochure for different products of the company.

3. Professional Level Analysis:

During my internship period, I have mainly worked as a content writer in Marketing & Sales Department. I did many types of documentation during my internship period. So in future I know how to create different types of document for marketing purpose. I was also taught how to prepare a tender document. This will surely play a role in my future career. Though I haven't

exactly done marketing visit, I was present during many online meetings. I learned how to prepare a SRS of software development during my internship. This experience can only help me more in my future career. All these experiences have given me a lot of skills that may help me get a successful career in future. I still have a lot to learn because now every new knowledge can give you an advantage over others. In this competitive age, any professional experience and knowledge gained can help you much in your career.

Conclusion & Recommendations

NEXTGEN INNOVATION LTD. is a privately held company that has been through a network of employees and consultants, located all around the country. It is an IT Solution provider that specialize in Sales, Support and Maintenance of different types of software system. NEXTGEN INNOVATION LTD. is a recently established software company. Though it has made some impressive projects, it still hasn't become a brand yet.

NEXTGEN INNOVATION LTD. has to create a customer base that will make sure that the company becomes a leading name in Bangladesh software industry. As it also works globally it must also ensure high quality efficient products that has as few defects as possible. As NEXTGEN INNOVATION LTD. is a new company it must be more competitive. Otherwise, NEXTGEN INNOVATION LTD. won't be successful in the long run.

NEXTGEN INNOVATION LTD. has made a name for itself in the Healthcare Industry, Real Estate Industry and also the Garments Industry. However, it must also expand its service to the other industries and become a brand in software development.

References:

1. <https://www.google.com>
2. NEXTGEN INNOVATION LTD. Website: <https://www.nextgenitld.com>
3. Bangladesh's Software Industry & Its Future, <https://www.dream71.com/bangladeshs-software-industry-its-future>
4. Computer & Application Software Market: Industry Trends & Statistics. <https://www.reportlinker.com/ci02072/Software.html>

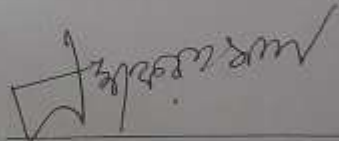
WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 1st week
November 2021

Date: From 1st November 2021 to 4th

List of activities with brief description:

1. **Attend a meeting with the CEO:** I attended a meeting at CCCUL where the CEO of our company made a presentation for implementing H360 HMIS in the Hospital they are building.
2. **Work on a financial proposal:** I worked on a proposal for developing a courier service system.
3. **Adjust a financial proposal:** I modified a previously made financial proposal for HMIS based on new specification.
4. **Make a financial proposal:** I made a financial proposal for HMIS (Hospital Management Information System).



Company Supervisor



Academic Supervisor

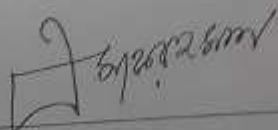
WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 2nd week
November 2021

Date: From 6th November 2021 to 11th

List of activities with brief description:

1. **Make a Feature list for a rental car app.**
2. **Adjust a financial proposal:** I modified a previously made financial proposal for iCabbi for rental car app.
3. **Work on a leaflet design:** I worked on a leaflet design for making an app for insurance company



Company Supervisor



Academic Supervisor

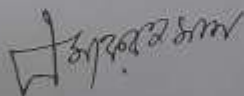
WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 3rd week
November 2021

Date: From 13th November 2021 to 18th

List of activities with brief description:

1. **Make a Work Order:** I prepared a work order for developing a Garage Management System Software.
2. **Make a financial proposal:** I prepared a financial proposal to Bangladesh Specialized Hospital for App Development.
3. **Make a financial proposal:** I prepared a financial proposal to Mother & Child Hospital & Research Institute for implementing HMIS.
4. **Worked on the company profile powerpoint.**



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

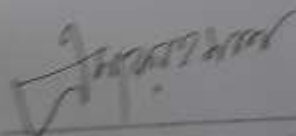
Week: 2nd week

November 2021

Date: From 21st November 2021 to 26th

List of activities with brief description:

1. Leaflet Layout: I designed a layout for a leaflet for mobile insurance app.
2. Make a Feature List: I prepared list of features to be mentioned in the leaflet of insurance app.
3. Leaflet Design: I prepared a design for insurance app leaflet.



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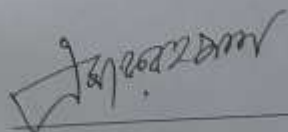
WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 5th week
November-December 2021

Date: From 27th November 2021 to 2nd
December 2021

List of activities with brief description:

1. **Prepare a Letter of Introduction:** I've prepared a letter of introduction that can be sent along with our company's introduction.
2. **Adjust a Financial Proposal:** I adjusted a Financial Proposal for Physiotherapy Center Management Software.
3. **Adjust a Work Order:** I adjusted a Work Order for Physiotherapy Center Management Software.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 6th week
December 2021

Date: From 4th December 2021 to 9th
December 2021

List of activities with brief description:

1. **Prepare a Power Point Presentation:** I've prepared a Power Point Presentation for BNACWC (Bangladesh National Authority for Chemical Weapons Convention) for developing Automation Software.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 7th week
December 2021

Date: From 11th December 2021 to 15th
December 2021

List of activities with brief description:

1. **Prepare a Financial Proposal:** I've prepared a Financial Proposal for BNACWC (Bangladesh National Authority for Chemical Weapons Convention) for developing Automation Software.
2. **Prepare a Financial Proposal:** I've prepared a Financial Proposal for developing College Management Software for East West Medical College.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 8th week
December 2021

Date: From 19th December 2021 to 23rd
December 2021

List of activities with brief description:

1. **Prepare an SRS:** I've been asked to prepare an SRS (Software Requirement Specification) For Courier Management System for Provati Courier Limited. I've started working on it this week.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 9th week
December 2021

Date: From 26th December 2021 to 30th
December 2021

List of activities with brief description:

1. **Prepare an SRS;** I've been asked to prepare an SRS (Software Requirement Specification) For Courier Management System for Provatii Courier Limited. I've started working on it last week and finished the first draft on this week. After it is reviewed, I shall update it based on what needs to be corrected and added.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 10th week
January 2022

Date: From 1st January 2022 to 6th January 2022

List of activities with brief description:

1. **Submit an SRS after adjustment:** I've been asked to prepare an SRS (Software Requirement Specification) For Courier Management System for Provati Courier Limited. I've been working on it for last two weeks and finished the first draft on last week. After it was reviewed, I have updated it based on what needs to be corrected and added. I have submitted the completed version of the SRS.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 11th week
January 2022

Date: From 8th January 2022 to 13th January 2022

List of activities with brief description:

1. **Adjust a Power Point Presentation:** I've been asked to adjust the power point presentation developed for BNACWC project. I have made the adjustment and submitted it.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 12th week
January 2022

Date: From 16th January 2022 to 20th January 2022

List of activities with brief description:

1. **Prepare a Financial Proposal:** I've been asked to prepare a technical and financial proposal for TMSS Healthcare Centre for HR & Payroll Management System. I completed the proposal and submitted it for review. After it was reviewed, I made the required adjustment and submitted it.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 13th week
January 2022

Date: From 23rd January 2022 to 27th January 2022

List of activities with brief description:

1. **Prepare a Financial Proposal:** I've been asked to prepare a technical and financial proposal for Advanced Hospital for Hospital Management System. I completed the proposal and submitted it for review. After it was reviewed, I made the required adjustment and submitted it.
2. **Prepare a Technical Proposal:** I've been asked to prepare a technical proposal for Insurance Mobile Application. I completed the proposal and submitted it for review. After it was reviewed, I made the required adjustment and submitted it.



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WEEKLY OVERVIEW OF INTERNSHIP ACTIVITIES

Week: 14th week
January 2022

Date: From 29th January 2022 to 31st January 2022

List of activities with brief description:

1. **Prepare a Financial Proposal:** I've been asked to prepare a technical and financial proposal for GoldSands Hotel & Resorts Ltd. for Development of Mobile Application. I completed the proposal and submitted it for review. After it was reviewed, I made the required adjustment and submitted it.
2. **Prepare a Financial Proposal:** I've been asked to prepare a technical and financial proposal for RTM International for HR & Payroll Management System. I completed the proposal and submitted it for review. After it was reviewed, I made the required adjustment and submitted it.



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