

INTERNSHIP REPORT

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Digital Inclined Pvt. Ltd., Noida

Submitted By

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MBA in Hospital and Health Management

Batch 2023-2025

IIHMR University, Jaipur

Internship Duration:

April 2025 - June 2025

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Introduction

This report summarizes my internship experience at Digital Inclined Pvt. Ltd., Noida, carried out between April 2025 and June 2025. The internship provided me with the opportunity to engage in the practical implementation of HR strategies aimed at improving employee mental health and well-being. Throughout the three-month period, I was actively involved in digital HR operations, wellness initiatives, employee engagement planning, and data analysis using platforms like Zoho People and HubSpot.

Objectives of Internship

1. To assess existing HR strategies focused on employee mental well-being.

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2. To implement structured wellness programs within a startup environment.
3. To utilize tools like Zoho People and HubSpot for monitoring engagement and feedback.
4. To enhance internal communication through multichannel platforms (WhatsApp, email, newsletters).
5. To support HR in building a sustainable, scalable mental health framework.

Organization Profile

Digital Inclined Pvt. Ltd., founded in 2022, is a dynamic tech startup offering cutting-edge digital solutions and marketing strategies for various industries across India. The organization is rooted in a human-centric work philosophy and prioritizes employee well-being as part of its organizational goals.

Their internal HR system integrates platforms such as Zoho People and HubSpot, which aid in structured employee engagement, automated feedback loops, and mental wellness monitoring. Regular wellness sessions, virtual check-ins, and flexible work policies support their mission to foster a mentally healthy work environment.

Key Activities/Projects Undertaken Other Than Dissertation

1. Employee Engagement Planning

- Designed and circulated anonymous mental health feedback forms.
- Scheduled and coordinated virtual wellness workshops across teams.

2. Digital Tool Implementation

- Helped configure and manage Zoho dashboards for wellness tracking.
- Used HubSpot for maintaining communication records and personalized outreach.

3. Communication and Policy Awareness

- Created wellness newsletters and policy briefs.

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- Assisted in drafting mental health awareness posters and digital content.

4. Data Monitoring and Reporting

- Collected weekly response data from WhatsApp, emails, and HR logs.
- Developed Excel-based reports to track participation, satisfaction, and policy reach.

Key Learnings from Internship

1. Mental Health Integration in HR:

Learned how HR practices can play a central role in promoting mental wellness, especially in startups where pressure and workload are intense.

2. Digital HR Tools:

Acquired hands-on experience in using Zoho People and HubSpot for managing employee engagement and automating wellness interventions.

3. Employee Communication:

Understood the importance of consistent and empathetic communication through WhatsApp, email, and newsletters in boosting trust and program participation.

4. Data-Driven HR Decisions:

Learned how to interpret data from feedback and attendance records to guide HR interventions and policy revisions.

5. Event Coordination:

Participated in the planning and execution of wellness events, learning how scheduling and relevance impact employee involvement.

6. Policy Development Insight:

Contributed to the drafting of flexible leave and well-being policy structures, aligning with employee preferences and organizational needs.

7. Professional Conduct:

Improved team collaboration, digital documentation, and reporting practices through interaction

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with mentors and department heads.