

Summer Internship Programme (SIP)

STUDENT GUIDELINE | 2023-25

for
MBA Hospital and Health Management
MBA Pharmaceutical Management
MBA Development Management
Programs





Ref. No: SIPHER/169/2024

Date: 11th July, 2024

Completion Certification from the Organization

CERTIFICATE

This is to certify that Dr. Eshvita Bhadoo, of 2023-25 batch of The IIHMR University, Jaipur, has worked with our organization for her summer internship from 1st May to 30th June 2024. The overall performance shown by her during the period was excellent/good/average. The Certificate is being issued on meet the requirements of the IIHMR, University.

Date: 11th July 2024

(Signature of organization Mentor)

Name: Dr. Rakesh Gupta

Designation: President

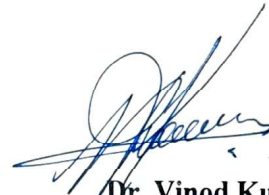
Seal/Stamp of the Organization

IIHMR University Faculty Mentor Approval

This is to certify that **DR. ESHVITA BHADOO** of academic year 2023-25 of **INSTITUTE OF HEALTH MANAGEMENT RESEARCH** has prepared a poster with respect to her summer internship held during May-June 2024.

She has carried out work as per the guidelines. Her poster is approved for presentation.

Date: 20/07/2024

A handwritten signature in blue ink, appearing to read 'Dr. Vinod Kumar SV', with a large, sweeping flourish at the end.

Dr. Vinod Kumar SV

Professor

IIHMR University Jaipur



Strategic Institute for Public Health Education and Research

By: Dr. Eshvita Bhadoo

Org. Mentor: Prof. (Dr.) Sonu Goel

Uni. Mentor: Dr. Vinod Kumar SV

IIHMR UNIVERSITY

HISTORY

SIPHER was established in 2018 under the Societies Registration Act (XXI of 1860), with a fundamental purpose of creating a specialised public health workforce who can plan, execute and monitor national health programs and public health initiatives for tackling emerging public health challenges.

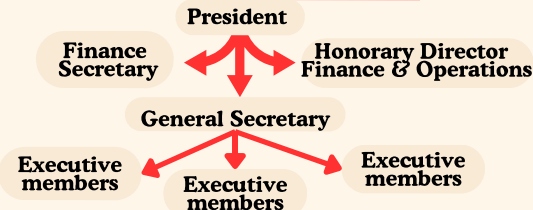
MISSION

Our mission is to contribute to health and well-being of all people through strengthening public health education; supporting, developing and implementing evidence based public health programmes and scaling-up locally relevant research in India and beyond for overall achievement of health-related goals and targets as defined under SDGs 2030.

VISION

We envision supporting public health actions for accelerating progress towards achieving healthy lives and promoting well-being of all.

ORGANIZATION STRUCTURE



- Expertise of experienced faculty members.
- Strong research capabilities and access to extensive public health data.
- Well-established collaborations with national & international health organizations.



- Need for more streamlined administrative processes.
- Lack of internal management.
- Lack of inter departmental communication



- Expansion of research scope to emerging public health issues.
- Opportunities for securing international grants and funding.
- Potential for developing new training programs and workshops.



- Competition from other research institutions.
- Changes in public health policies affecting funding and research priorities.
- Risk of data breaches and cybersecurity threats.

IMPORTANCE

- **Career Preparation:** Helped in gaining practical knowledge that can be directly applied to my career in public health research and management.
- **Networking:** Made professional contacts with seasoned researchers and those who work in the field of public health.
- **Increased Knowledge:** It strengthened my academic background, supplementing it with a solid base for future career in public health.

PRACTICAL v/s THEORETICAL

- **Research Methodology:** I had an opportunity to learn about scoping review methods more deeply.
- **Data Analysis:** Gained knowledge on qualitative and quantitative data analysis.
- **Academic Writing:** Improved my ability in writing and revising research papers being a third author.
- **Project Management:** Time management, resource allocation and group work were some of the lessons learned in project management.

CHALLENGES

- **Data Accessibility:** Faced some challenges in the access of some health databases, which were later addressed.
- **Time Management:** Felt need for an effective time management strategy to balance all the multiple projects and meet the deadlines.
- **Remote Coordination:** Communication and logistical difficulties occurred to coordinate among team members and supervisors from different geographical locations.

LESSONS

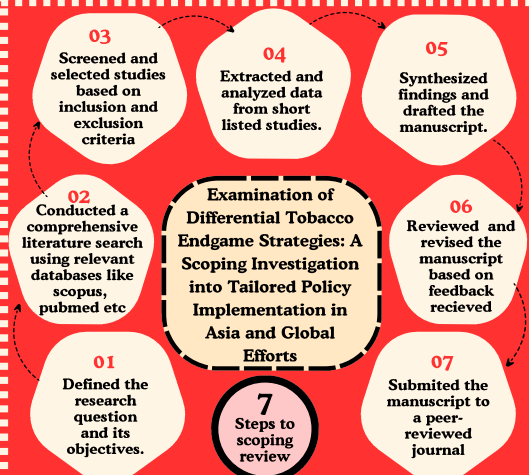
- **Public Health Insights:** Got more insights into worldwide public health matters and strategies for tobacco endgame globally.
- **Research Ethics:** Understood the ethical implications of public health research, such as data privacy and participant confidentiality in research.
- **Policy Implications:** Understood how research results affects the public health policy and practice.

SUGGESTIONS

- **Funding:** Finding extra sources of financing larger-scale projects & researches & improve resource availability.
- **Administrative Efficiency:** Streamlining administrative processes to ensure timely and better operational efficiency.
- **Training Programs:** Producing additional training programs & workshops specialized in advanced research methodologies.

SCOPING REVIEW OBJECTIVES

- **Identified the Scope, Analyzed Research Trends and Gaps of Existing Research.**
- **Evaluated Public Health Interventions globally regarding the tobacco end-game strategies.**
- **Evidence based recommendations for policymakers and practitioners.**



Summer Internship Programme (SIP) Guidelines

Overview

Summer Internship is an integral part of the MBA Hospital and Health Management/MBA Pharmaceutical Management/MBA Development Management program. As a part of the curriculum, each student of the first year is required to undergo an eight-week internship known as “Summer Internship”. Summer internship is undertaken with reputed organizations as assigned by the IIHMR University.

Objectives

- A. To allow students to observe and learn day to day micro-level operations and management of a hospital/ health /pharma/development organizations.
- B. To provide opportunity to students so that they can relate the theoretical concepts learned in the class with the practical experience during their internship.
- C. To enable the student to explore the industry/ organization and sharpen their skill in respective field.
- D. To provide invaluable experience which helps the student to apply their understanding into real life work environment.
- E. To provide an opportunity for the pre-placement offer.
- F. To enable the students to identify gaps/issues/problems associated with operational area/programmes.
- G. To empower the students so that they can provide valuable suggestions on the identified gaps/issues/problems.

At the end of the Summer Internship the student should develop fair understanding of management of issues around patient care, health care, pharmaceutical management, development management. Summer internship should be completed with dedication and should be valued for the exposure it provides.

Duration

8 Weeks - 01st May to 30th June 2024

Expectations

The summer internship for MBA students is the first exposure to an organization. The placement of summer internship is so designed that the student can observe different operations of organization keeping in view the fact that they have some theoretical knowledge of management as to how the hospitals/healthcare/pharmaceutical/ development organization’s function. The student, being new to the functioning of his/her respective sector, should seek special support from organization mentor to enhance his/her pace of learning during the stay in the organization.

- Students are expected to choose their planned option and inform the placement cell on or before April 17, 2024.
- A student will not be allowed to change the organization assigned by the IIHMR University.
- Summer internship is an integral part of the course curriculum. It is, therefore, mandatory for the students to complete all the requirements stated in the guideline.

- Students should do micro level operations and management of the hospital/health care/ pharma and development organization.
- Assist in their daily operations and programme management.
- Keep regular contact with the University mentor for guidance and clarification.
- Prepare a poster on the work done in a specific department/ case/ issue/ management function undertaken during summer internship.
- A poster presentation and viva voce will be organized at IIHMR University on completion of summer internship. Each student needs to prepare herself/himself in a manner so that they can confidently make a presentation and answer questions asked by the panel members.

Instruction for Students

- All students are expected to maintain a high standard of discipline, punctuality, and regularity during the internship at their respective organizations.
- Students are advised not to use any material (including logo) without the permission of the organization.
- Students will have to follow all the rules and regulations of the organizations like discipline, attendance, dress code etc.
- Students should regularly contact with the Faculty Mentor and submit the report weekly (annexure E) through e-mail.
- The joining date at the organization for summer internship should be immediately informed to the university mentor with a copy to the school Dean and placement cell.
- If a case of any indiscipline by student comes to the notice of the IIHMR University, he/she will be liable to face disciplinary action.

Time Schedule for Summer Internship Programme (SIP)

Steps	Activity	Time Frame
1	Briefing about Summer Internship	April 18, 2024
2	Preparation for Summer Internship by the mentor and collecting the required joining documents from Placement Cell	April 29 - April 30, 2024
3	Summer Internship Program	May 1 – June 30, 2024,
4	Joining and report to the organization for summer internship	May 1, 2024
5	Acclimatization phase of the summer internship: Understanding organization, systems and interaction with mentor/guide and management officials.	May 1 - May 4, 2024
6	Preparation of poster with Mentor of the Organization	June 26 – June 30, 2024
7	Report back to the IIHMR University	July 1 – July 2, 2024
8	Sharing, Finalization and Approval of the poster with the Mentor of the University.	July 1 – July 5, 2024
9	Viva voce and poster presentation at IIHMR University	July 15 – July 19, 2024

Contents of Summer Internship Programme (SIP)

The major content of the summer internship programme aims at getting practical exposure and relate it with the learning in the university.

It also aims at observing the various departments of the organization and learning the day-to-day micro level operations and management of the hospital/health care/ pharma and development organization.

The student should cover following details during summer internship and prepare a poster accordingly:

Profile of the organization

1. Brief history and description about organization
2. Organization vision and mission
3. Organization structure

Learning and Value Additions

4. Difference between practical exposure at SIP organization and theoretical understanding from IIHMR University
5. SWOT analysis (On a specific department/ case/ issue/ management function)
6. Challenges faced during internship.
7. Learnings during internship
8. Usefulness of internship

Suggestions

9. The suggestions which you would like to give to the organization related to the day-to-day operations and management of the department/ organization.

Guidelines for poster layout:

- The size of the poster will be 4 x 3 feet.
- Use different font sizes for heading, subheading, and texts.
- Photo of the organization and activities

Prerequisite for poster presentation

- The student should bring the completion certificate on the letterhead of the organization (Annexure A) and show it to the university mentor before finalization of poster.
- Students should get approval of the university mentor in a prescribed format (Annexure B) and show it to the panel members before poster presentation.

Reporting

The students must be in contact with the university mentor and regularly update the progress to the concerned mentor.

Evaluation

The total marks of the summer internship are 200. The evaluation of 100 marks of the student performance in the summer internship will be done by the faculty mentor based on the rubric (Annexure C) and rest of the 100 marks will be based on the poster presentation and viva-voce with the panel members on the dates decided for the evaluation by the University. The marks will be given by the panel members based on the rubric (Annexure D). After presentation to the panel the approved soft copy of the approved weekly reports (8 no's) (Annexure E), the approved compiled report (Annexure F) and approved poster to be submitted to the library.

The students are required to submit a SIP Report (in soft copy) and get it duly approved by their mentors. The format of the SIP report and its specifications are detailed below.

Format of SIP Report, in respective order:

1. Cover Page (as per the template)
2. Certificate of Completion Certification from the Organization (Annexure A)
3. Certificate from IIHMR University Faculty Mentor Approval (Annexure B)
4. Approved colored poster in A4 size.
5. Weekly Reporting Format (Annexure E) (8 reports for 8 weeks)
6. Compiled report (Annexure F)

Format Specifications:

1. Left Margin- 1.25"
2. Right Margin - 1"
3. Top Margin - 1"
4. Bottom Margin - 1"
5. Font for Heading Times New Roman, 14 points Bold.
6. Font for Text Times New Roman, 12 points

Students who do not complete SIP along with poster presentation in stipulated time will be treated as fail.



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HEALTH EDUCATION & RESEARCH



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sipher2018@gmail.com

Ref. No: SIPHER/169/2024

Date: 11th July, 2024

Completion Certification from the Organization

CERTIFICATE

This is to certify that Dr. Eshvita Bhadoo, of 2023-25 batch of The IIHMR University, Jaipur, has worked with our organization for her summer internship from 1st May to 30th June 2024. The overall performance shown by her during the period was excellent/good/average. The Certificate is being issued on meet the requirements of the IIHMR, University.

Date: 11th July 2024

(Signature of organization Mentor)

Name: Dr. Rakesh Gupta

Designation: President

Seal/Stamp of the Organization

Annexure B

IIHMR University Faculty Mentor Approval

This is to certify that Dr./Mr./ Ms. Eshvita Bhadoo _____ of academic year 2022-24 of Hospital and Health Management _____ (Name of the school) has prepared a poster with respect to his/her summer internship held during May-June 2023.

He /she has carried out work as per the guidelines. His / Her poster is approved for presentation.

Date:

(Signature of Faculty Mentor)

Name:

Designation:

Annexure-C

Summer Training Evaluation by Faculty Mentor

Name of the Student: Eshvita Bhadoo

Student Roll Number: 1707

Report on Summer Training - *Students will submit the Poster of work done with the organization during the summer training, (Assigned by the Organization).*

Attributes	Max Marks	Marks Obtained
Regularity in reporting to faculty mentor (8 week-8 report)	25	
Sincerity, hardworking, understanding & revisability	25	
Layout of Poster	25	
Quality of data (Appropriate, adequate, and authentic)	25	
Total	100	

Signature:

Date of Evaluation:

Name of the Faculty Mentor:

Annexure-D

Summer Training Evaluation by Panel

Name of the Student: Eshvita Bhadoo

Student Roll Number: 1707

Report on Summer Training - Students will submit the Poster of work done with the organization during the summer training, (Assigned by the Organization).

Attributes	Max Marks	Marks Obtained
Presentation Skill	25	
Defending the questions raised by the Panel members	25	
Ability to link theory with practices (SWOT, Usefulness of internship, suggestions etc)	25	
Overall learning from the summer internship	25	
Total	100	

Signature:

Date of Evaluation:

Panel Members:

Faculty 1 (External)	Faculty 2 (Internal)	Faculty 3 (Internal)
Name and Signature	Name and Signature	Name and Signature

Reporting Format (Weekly)

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 1

From: May 1st 2024 to May 4th 2024

Activity Done	• Scoping review on the topic of 'tobacco endgame' • Writing report for panel discussions • Deciding the topic for my dissertation
Linking theory (Classroom learning) with practice at your organization	• Applied knowledge of research methodologies to conduct scoping review. • Integrated AI tools to enhance my efficiency in writing transcripts for videos and showcased direct application of learned technological capabilities.
Gaps identified on the working area.	• Did not know how to use applications like rayyan that helped a lot to minimize my time spent on manual screening. • Did not know how to use advanced search to efficiently extract title/abstract from Pubmed.
Suggestions for improvement	• Incorporation of training sessions on the latest AI tools and software research to enhance overall productivity and efficiency, also to reduce the human error.
Plan for the next week	• Continue with the scoping review and finalization of the selected articles. • Draft a detailed report of the event. • Attend workshops or training sessions to improve my skills in AI usage.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 2

From: May 6th, 2024 to May 11th, 2024

Activity Done	• Used advanced PubMed for title extraction. • Started data extraction/data charting of 65 studies that were filtered. • Created tables in Excel. • Made citations using Mendeley. • Attended and participated in induction training on projects to stop and control tobacco, and statewise policies for it.
Linking theory (Classroom learning) with practice at your organization	• Implemented my excel skills learned in online workshop attended before college. • Gained practical insights into public health policies and strategies through participation in induction training, reinforcing theoretical learning about tobacco control measures.
Gaps identified on the working area.	• Need for more advanced training on data charting to ensure accuracy and consistency. • Potential improvement in the integration of citation management software with other research tools.
Suggestions for improvement	• Organize additional training sessions focusing on advanced data charting techniques and best practices.
Plan for the next week	• Continue with data charting for the remaining studies. • Prepare a preliminary draft of findings based on the extracted data. • Attend any additional training sessions or workshops offered on advanced research techniques.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 3

From: May 13th, 2024 to May 18th, 2024

Activity Done	• Wrote a report on AIIMS for Resource Centre for Tobacco Control (RCTC) • Learned about Longitudinal Ageing Study in India (LASI) • Initiated to learn to use the software 'R' and R Commander for research purposes. • Learned new points about case control studies. • Volunteered in the 4th National Summit on World No Tobacco Day 2024, including making guidelines for upcoming competitions. • Prepared for hosting a session with the national youths in the summit. • Promoted the Summit at individual and group levels. • Sorted data for the action plan, proposed plan for WNTD, support letters, and drafted individual letters for 22 medical colleges selected as part of the "Consortium of Medical Colleges for a Tobacco-Free India" initiative led by RCTC at PGIMER Chandigarh
Linking theory (Classroom learning) with practice at your organization	• Applied report-writing skills from academic projects to create a detailed report for RCTC on AIIMS. • Leveraged event planning and public health promotion skills from classroom projects to volunteer effectively for the National Summit on World No Tobacco Day 2024. • Demonstrated organizational and communication skills by promoting the Summit and preparing guidelines for the event. • Increased my networking skills by sending out invites for the event.
Gaps identified on the working area.	• Improvement required in coordination and communication strategies for large-scale event management.
Suggestions for improvement	• Develop a more structured communication and coordination plan for managing large-scale events effectively.
Plan for the next week	• Continue preparing for the World No Tobacco Day 2024 Summit, focusing on finalizing guidelines and event details. • Attend any additional training sessions or workshops on event management and research methodologies.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 4

From: May 20th, 2024 to May 25th, 2024

Activity Done	• Volunteered in the 4th National Summit on World No Tobacco Day 2024. • Developed scientific questions for pre and post-test to conduct a small research along with the summit. • Created a 100+ slide presentation for the summit. • Participated in the poster-making competition to be conducted in the summit. • Managed all competitions for the summit. • Was assigned two sessions for hosting during the event. • Started learning basics of Python and R through Udemy along with the internship.
Linking theory (Classroom learning) with practice at your organization	• Applied knowledge of research design from coursework to develop scientific questions for pre and post-test assessments. • Utilized presentation skills from academic projects to create an extensive 100+ slide presentation for the summit. • Leveraged artistic and promotional skills by participating in and managing poster-making competitions, aligning with public health campaign strategies. • Demonstrated event management capabilities by overseeing all competitions, showcasing practical application of organizational behavior studies. • Integrated learning from online courses (Python and R) with practical research tasks, enhancing data analysis proficiency.
Gaps identified on the working area.	• Need for more comprehensive training in Python and R to fully utilize their potential in research projects. • Improved coordination required among team members for managing summit activities effectively.
Suggestions for improvement	• Schedule regular training sessions focused on advanced Python and R applications relevant to public health research. • Develop a clear communication and coordination framework to streamline the management of summit activities.
Plan for the next week	• Finalize preparations for hosting sessions and managing competitions at the World No Tobacco Day 2024 Summit. • Continue learning and applying Python and R to ongoing research projects. • Attend additional training sessions or workshops to improve skills in event management and data analysis.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 5

From: May 27th, 2024 to May 31st, 2024

Activity Done	• Worked tirelessly on the PowerPoint presentation for the summit • Hosted 2 sessions at the summit • Won 2nd place in the poster-making competition • Received the Best Volunteer Award at the summit • Writing a complete report of the event • Learning data processing (handling missing data, encoding categorical data) in Python through Udemy
Linking theory (Classroom learning) with practice at your organization	• Applied presentation skills and attention to detail from academic projects to enhance the summit's PowerPoint presentation. • Utilized public speaking and communication skills to effectively host sessions, reflecting training received in classroom discussions and presentations. • Demonstrated creative and competitive skills by winning second place in the poster-making competition, tying theoretical knowledge of public health promotion with practical application. • Achieved recognition for volunteering, showcasing leadership and organizational skills developed through group projects and extracurricular activities. • Implemented knowledge of event reporting and documentation from coursework to compile a comprehensive report of the summit.
Gaps identified on the working area.	• Better strategies required for managing large-scale event documentation and reporting.
Suggestions for improvement	• Develop a structured approach to event reporting, ensuring comprehensive documentation and timely submission.
Plan for the next week	• Finalize and submit the complete report of the World No Tobacco Day 2024 Summit. • Continue learning and applying advanced data processing techniques in Python. • Start preparing for new research projects. • Attend any available training sessions to further improve skills in data analysis and event management.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 6

From: June 3rd to June 8th 2024

Activity Done	• Report Completion of National Summit on World No Tobacco Day. • Used Excel and Datawrapper to make the maps of India mapping the number of participants from each state. • Made creative games for a 3-day workshop on National Workshop on Implementation of WHO- MPOWER and FCTC Article 5.3 organized by Resource Centre for Tobacco Control. • Made creative energizers for courses to be conducted by IPHMDP.
Linking theory (Classroom learning) with practice at your organization	• Applied data visualization techniques learned in my coursework to create maps using Excel and Datawrapper. • Utilized project management and organizational skills to complete the report on the National Summit, ensuring thorough documentation and timely submission. • Implemented concepts of adult learning and engagement from my health management courses to design interactive and creative games and energizers for workshops and courses.
Gaps identified on the working area.	• Lack of standardized templates for reporting, which leads to inconsistencies and additional time spent on formatting. • Insufficient use of advanced data visualization tools beyond basic software, limiting the presentation quality of participant data.
Suggestions for improvement	• Develop and implement standardized reporting templates to streamline documentation processes. • Introduce training sessions on advanced data visualization tools like Tableau or Power BI to improve data presentation.
Plan for the next week	• Conduct a detailed review and analysis of the feedback from the National Workshop on Implementation of WHO- MPOWER and FCTC Article 5.3. • Create a comprehensive database of workshop participants, including demographics and engagement levels, using advanced data analysis tools. • Make presentation for the National Workshop.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 7

From: JUNE 10th, 2024, to JUNE 15th 2024

Activity Done	• Attended the B10X 2-day workshop on AI tools to enhance efficiency. • Created a slide presentation for the 3-day National Workshop on Implementation of MPOWER and FCTC Article 5.3. • Researched and compiled newspaper articles for the 29th edition of Tobacco Free Times. • Developed questions for the qualitative study related to the workshop. • Formulated questions for focus group discussions.
Linking theory (Classroom learning) with practice at your organization	• Applied knowledge from my AI and technology courses to understand and utilize AI tools effectively, thereby enhancing my productivity and efficiency. • Leveraged my skills in presentation design and information organization to create impactful slides for the National Workshop, reflecting my learning in health communication and education. • Utilized research skills acquired in my coursework to find and curate relevant newspaper articles for the Tobacco Free Times. • Applied qualitative research methods learned in class to develop comprehensive questions for the study and focus group discussions, ensuring alignment with the workshop's objectives.
Gaps identified on the working area.	• Need for ongoing training on new AI tools to keep up with technological advancements and maintain efficiency. • Lack of a systematic approach for sourcing and archiving newspaper articles for future editions of the Tobacco Free Times. • Insufficient engagement strategies in focus group discussions that could enhance the depth and breadth of qualitative data collected.
Suggestions for improvement	• Implement regular training sessions on AI tools and other technological advancements to continuously improve efficiency and productivity. • Develop a systematic process for sourcing, reviewing, and archiving newspaper articles.
Plan for the next week	• Finalize and rehearse the slide presentation for the National Workshop to ensure smooth delivery. • Compile and review the newspaper articles found for the Tobacco Free Times and prepare them for publication. • Conduct pilot tests for the qualitative study and focus group discussion questions to refine them before the actual sessions.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 8

From: JUNE 18th 2024 to JUNE 22nd 2024

Activity Done	• Attended the National Workshop on Implementation of MPOWER and FCTC Article 5.3. • Hosted various sessions during the workshop. • Conducted games and interactive activities for participants. • Created and distributed feedback forms, then analyzed the responses to create graphical representations. • Wrote detailed reports for each session of the workshop.
Linking theory (Classroom learning) with practice at your organization	• Applied public speaking and facilitation skills from my coursework to effectively host and manage workshop sessions. • Used my understanding of engagement strategies to design and conduct games, ensuring active participation and learning. • Implemented knowledge of survey design and data analysis to create, distribute, and analyse feedback forms, producing insightful graphs for evaluation. • Leveraged my report writing skills to document session activities comprehensively, aligning with best practices in health communication and documentation.
Gaps identified on the working area.	• Need for more advanced tools and techniques to enhance participant engagement during workshops. • Inconsistent methods for collecting and analysing feedback, leading to potential gaps in understanding participant experiences. • Lack of a structured format for session report writing, which can lead to variations in the quality of documentation.
Suggestions for improvement	• Standardize the process for creating and analysing feedback forms to ensure consistent and accurate data collection. • Need to develop a structured template for session report writing to maintain high-quality and consistent documentation.
Plan for the next week	• Work with another workshop of IPHMDP (International Public Health Management and Development Program). • Refine the games and interactive activities based on participant feedback for future workshops.

Signature of the Student

Approved by the IIHMR University's Mentor

Name of the Organization: Strategic Institute for Public Health Education and Research

Area/ Department/ Project of Summer Internship Program: Tobacco Control and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Week no: 9

From: JUNE 24th 2024 to JUNE 29th 2024

Activity Done	Organized International Public Health Management Development Program (IPHMDP) - Assisted in organizing the program, which included 37 participants from 18 countries. - Took charge of the conduction of games and interactive activities for participants. Podcast Production - Produced 7 episodes of the podcast "Health Frontiers: Insights from Global Experts" for the official website of IPHMDP. - Featured experts such as Dr. Sonu Goel, Dr. Kritika Upadhyay, Prof. Surya Narayan Panda, Dr. Parveen Kumar, Dr. Mahesh Devnani, Dr. Shankar Prinja, and Dr. Manjushri Sharma in the podcast episodes.
Linking theory (Classroom learning) with practice at your organization	- Applied organizational and event management skills learned in coursework to effectively coordinate the International Public Health Management Development Program. - Utilized communication and media production skills from academic projects to create high-quality podcast episodes, enhancing the dissemination of public health insights.
Gaps identified on the working area.	- Need for more advanced techniques in managing large-scale international programs. - Improved strategies for engaging international participants in interactive activities.
Suggestions for improvement	- Bring in workshops or training sessions focused on advanced event management and international program coordination. - Develop innovative methods to increase participant engagement in future programs.
Plan for the next week	

Signature of the Student

Approved by the IIHMR University's Mentor

SUMMER INTERNSHIP PROGRAM

at

SIPHER

Strategic Institute for Public Health Education and Research

1st May 2024 to 30th June 2024

A REPORT BY

Eshvita Bhadoo

Master of Business Administration

Hospital and Health Management

2023-25

under the Mentorship of

Dr. Vinod Kumar SV, Professor IIHMR University, Jaipur



Compiled Reporting Format

Name of the Organization: Strategic Institute for Public Health Education and Research (SIPHER)

Area/ Department/ Project of Summer Internship Program:

Tobacco Endgame and Workshops

Name of the Student: Eshvita Bhadoo

Roll no: 1707

Stream: Hospital and Health Management

Activity Done	• Scoping Review and Data Management: Conducted a scoping review of the given research topic: “Examining Differential Endgame Strategies: Asia Versus Global Initiatives - A Scoping Study on Tailored Policy Execution” and the method of data extraction and charting of the 65 studies involving- making tables in excel, citation using Mendeley and generation of scientific questions for small-scale research. • Summit Preparation and Participation: Participated in the 4th National Summit on World No Tobacco Day 2024 establishing a 100+ slide presentation, organized summit competitions, and participated in the poster competition winning the 2nd position and was award the Best Volunteer. • Learning and Skill Development: Got to know about the Longitudinal Ageing Study in India (LASI), started learning R and Python for research and got the basic understanding of case control studies. • Reporting and Documentation: Finalized the report of World No Tobacco Day 2024 Summit; organized the data of Summit action plan and typed out support letters for the launch of “Consortium of Medical Colleges for a Tobacco-Free India”. • Workshop Preparation and Participation: Developed games and energizers for the workshops that I facilitated. Also joined the B10X two-day online workshop on “AI tools” and took part in the organizing of National Workshop on “Implementation of WHO-MPOWER & FCTC Article 5.” 3. • Interactive Activities: Conducted games and interactive activities for workshop participants, created and distributed feedback forms, analyzed responses through graphs, and wrote
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	detailed session reports. • Organizing IPHMDP: Helped in coordinating the International Public Health Management Development Program, overseeing the games and group work, and authored and produced 7 episodes of the ‘Health Frontiers: Insights from Global Experts’ podcast.
Linking theory (Classroom learning) with practice at your organization	• Used knowledge acquired through research methodologies to perform scoping reviews and deal with data acquisition. • Employed analysis and data management in cases such as the extraction of titles, making of an Excel table, and citation. • Linked the theoretical knowledge regarding the public health policies and the tobacco control activities and plans. • Conducted academic projects involving event planning and public speaking to volunteer at the summit. • Utilized excel and Datawrapper learnt to develop the maps. • Develop fun exercises and games for participants in the workshops through the knowledge of gamification acquired during the classes. • Applied AI and technology courses knowledge to incorporate AI tools in the procedures, increase working productivity. • Applied and utilized the skills in designing presentation and formatting and arranging information for creating articulate slides for the workshops. • Used qualitative research to formulate good and highly comparability questions for the studies and the focus group discussions. • Engaged public speaking and facilitation competence throughout the hosting and controlling of the workshop sessions. • Applied the survey design and data analysis to develop and facilitate the distribution of feedback forms containing questions and opinions. • Able to use the report writing skills to provide extensive details about the session activities. • Sought, used and applied organizational and event management skills when organizing the International Public Health Management Development Program. • Deployed theoretical knowledge from educational assignments focusing on the management and functioning of communication and media production to record polished podcasts.

Gaps identified on the working area.	• Delays were observed in new and inexperienced users in terms of an understanding of applications like Rayyan and more complex PubMed queries. • Reduction in the number of charts developed by medical staff due to advanced training on data charting and the science behind it. • Possible enhancement of the use of citation management software with other research instruments. • Lack of implemented, effective, and efficient means of liaising and working in conjunction for the processes of managing large-scale events. • Lack of adequate training in python and R to its full capability in the research activity. • Inadequate available templates for the reports due to which the formats lack homogeneity. • This research was undertaken due to the fact that there is no well-coordinated method established in sourcing and preserving newspaper articles. • Lack of Effective Engagement approaches in the Focus Group Discussions. • Lack of standardized approaches in the collection and analysis of feedback that might result in limited understanding of the participant's experience. • A desire to have a format while writing session reports.
Suggestions for improvement	• Schedule seminars or workshops involving the newest AI tools and software research to make the employees' operation more effective. • Schedule more workshops related to the effective use of charting tools, and new features of charting. • It is necessary to establish better organization of the communication and cooperation processes to be used in large-scale events. • Conduct weekly or biweekly training sessions that are devoted to the sophisticated use of Python or R as applied to public health research topics. • The summit's management should be effectively coordinated through the establishment of an efficient communication structure. • Incorporate standard forms and formats on reporting in order to minimize the use of protocols that involve extensive paperwork. • Establish training sessions where the employees can learn about the most sophisticated data visualization instruments such as Tableau or Power BI. • Seek to establish a pattern of use for the collection of relevant newspaper articles, reading up and storing them properly. • Mixed methods research: Improve the ways of engaging the focus group to improve the quality of data gathered. • Implement a template for developing and evaluating the feedback forms to attain more efficient and precise results.

	• Having a standard format which must be followed while preparing the session report will create more rigid structure which will not allow to neglect the proper documentation of the sessions. • Bring in workshops or training sessions focused on advanced event management and international program coordination. • Develop innovative methods to increase participant engagement in future programs.
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Signature of the Student

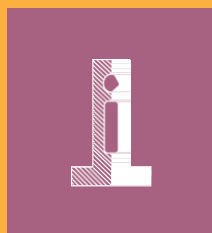
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