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College Code - 12306

Key Indicator – 6.3 Faculty Empowerment Strategies

Metric No. 6.3.3 – Number of professional development/administrative training programmes organized by the institution for teaching and non-teaching staff during the last five years.



**Brochures/Reports along with Photographs with
date and caption**

A. Jeyaraj

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

Circular

Date: 24-09-2018

We are pleased to announce a one-day training program on "Sharpen Your Skills" organized by Indhira College of Education will be held on 29-09-2018 in seminar hall. All are cordially invited for the same.

Thank you.



Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardhini
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M.P. Rama Priya
5	Mr.A.Jayapaul	Asst.Prof of Education	A. Jayapaul
6	Mr.N.Mohana kannan	Asst.Prof of Education	N. Mohana kannan

B.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.S.Arunchala Perumal	Asst.Prof of Education	S. Arunchala Perumal
2	Mrs.D.Jayakumari	Asst.Prof of Education	D. Jayakumari
3	Mrs.S. Rajalakshmi	Asst.Prof of Education	S. Rajalakshmi
4	Mr.C.Veeramanikandan	Asst.Prof of Education	C. Veeramanikandan
5	Mrs.G.Ponguzhali	Asst.Prof of Education	G. Ponguzhali
6	Mrs.D.Jothi	Asst.Prof of Education	D. Jothi
7	Miss.R.Subhalakshmi	Asst.Prof of Education	R. Subhalakshmi
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12	Ms.V.Suriya	Asst.Prof of Education	V. Suriya



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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR**



**Cordially welcomes you all for the
*ONE DAY TRAINING
PROGRAMME ON
SHARPEN YOUR SKILLS***

**RESOURCE PERSON
Dr. RADHIKA VIDHYASAGAR
Principal, ICOE**

DATE : 29-09-2018

VENUE : SEMINAR HALL

**Programme Organiser
Mrs. Subhashini
Assistant Professor**

A handwritten signature in green ink, appearing to read "A. Jayaraman".

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PANDUR, THIRUVALLUR-631 203**

**REPORT ON ONE-DAY TRAINING PROGRAMME ON
"SHARPEN YOUR SKILLS"**

Date: 29-09-2018

Introduction:

On September 29, 2018, a one-day training programme titled "Sharpen Your Skills" was organized at Indhira College of Education. The programme, led by Dr. Radhika Vidyasagar, Principal of the institution, aimed to enhance the skills of both staff and students. Mrs. Subhashini, Assistant Professor, played a pivotal role in organizing the event.

Session Overview:

Mrs.N.Jayavardhini conducted an interactive and activity-based session, focusing on skill development and enhancement. The training programme incorporated various engaging activities designed to stimulate learning and promote active participation among the attendees. Through practical exercises and discussions, participants were encouraged to hone their existing skills and acquire new ones.



A. Jayavardhini
-PRINCIPAL

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Staff and Student Engagement:

The interactive nature of the session fostered a dynamic learning environment, with both staff and students actively engaging in the activities. Participants enthusiastically participated in the various skill-building exercises, enjoying the opportunity to enhance their capabilities in a collaborative setting. The session facilitated meaningful interactions and knowledge exchange among the attendees.

Expression of Gratitude:

At the conclusion of the training programme, Mrs. Subhashini extended her gratitude to Dr. Radhika Vidyasagar on behalf of all the participants. She expressed appreciation for the insightful and engaging session, highlighting its impact on the personal and professional development of both staff and students. Dr. Radhika Vidyasagar's leadership and expertise were instrumental in making the event a success.

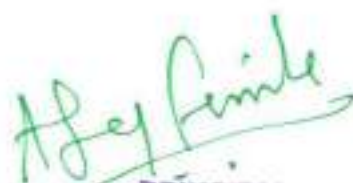
Feedback was collected from the participants to assess the effectiveness of the training programme. The responses were overwhelmingly positive, with many attendees expressing satisfaction with the content, delivery, and interactive nature of the session. Participants noted the practical relevance of the activities and the valuable insights gained from the training programme.

The one-day training programme on "Sharpen Your Skills" facilitated by Dr. Radhika Vidyasagar and organized by Mrs. Subhashini was a resounding success. The interactive and activity-based approach adopted during the session ensured an enjoyable and effective learning experience for all participants. The event not only contributed to skill enhancement but also fostered a sense of collaboration and camaraderie among the staff and students.



Programme Organiser

**Mrs. Subhalakshmi
Assistant Professor**



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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

OFFICE MANNERS

DATE : 07-05-2018

PLACE : B.ED OFFICE

PROGRAMME OFFICER

**Mr. N. Mohana Kannan
Assistant Professor
Indhira College of Education**

PARTICIPANT

**Mrs. N. Jayavardhini
Assistant Professor
Indhira College of Education**


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**INDHIRA COLLEGE OF EDUCATION,
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REPORT ON OFFICE MANNERS TRAINING PROGRAM

Date: 07-05-2022

INTRODUCTION

A training program on office manners was conducted by Mrs. Jayavardhini to Ms. Jayalakshmi, an office assistant at Indhira College of Education. The objective of this program was to instill professional conduct and etiquette in Ms. Jayalakshmi's interactions within the office environment.

OBJECTIVES

- To educate Ms. Jayalakshmi on the importance of office manners in creating a positive work environment.
- To enhance Ms. Jayalakshmi's communication skills and professionalism.
- To ensure that Ms. Jayalakshmi adheres to appropriate behavior and etiquette standards while performing her duties.

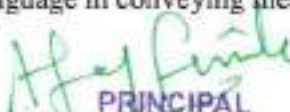
SESSION DETAILS

The training session took place on 3-11-2022 and lasted for an hour.

Mrs. Jayavardhini conducted the session, covering the following key topics:

a. Importance of Office Manners: The significance of maintaining decorum, respect, and professionalism in the workplace was emphasized. Mrs. Jayavardhini highlighted how positive office manners contribute to a conducive work environment and foster healthy relationships among colleagues.

b. Communication Skills: Techniques for effective verbal and non-verbal communication were discussed. This included active listening, clear articulation, and maintaining eye contact during conversations. Mrs. Jayavardhini also addressed the importance of tone and body language in conveying messages appropriately.


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c. Email Etiquette: Guidelines for composing professional emails, including proper salutations, clear and concise language, and timely responses, were provided. Mrs. Jayavardhini demonstrated how to structure emails for clarity and professionalism.

d. Respect for Colleagues: The importance of respecting diversity, valuing opinions, and maintaining confidentiality in the workplace was emphasized. Mrs. Jayavardhini encouraged Ms. Jayalakshmi to cultivate empathy and understanding towards her colleagues' perspectives.

e. Time Management: Strategies for managing time effectively and prioritizing tasks were discussed. Mrs. Jayavardhini emphasized the importance of punctuality and meeting deadlines to maintain productivity and professionalism.

INTERACTIVE ACTIVITIES

To reinforce learning, Mrs. Jayavardhini conducted interactive activities such as role-playing scenarios and group discussions. These activities allowed Ms. Jayalakshmi to practice applying office manners in different situations and receive feedback from her trainer.

CONCLUSION

The office manners training program concluded with a recap of key points discussed, and Mrs. Jayavardhini provided constructive feedback to Ms. Jayalakshmi. Mrs. Jayavardhini expressed confidence in Ms. Jayalakshmi's ability to apply the principles of office manners effectively in her role as an office assistant at Indhira College of Education.



Programme Organiser

Mr. N. Mohana Kannan
Assistant Professor
Indhira College of Education

Participant

Mrs. Jayalakshmi
Office Assistant



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LEGAL AWARENESS PROGRAMME

RESOURCE PERSON

Mrs.P.SARASVATHY
CIVIL COURT JUDGE



DISTRICT LEGAL SERVICE AUTHORITY

PLACE : DISTRICT COURT

DATE : 16-11-2018

[Signature]
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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

**REPORT ON LEGAL SERVICE AWARENESS PROGRAMME CREATED
BY
DISTRICT LEGAL SERVICE AUTHORITY AT DISTRICT COURT
DATE : 16.11.2028**

In a commendable effort to promote legal awareness and public health initiatives, the B.Ed students of Indhira College of Education took proactive steps by organizing an event at the District Court Tiruvallur. The event served as a platform for educating the public on legal rights and responsibilities, with particular emphasis on issues pertaining to the local community.

One of the highlights of the event was a skit aimed at raising awareness about dengue prevention and control. Through engaging performances, the students effectively conveyed important information to the public, empowering them to take preventive measures against the spread of the disease.

The event also featured an address by Trmt. Saraswathi, Civil Judge of DLSA Tiruvallur, who shared valuable insights and guidance on legal matters relevant to the community. Her presence added significant value to the event, underscoring the importance of legal literacy in ensuring justice and equality for all.

Mrs. D. Jayakumari and A. Jayapaul provided valuable support and guidance to the students throughout the event, facilitating its smooth execution. Their dedication and commitment were instrumental in the success of the initiative.

Overall, the event served as a testament to the proactive efforts of the B.Ed students in promoting legal awareness and public health initiatives within the community. It not only imparted valuable knowledge but also fostered a sense of social responsibility among the participants, highlighting the importance of collective action in addressing pressing societal issues.

Programme Organiser

**Mr.A.Jayapaul
Assistant Professor**

Principal

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PANDUR, TIRUVALLUR-631 203**

Circular

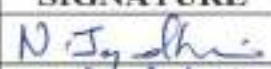

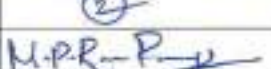

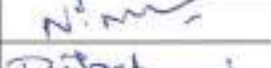


Date: 03-12-2018

We are delighted to announce an Orientation on "Psychological Well Being" hosted by Indhira College of Education. The event will take place on 10-12-2018, at the seminar hall. We extend a warm invitation to all interested individuals to join us for this informative session.

Thank you.


M.Ed Staff


Principal
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	
2	Mrs.U.Visalatchi	Asst.Prof of Education	
3	Miss.J.Lizzie	Asst.Prof of Education	
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	
5	Mr.A.Jayapaul	Asst.Prof of Education	
6	Mr.N.Mohana kannan	Asst.Prof of Education	
7	Mrs.D.Jayakumari	Asst.Prof of Education	

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12	Mrs.A.Janagi	Asst.Prof of Education	


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ORIENTATION ON PSYCHOLOGICAL WELL BEING

INDHIRA COLLEGE OF EDUCATION

PANDUR, THIRUVALLUR - 631 203

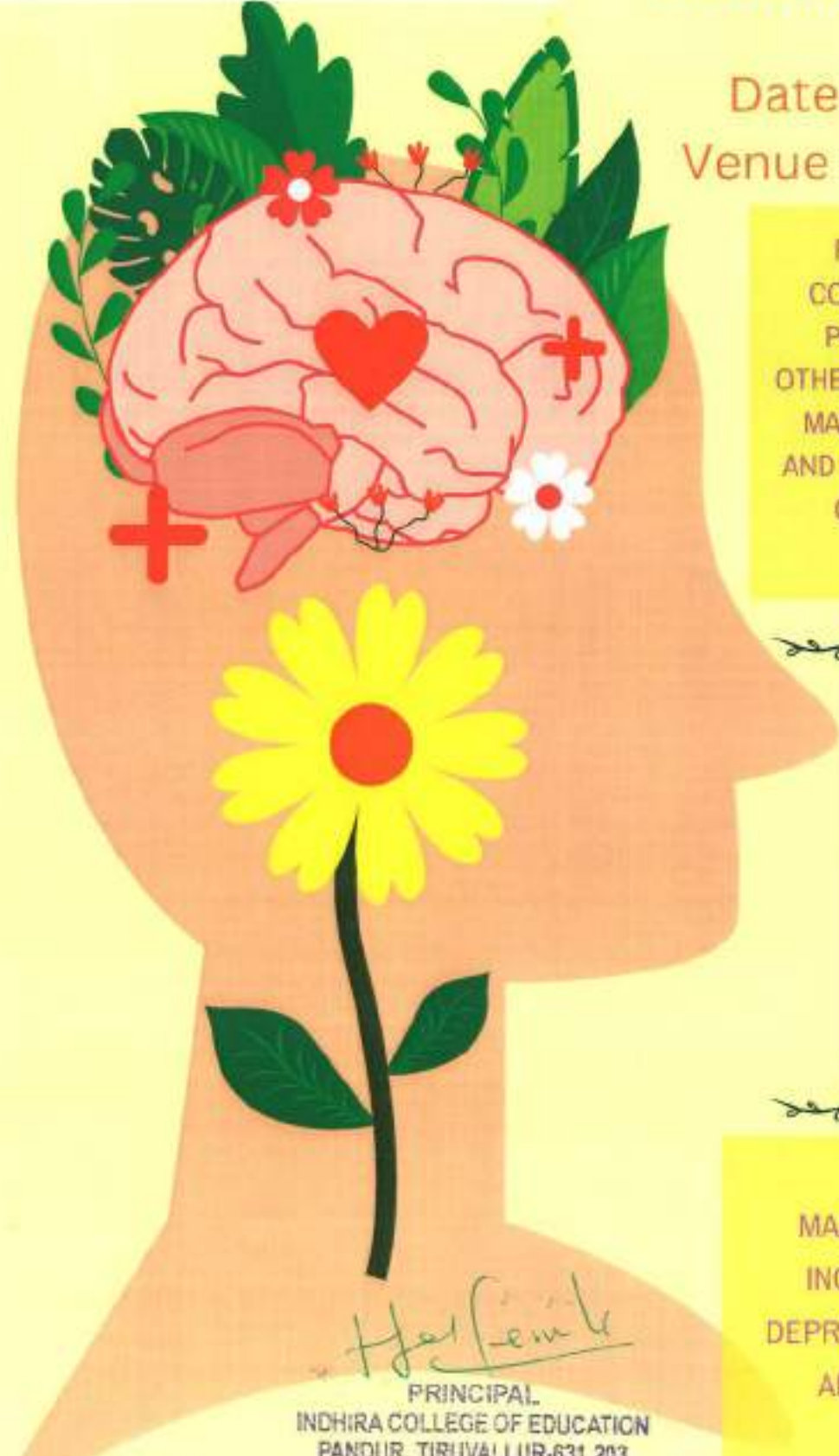
Date : 10-12-2018

Venue : Seminar Hall

PSYCHOLOGICAL WELL-BEING
CONSISTS OF SELF-ACCEPTANCE,
POSITIVE RELATIONSHIPS WITH
OTHERS, AUTONOMY, ENVIRONMENTAL
MASTERY, A FEELING OF PURPOSE
AND MEANING IN LIFE, AND PERSONAL
GROWTH AND DEVELOPMENT.

PSYCHOSOCIAL WELL-BEING IS A
SUPERORDINATE CONSTRUCT THAT
INCLUDES EMOTIONAL OR
PSYCHOLOGICAL WELL-BEING, AS
WELL AS SOCIAL AND COLLECTIVE
WELL-BEING [1,2]. THE TERM 'QUALITY
OF LIFE' IS SIMILAR TO PSYCHOSOCIAL
WELL-BEING IN THAT IT INVOLVES
EMOTIONAL, SOCIAL AND PHYSICAL
COMPONENTS

MAJOR PSYCHOSOCIAL ISSUES
INCLUDED FAMILY PROBLEMS,
DEPRESSION, ANXIETY, SUBSTANCE
ABUSE, SEXUAL ABUSE, AND
VIOLENCE.



H. J. Jeyaraj
PRINCIPAL,
INDHIRA COLLEGE OF EDUCATION
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REPORT ON ORIENTATION ON PSYCHOLOGICAL WELL-BEING

Date: 10-12-2018

On the 10th of December 2018, an orientation session on Psychological Well-Being was conducted, featuring Dr. Vatchala, Principal, Indhira College of Nursing as the resource person and Mrs. D. Jayakumari as the programme coordinator. The session aimed to provide insights into understanding and promoting mental health among participants.

Dr. Vatchala, an esteemed expert in the field, commenced the session by elucidating the significance of psychological well-being in contemporary society. She emphasized the importance of mental health awareness and de-stigmatization. Participants were introduced to various dimensions of psychological well-being, including emotional, social, and cognitive aspects.



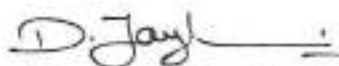
SPECIAL ADDRESS ON PSYCHOLOGICAL WELL BEING

Ajay Venkate
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

The session encompassed interactive discussions and informative presentations, allowing participants to engage actively in understanding the intricacies of mental health. Dr. Vatchala highlighted the role of resilience, coping mechanisms, and self-care practices in fostering psychological well-being. Practical strategies for managing stress, anxiety, and depression were also shared, empowering participants with tangible tools for enhancing their mental health.


Furthermore, Mrs. D. Jayakumari facilitated group activities aimed at promoting peer support and solidarity among participants. These activities fostered a conducive environment for open dialogue and sharing of personal experiences related to mental health challenges.

The orientation session concluded with a question and answer segment, providing participants with the opportunity to seek clarification and further insights from the expert. Participants expressed gratitude for the enriching experience and expressed eagerness to implement the knowledge gained in their personal and professional lives.




Programme Coordinator

Mrs. D. Jayakumari
Assistant Professor



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Circular

Date: 29-03-2019

We are pleased to announce a one-day Training Programme on "Connect with Care" organized by Indhira College of Education will be held on 02-04-2019 in the seminar hall. All are cordially invited for the same.

Thank you.


Principal
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INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

Connect Care



**WELCOMES YOU ALL FOR THE
ONE DAY TRAINING PROGRAMME ON
"CONNECT WITH CARE"**

organised by IQAC at
Indhira College of Education,
Pandur, Thiruvallur - 631 203

Resource Person
Mr . A . JAYAPPAUL
Assistant Professor in Education,
ICOE

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

DATE : 02-04-2019

VENUE : Seminar Hall

REPORT ON ONE-DAY TRAINING PROGRAMME ON CONNECT WITH CARE

Date: 02-04-2019

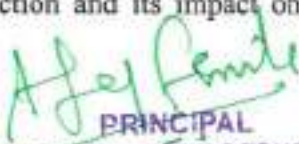
On 2nd April 2019, a one-day training programme titled "Connect with Care" was organized by Mrs. U. Visalatchi, Assistant Professor, at Indhira College of Education. The programme, facilitated by Mr. Jayapaul.A, aimed to raise awareness about mobile addiction and its associated hazards, as well as strategies for emotional balance in the digital age.



RANGOLI AND BOARD DECORATION MADE BY STUDENTS

Mr. Jayapaul . A conducted the training programme using an activity-based approach, engaging participants in interactive discussions and practical exercises. The session began with an exploration of mobile addiction, highlighting its prevalence and the detrimental effects it can have on individuals' physical and mental well-being. Through real-life examples and case studies, participants gained insights into the various hazards associated with excessive mobile phone usage.

The training programme employed activity-based learning methods to enhance understanding and retention. Participants actively participated in activities designed to simulate the challenges of mobile addiction and its impact on daily life. These activities


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facilitated introspection and reflection, allowing participants to recognize their own patterns of mobile usage and identify strategies for healthier habits.

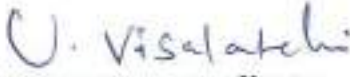
Both staff and students actively participated in the training programme, demonstrating keen interest and enthusiasm throughout the session. The interactive nature of the activities fostered a sense of involvement and collaboration among the participants. They not only learned about the dangers of mobile addiction but also explored practical solutions for achieving emotional balance in the digital age.





ACTIVITY BEING EXPLAINED BY THE RESOURCE PERSON

The training programme was not only informative but also enjoyable, with participants expressing appreciation for the engaging delivery style of Mr. Jayapaul.A. The session provided valuable insights and practical strategies for managing mobile addiction and promoting emotional well-being, leaving a lasting impact on all attendees.

The one-day training programme on "Connect with Care" provided a valuable opportunity for staff and students to explore the challenges of mobile addiction and develop strategies for maintaining a healthy balance in the digital age. Mrs. U. Visalatchi's initiative in organizing the programme and Mr. Jayapaul.A's expertise in facilitating engaging activities contributed to its success, ensuring a meaningful learning experience for all participants.


Programme co coordinator
Mrs.U.Visalatchi
Assistant Professor


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Principal
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Circular

Date: 20-09-2019

We are pleased to Orientation on "Research Article Writing " organized by Indhira College of Education will be held on 24-09-2019 in seminar hall. All are cordially invited for the same.

Thank you.


Principal

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**How to Write
a Research
Article?**

We the management invites you all for the
**ORIENTATION ON
RESEARCH ARTICLE**

RESOURCE PERSON

MR.D.RAJESH

**ASSISTANT PROFESSOR IN ENGLISH
NAZARETH ARTS AND SCIENCE COLLEGE**

DATE : 24.09.2019

VENUE : SEMINAR HALL

Ajay Fernando
PRINCIPAL
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REPORT ON ORIENTATION ON RESEARCH ARTICLE WRITING

Date: 24-09-2019

On September 24, 2019, an orientation session on research article writing was conducted by Mr.D.Rajesh, Assistant Professor in Nazereth Arts and Science College, Avadi. The session aimed to familiarize staff members with the process of writing research articles, including aspects such as procedure, referencing, plagiarism, and selecting reputable journals with high impact factors. Mrs. D. Poonguzhali proposed a vote of thanks at the end of the session.

Session Overview:

Mr.D.Rajesh led an enlightening session, providing staff members with valuable insights into the intricacies of research article writing. She discussed the step-by-step procedure involved in crafting a research article, from conceptualization to publication. Emphasis was placed on the importance of proper referencing to avoid plagiarism and maintain academic integrity. Additionally, Mr.D.Rajesh provided guidance on identifying and selecting suitable journals with high impact factors for publication.



RESOURCE PERSON SHARING HIS EXPERTISE ON RESEARCH ARTICLE WRITING

Ajay Periyal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

Staff Motivation:


The orientation session served to motivate and empower staff members to embark on the journey of preparing research articles. Mrs. Lizzie's informative presentation and engaging delivery style inspired confidence among the attendees, encouraging them to actively pursue publication opportunities in reputable journals. Participants expressed enthusiasm and eagerness to apply the knowledge gained from the session in their research endeavours.


Expression of Appreciation:

At the conclusion of the session, Mrs. D. Poonguzhali extended her heartfelt appreciation to Mr.D.Rajesh on behalf of all the participants. She acknowledged Mrs. Lizzie's efforts in organizing and conducting the orientation session, emphasizing the invaluable guidance provided. Mrs. Poonguzhali expressed gratitude for the enlightening session, highlighting its significance in equipping staff members with essential skills for research publication.

The orientation session on research article writing conducted by Mr.D.Rajesh was a resounding success, providing staff members with comprehensive knowledge and practical guidance on the intricacies of academic publishing. Mrs. D. Poonguzhali's vote of thanks underscored the appreciation and gratitude of all attendees for the enriching and motivating session. Moving forward, staff members are poised to apply their newfound knowledge and embark on successful research publication journeys.


Programme Organiser
Mrs.D.Poonguzhall
Assistant Professor


PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203


Principal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

Circular

Date: 20-01-2020

We are pleased to announce a one-day Workshop on "Applied Statistical Method using SPSS in Educational Research" organized by Indhira College of Education will be held on 29-01-2020 in seminar hall. All are cordially invited for the same.

Thank you.

R. Aravind

Principal

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	<i>N. Jayavardhini</i>
2	Mrs.U.Visalatchi	Asst.Prof of Education	<i>U. Visalatchi</i>
3	Miss.J.Lizzie	Asst.Prof of Education	<i>J. Lizzie</i>
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	<i>M. P. Rama Priya</i>
5	Mr.A.Jayapaul	Asst.Prof of Education	<i>A. Jayapaul</i>
6	Mr.N.Mohana kannan	Asst.Prof of Education	<i>N. Mohana kannan</i>

B.Ed Staff

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1	Mr.S.Arunchala Perumal	Asst.Prof of Education	<i>S. Arunchala Perumal</i>
2	Mrs.D.Jayakumari	Asst.Prof of Education	<i>D. Jayakumari</i>
3	Mrs.S. Rajalakshmi	Asst.Prof of Education	<i>S. Rajalakshmi</i>
4	Mr.C.Veeramanikandan	Asst.Prof of Education	<i>C. Veeramanikandan</i>
5	Mrs.G.Ponguzhali	Asst.Prof of Education	<i>G. Ponguzhali</i>
6	Mrs.D.Jothi	Asst.Prof of Education	<i>D. Jothi</i>
7	Miss.R.Subhalakshmi	Asst.Prof of Education	<i>R. Subhalakshmi</i>
8	Mrs.J.Jayanthi	Asst.Prof of Education	<i>J. Jayanthi</i>
9	Mr.R.Chandra Sekaran	Asst.Prof of Education	<i>R. Chandra Sekaran</i>
10	Mr.S.Dasaradhan	Asst.Prof of Education	<i>S. Dasaradhan</i>
11	Mrs.J.Sukanya	Asst.Prof of Education	<i>J. Sukanya</i>
12	Ms.V.Suriya	Asst.Prof of Education	<i>V. Suriya</i>

A. Jayaraman

PRINCIPAL
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INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203

Cordially invites you all for the

ONE DAY WORKSHOP ON

“APPLIED STATISTICAL METHOD USING SPSS IN EDUCATIONAL RESEARCH”

Organised by IQAC at

Indhira College of Education, Pandur, Thiruvallur – 631 203

Resource Person

Mr . N . MOHANA KANNAN

Assistant Professor in Education, ICOE




DATE : 29th January 2020

VENUE : Seminar Hall

Programme Organiser

Mrs.M.P.Rama Priya
Assistant Professor


PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

**REPORT ON WORKSHOP ON APPLIED STATISTICAL METHODS USING SPSS
IN EDUCATIONAL RESEARCH**

Date: 29-01-2020

On January 29th 2020, a one-day workshop on "Applied Statistical Methods Using SPSS in Educational Research" was conducted at Indhira College of Education. The workshop aimed to equip M.Ed students with essential statistical techniques for their thesis writing endeavors. Mr. N. Mohana Kannan, Assistant Professor, facilitated the session, covering descriptive, differential, and correlation methods, crucial for educational research.

Session Overview:

Mr. Mohana Kannan led an engaging and informative session, focusing on the practical application of statistical methods using SPSS (Statistical Package for the Social Sciences). He provided comprehensive guidance on data analysis techniques, including descriptive statistics to summarize data, differential analysis to compare groups, and correlation analysis to examine relationships between variables. Through interactive discussions and hands-on exercises, students and staff gained proficiency in using SPSS for data analysis in educational research.



MR. MOHANA KANNAN GIVING INTRODUCTION TO SPSS

Ajay Kumar
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-602003

Doubt Clarification and Graph Drawing:

Throughout the workshop, participants had the opportunity to seek clarification on statistical concepts and SPSS functionalities. Mr. Mohana Kannan addressed their doubts with clarity and patience, ensuring that everyone had a thorough understanding of the topics covered. Additionally, participants learned how to create graphs for Chapter Four of their theses, enhancing their ability to visually represent research findings effectively.


Appreciation for the Programme Organiser:

Mrs. M.P. Rama Priya, the programme organiser, was appreciated and thanked for her efforts in coordinating the workshop. Her meticulous planning and organizational skills were instrumental in ensuring the success of the session. Participants expressed gratitude for the opportunity to enhance their research skills and acknowledged Mrs. Rama Priya's role in facilitating such a valuable learning experience.

The one-day workshop on applied statistical methods using SPSS in educational research proved to be immensely beneficial for M.Ed students and staff alike. Under the guidance of Mr. Mohana Kannan, participants gained practical insights into statistical analysis techniques essential for their thesis writing endeavors. Mrs. M.P. Rama Priya's commendable efforts as the programme organiser were pivotal in orchestrating a seamless and productive learning experience for all involved.


Programme Coordinator

Mrs.M.P.Rama Priya
Assistant Professor.


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Principal
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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, TIRUVALLUR-631203**

TALLY TRAINING



DATE : 09-12-2029

PLACE : OFFICE ROOM

Ajay femile

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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

**TALLY TRAINING PROGRAMME REPORT FOR NON-TEACHING STAFF AT
INDHIRA COLLEGE OF EDUCATION (2019-2020)**

Date : 09-12-20219

Indhira College of Education organized a Tally training programme for non-teaching staff to enhance their skills and proficiency in the latest version of Tally for the academic year 2019-2020. Mr. Mohana Kannan, an expert in Tally software, served as the resource person for the training.

Objectives:

The primary objectives of the training PROGRAMME were to:

- Equip non-teaching staff with practical knowledge and skills in using the latest version of Tally.
- Enhance their efficiency in financial management, accounting, and data handling tasks.
- Provide hands-on experience and guidance on utilizing Tally for day-to-day administrative functions.

Training Sessions:

The training sessions were structured to cover various aspects of Tally software, including:

- Introduction to Tally and its features.
- Basic accounting principles and terminology.
- Data entry and management using Tally.
- Generating reports and analysis.
- Advanced features and customization options.

Mr. Mohana Kannan, with his extensive experience and expertise in Tally software, conducted the training sessions. His interactive teaching style and practical demonstrations facilitated effective learning among the participants.

Participant Engagement:

The non-teaching staff actively engaged in the training sessions, participating in hands-on exercises and asking relevant questions to clarify doubts. The interactive nature of the training fostered a conducive learning environment.

A. Jayaraman
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

Outcome

By the end of the training programme, participants demonstrated improved proficiency and confidence in using Tally for various administrative tasks. They acquired practical skills that could be applied in their day-to-day responsibilities, contributing to the efficient management of college finances and data.

The Tally training programme for non-teaching staff at Indhira College of Education, facilitated by Mr. Mohana Kannan, was a resounding success. It not only enhanced the skills and proficiency of participants but also empowered them to utilize Tally effectively in their respective roles within the college administration.

Sincere appreciation was given to Mr. Mohana Kannan for his valuable contribution as the resource person, and to all participants for their active involvement and enthusiasm throughout the training programme.


Programme Coordinator

Participants

1. Hemavathi.C
2. Sugumar.C


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Principal
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PANDUR, TIRUVALLUR-631 203

Circular

Date: 13-01-2020

One day workshop on "Art Attack" Session organised by Indhira College of Education will be held on 22-01-2020 in the Seminar hall. All are cordially invited.

Thank you.



Principal
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardhini
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M. P. Rama Priya
5	Mr.A.Jayapaul	Asst.Prof of Education	A. Jayapaul
6	Mr.N.Mohana kannan	Asst.Prof of Education	N. Mohana kannan
7	Mrs.D.Jayakumari	Asst.Prof of Education	D. Jayakumari

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11	Ms.V.Suriya	Asst.Prof of Education	V. Suriya


Principal
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

REGISTRATION FORM

ONE DAY WORKSHOP

PROGRAMME

Name (in Black letters) :	Inauguration :	9.30 a.m. - 10.00 a.m.
Designation :	Events :	
Name of the Institution :	Office cover :	10.00 a.m. - 10.10 a.m.
Address for Communication :	Jute work making :	10.10 a.m. - 10.30 a.m.
	Garland Making :	10.30 a.m. - 10.50 a.m.
	Paper Bag :	10.50 a.m. - 11.05 a.m.
	Arathi Plate :	11.05 a.m. - 11.50 a.m.
	Pillow Making :	11.50 a.m. - 12.10 p.m.
Contact details :	Flower Making :	12.10 p.m. - 12.30 p.m.
e-mail :	Lunch :	12.30 p.m. - 1.00 p.m.
Mobile :	Wall Hanging :	1.00 p.m. - 1.20 p.m.
	Photo Frame :	1.20 p.m. - 1.30 p.m.
	Ornaments Making :	1.30 p.m. - 2.00 p.m.
	Valedictory :	2.00 p.m. - 3.15 p.m.

ON

“ART ATTACK 2020”
on 28th January 2020



Date:

Signature



PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

INDHIRA COLLEGE OF EDUCATION
No. 1, V.G.R. Gardens, VGR Nagar,
Pandur, Thiruvallur TK & DL 631 203
Ph: 27650160/161

Web site: www.indiraeducation.org
E-Mail: indiraeducation@gmail.com

ABOUT THE COLLEGE

Indhira College of Education was founded by Mr. V.G. Rajendran, a philanthropist with encouragement from eminent educationists. By his guiding spirit, this college was started in the year 2006 at Pandur Village, which is located 5 km from Thiruvallur town in the main Thiruvallur - Tiruthani highway amongst sylvan surroundings and serene and pollution free environment imparting quality education. It is affiliated to the Tamil Nadu Teachers Education University (TNTEU) and recognized by NCTE, Bangalore. It is a co-educational college, conducting the academic programmes leading to the degrees of Bachelor of Education (B.Ed.) and M Ed (Master of Education). The College admits students without discrimination of caste, religion or creed and it has taken upon special responsibility for the education of socially and economically backward people. It has produced district first in M.Ed course and several rank holders.

ABOUT THE WORKSHOP

Arts and Craft as a subject in the school curriculum are typically taken for granted, as a must for students and young kids in the formal educational setup. But, over the past several years, many schools have unfortunately cut down on arts in their school curriculum.

Arts and crafts are fun activities for students. Be it colouring with crayons or making miniature statues from clay, folding paper to create origami or designing, chalk piece art, collage art, Glass painting, drawing which can enhance the interest of the student and exploit their artistic potential. This will also build their cognitive, physical and social development.

Hence it becomes the need of the hour for the teachers to develop their skills in the above said activities.

We believe that this workshop would attack your potential artistically. Hence named as "Art Attack". Let's join this 'Art Attack' workshop thereby ensuring future employment too.

OBJECTIVES

- To train the students develop their artistic skills
- To explore creativity among students.
- To create future employment.

THE PROGRAM COMPRISES OF THE FOLLOWING TOPICS

- Office Cover
- Jute work making
- Garland Making
- Paper Bag
- Arathi Plate Making
- Pillow Making
- Flower Making & Bouquet
- Wall Hanging
- Photo Frame using POP stick
- Ornaments Making

TARGET GROUP

The Teacher Educators / Assistant Professors and B.Ed Teacher trainees are eligible to apply.

PROGRAMME DATES

28th January 2020.

VENUE

Multipurpose Hall, Indhira College of Education, Pandur, Thiruvallur 631 203.

Steering Committee

Patrons

Chairman - Mr. V.G. Rajendran,

Managing Director - Mrs. Indira Rajendran,

Workshop Convener

Principal - Dr. Radhika Vidyasagar.

Organizing Committee

Mrs. D. Jayakumari Asst. Prof.

Executive Committee

Mr. S. Arumachala Perumal, Asst. Prof.

Mrs. N. Jayavardhini, Asst Prof.

Mrs. U. Visalatchi, Asst Prof.

Ms. J. Lizzie, Asst. Prof.

Mrs. M.P. Rama Priya, Asst Prof.

Mr. A. Jayapaul, Asst. Prof.

Mr. N. Mohana Kannan, Asst. Prof.

Mrs. A. Nancy Rajathi, Asst. Prof.

Organizing Members

Mrs. J. Jayanthi, Asst. Prof.

Mr. C. Veeramaniandan, Asst. Prof.

Mr. S. Dasaradhan, Asst. Prof.

Mrs. D. Jothi, Asst. Prof.

Ms. R. Subba Lakshmi, Asst. Prof.

Ms. V. Suriya, Asst. Prof.

Mrs. K. Suganya, Asst. Prof.

Mrs. G. Poonguzhali, Asst. Prof.

Mr. A. Hariharan, Asst. Prof.

Mrs. M. Sumathi, Librarian.

Technical Support

Mr. S. Parthasarathy.

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

**REPORT ON ART ATTACK WORKSHOP AT INDHIRA COLLEGE OF
EDUCATION**

A vibrant and enriching workshop titled "Art Attack" was organized by Mrs. D. Jayakumari and Mrs. J. Lizzie, Assistant Professors, for both staff and students at Indhira College of Education on January 22, 2020. The workshop aimed to foster creativity and provide hands-on training in various art forms, including garland making, decorative plate making, pot painting, and pillow making.



BOARD DECORATION AND ART WORK

The workshop commenced with an introduction to the significance of art in education and its role in promoting creativity, self-expression, and aesthetic appreciation. Mrs. Jayakumari and Mrs. Lizzie emphasized the therapeutic benefits of engaging in artistic activities and encouraged participants to explore their creative potential.

Throughout the day, participants engaged in interactive sessions where they learned the techniques and intricacies of garland making, decorative plate making, pot painting, and pillow making. Mrs. Jayakumari and Mrs. Lizzie provided step-by-step guidance, demonstrating different methods and encouraging participants to unleash their creativity.

Additionally, staff members shared their expertise in various art forms during two dedicated sessions. They demonstrated advanced techniques, shared tips and tricks, and inspired participants with their creativity and passion for art. These sessions provided a

Ajay Perumal
—PRINCIPAL

platform for staff members to exchange ideas, learn from each other, and collaborate on artistic projects.

One of the highlights of the workshop was the hands-on training provided to both staff and students. Participants were given the opportunity to practice the techniques they learned under the guidance of instructors, allowing them to develop their skills and confidence in creating art.



STUDENTS SKILLED WITH ART ATTACK

Mrs. U. Visalatchi, Assistant Professor, extended her heartfelt gratitude to Mrs. D. Jayakumari, Mrs. J. Lizzie, and all the staff and students who contributed to the success of the Art Attack workshop. She expressed appreciation for their enthusiasm, creativity, and active participation, which made the workshop a memorable and enriching experience for everyone involved.

In conclusion, the Art Attack workshop at Indhira College of Education was a resounding success, bringing together staff and students to celebrate the joy of creativity and artistic expression. The workshop not only provided valuable skills and knowledge but also fostered a sense of camaraderie and collaboration within the academic community. Such initiatives play a crucial role in promoting holistic education and nurturing the creative potential of individuals.

U. Visalatchi
Programme Organiser

Mrs. U. Visalatchi
Assistant Professor

A. Jayakumari
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

R. Lizzie
Principal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

Circular

Date: 12-06-2020

We are pleased to announce a District level Webinar on "Pre-Adolescent Health" organized by Indhira College of Education will be held on 18-06-2020 through Google Meet. All are cordially invited for the same.

Thank you.



**Principal
PRINCIPAL**

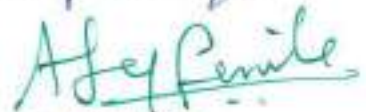
**INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203**

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardhini
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
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12	Ms.V.Suriya	Asst.Prof of Education	V. Suriya



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PANDUR, TIRUVALLUR 631 203
ACCREDITED BY NAAC

ORGANIZED BY RED RIBBON CLUB
DISTRICT LEVEL WEBINAR
ON

HEALTH MAKES PRE-ADOLESCENTS

RESOURCE PERSON
MRS. M. VATCHALA DEVI
VICE PRINCIPAL
INDHIRA COLLEGE OF
NURSING

18.06.2020
@ 11.00
A.M.
VIA ZOOM
MEET

CONVENOR
DR. RADHIKA
VIDYASAGAR
PRINCIPAL
CO ORDINATOR
MRS. D. JAYAKUMARI
ASST. PROF

A. Jayaraj
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

REPORT ON DISTRICT-LEVEL WEBINAR ON PREADOLESCENT HEALTH

Date : 18.06.2020

Indhira College of Education hosted a district-level webinar on preadolescent health through an online platform. The webinar, held on 18.06.2020, aimed to educate staff and students on various medical issues and precautions relevant to preadolescent health.

Dr. Vatchala, the esteemed Principal of Indira College of Nursing, graciously served as the resource person, sharing her expertise and insights on the subject matter.




DR.VATCHALA, RESOURCE PERSON ADDRESSING AUDIENCE

The webinar commenced with a warm welcome address by Dr. Radhika Vidyasagar, acknowledging the significance of the topic and expressing gratitude to Dr. Vatchala for her participation. Dr. Vatchala then delved into the discussion, enlightening the audience with her profound knowledge and perspectives on preadolescent health.

Throughout the webinar, Dr. Vatchala addressed key medical issues affecting preadolescents, ranging from physical health concerns to psychological well-being. She

emphasized the importance of preventive measures and early intervention strategies in promoting overall health and wellness among this demographic.

Dr. Vatchala also highlighted the role of educators and healthcare professionals in identifying signs of health issues and providing appropriate support to preadolescents. She underscored the significance of creating a supportive environment that fosters open communication and encourages healthy lifestyle choices.



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ORGANIZED BY RED RIBBON CLUB
DISTRICT LEVEL WEBINAR
ON
HEALTH MAKES PRE-ADOLESCENTS

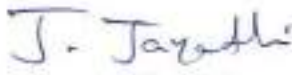
RESOURCE PERSON
MRS. M. VATCHALA DEVI
VICE-PRINCIPAL
INDHIRA COLLEGE OF
NURSING


16.06.2020
@ 11.00
A.M.
VIA ZOOM
MEET


CONVENER
DR. RADHIKA
VIJAYABAR
PRINCIPAL
CO-ORDINATOR
MRS. D. JAYAKUMARI
ASST. PROF.

As the webinar drew to a close, Mrs. Jayanthi, on behalf of Indhira College of Education, delivered a heartfelt vote of thanks to Dr. Vatchala for her invaluable contribution to the webinar. She expressed appreciation for Dr. Vatchala's enlightening session and commended her dedication to promoting health and well-being in the community.

In conclusion, the district-level webinar on preadolescent health organized by Indhira College of Education proved to be an enriching and insightful experience for all participants. It underscored the importance of collaboration and knowledge-sharing in addressing the health needs of preadolescents and underscored the commitment of the institution to promoting holistic well-being among its students and staff.


Programme Organiser
Mrs. J. Jayanthi
Assistant Professor


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Principal
PRINCIPAL
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PANDUR, TIRUVALLUR-631 203

Circular

Date: 02-08-2020

We are delighted to announce an International webinar on "Lean Six Sigma" hosted by Indhira College of Education. The event will take place on 08-08-2020, at the seminar hall. We extend a warm invitation to all interested individuals to join us for this informative session.

Thank you.


Principal

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
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12	Mrs.A.Janagi	Asst.Prof of Education	A. Janagi



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TAMILNADU TEACHERS EDUCATION UNIVERSITY
&

INDHIRA COLLEGE OF EDUCATION

NATIONAL SERVICE SCHEME

**NO.1, V.G.R GARDENS, V.G.R. NAGAR, PANDUR,
THIRUVALLUR DIST, TAMILNADU, INDIA -631 203**

(Approved by NCTE / Affiliated to the TamilNadu Teachers Education Univeristy)

Re-accredited by National Assessment and Accrediation Council (NAAC) B++ Grade

**INTERNATIONAL WEBINAR
ON**

INTRODUCTION TO LEAN SIX SIGMA

August 08,2020@10:00am

Resource Person

Mr. Thein Than Oo (Andrew)

Assoiciate Adult Educator

(IAL - SkillsFuture Singapore)



Patron

**Dr. Radhika Vidyasagar
Principal**

Organizing Secretary

**Ms. J. Lizzie
Assistant Professor**

Chief Patrons

**Mr. V.G. Raajendran
Chairman**

**Mrs. Indira Raajendran
Managing Director**

A. Jayaraman

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

REPORT FOR INTRODUCTION TO LEAN SIX SIGMA

On August 8th, 2020, an International Webinar on "Introduction to Lean Six Sigma" was conducted, marking a significant stride in the realm of professional development and quality management. The webinar commenced promptly at 10:00 AM, featuring Mr. Thein Than Oo (Andrew), an esteemed Associate Adult Educator from IAL - Skills Future Singapore, as the distinguished resource person.



TAMILNADU TEACHERS EDUCATION UNIVERSITY
&
INDHIRA COLLEGE OF EDUCATION
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Approved by MTEU / Affiliated to the Tamil Nadu Teachers Education University
Recognized by National Assessment and Accreditation Council (NAAC) B++ Grade

**INTERNATIONAL WEBINAR
ON
INTRODUCTION TO LEAN SIX SIGMA**

August 08,2020@10:00am
Resource Person
Mr. Thein Than Oo (Andrew)
Associate Adult Educator
(IAL - SkillsFuture Singapore)



Patron
Dr. Radhika Vidyasagar
Principal

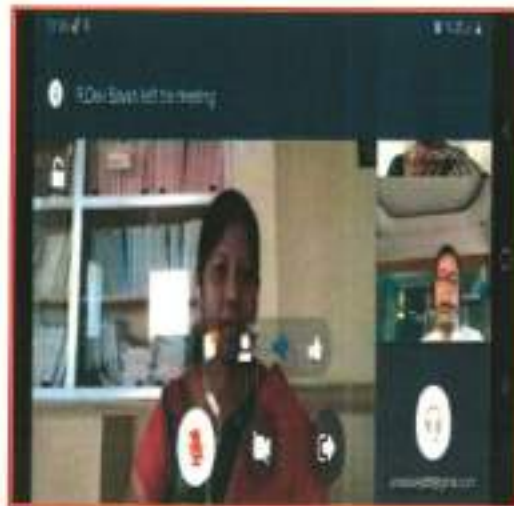
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INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631 203.

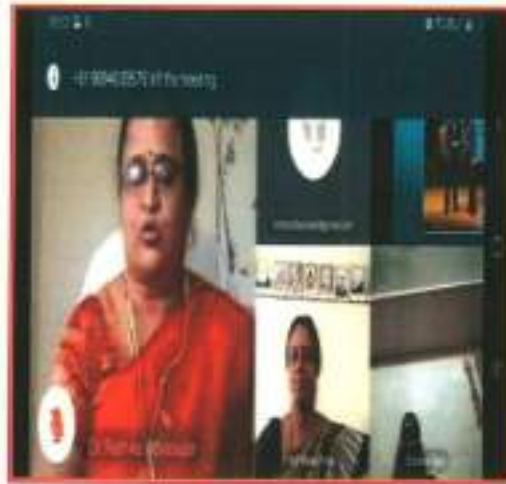


Under the patronage of Dr. Radhika Vidyasagar, the Principal of the hosting institution, the webinar aimed to provide attendees with a comprehensive understanding of Lean Six Sigma methodologies and their application in various industries.



Ms. J. Lizzie, Assistant Professor and Organizing Secretary of the event, played a pivotal role in orchestrating the webinar seamlessly. Her meticulous planning and coordination ensured the smooth execution of the proceedings, facilitating an enriching experience for all participants.

A. Jayarama
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Mr. Thein Than Oo (Andrew) delivered an insightful presentation, drawing upon his expertise to elucidate the principles and practices of Lean Six Sigma. Through real-world examples and case studies, he demonstrated the efficacy of Lean Six Sigma in improving operational efficiency, reducing waste, and enhancing overall quality.



The webinar fostered an interactive environment, allowing participants to engage in meaningful discussions and pose queries to the resource person. Mr. Thein Than Oo (Andrew) adeptly addressed each query, providing clarity and further enriching the learning experience.

Dr. Radhika Vidyasagar, in her role as the patron, conveyed her appreciation for the initiative and underscored the importance of continuous learning in today's

dynamic business landscape. Her encouragement and support bolstered the morale of both organizers and participants alike.



Overall, the International Webinar on "Introduction to Lean Six Sigma" was a resounding success, thanks to the collaborative efforts of all involved. It served as a testament to the institution's commitment to fostering knowledge dissemination and professional growth in the realm of quality management.

PROGRAMME ORGANISER

Miss.J.LIZZIE

ASSISTANT PROFESSOR

PRINCIPAL

REPORT ON FUNDAMENTAL DUTIES AWARENESS PROGRAMME

DATE:17.08.2020

The Indhira College of Education hosted a District level webinar aimed at fostering awareness among prospective teachers regarding the fundamental duties of every citizen in upholding and safeguarding the Sovereignty, Unity, and Integrity of India. The webinar featured esteemed speakers including Tr. Selvanadhan, Principal District Judge of Thiruvallur District; Tmt. Saraswathi, Secretary/Senior Civil Judge of DLSA Thiruvallur District; and Prof. Udayakumar, Guest Lecturer at Tamil Nadu Dr. Ambedkar Law University.



STUDENTS ATTENDING WEBINAR

Throughout the event, attendees were provided with comprehensive insights into the fundamental duties that citizens hold towards their nation. The presentations highlighted the significance of these duties in maintaining the fabric of Indian society and contributing to its progress and prosperity. Students participated actively,

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demonstrating their enthusiasm for learning and engaging with the subject matter. They posed thoughtful questions and concerns, which were expertly addressed by the honorable judges, enriching the overall discourse of the webinar.



Tr. Selvanadhan, Principal District Judge of Thiruvallur District; Tmt. Saraswathi, Secretary/Senior Civil Judge of DLSA Thiruvallur District addressing students.

Dr. Radhika Vidyasagar, Principal of Indhira College of Education, Thiruvallur District, extended a sincere vote of thanks to all the speakers, participants, and organizers for their valuable contributions towards the success of the event. The webinar concluded on a positive note, leaving attendees with a deeper understanding of their responsibilities as future educators and citizens of India.


PROGRAMME ORGANISER
Mr.A.JAYAPPAUL
ASSISTANT PROFESSOR


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Circular

Date: 21-09-2020

We are delighted to announce an Orientation on "MOOC" hosted by Indhira College of Education. The event will take place on 25 - 09 - 2020, at the seminar hall. We extend a warm invitation to all interested individuals to join us for this informative session.

Thank you.


Principal


INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardi
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M. P. Ramapriya
5	Mr.A.Jayapaul	Asst.Prof of Education	A. Jayapaul
6	Mr.N.Mohana kannan	Asst.Prof of Education	N. Mohan
7	Mrs.D.Jayakumari	Asst.Prof of Education	D. Jayakumari

B.Ed Staff

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1	Mr.S.Arunchala Perumal	Asst.Prof of Education	S. Arunchala
2	Mrs.A. Nancy Rajathi	Asst.Prof of Education	A. Nancy Rajathi
3	Mr.C.Veeramanikandan	Asst.Prof of Education	C. Veeramanikandan
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9	Mr.S.Dasaradhan	Asst.Prof of Education	S. Dasaradhan
10	Mrs.J.Sukanya	Asst.Prof of Education	J. Sukanya
11	Ms.V.Suriya	Asst.Prof of Education	V. Suriya
12	Mrs.A.Janagi	Asst.Prof of Education	A. Janagi


Principal

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INDHIRA COLLEGE OF EDUCATION, PANDUR, THIRUVALLUR



We the management invites you all for the

ORIENTATION ON MOOC



RESOURCE PERSON

MR. G. RAGAVAGIRI

ASSISTANT PROFESSOR IN ENGLISH
MANGALAM COLLEGE OF EDUCATION

DATE : 25.09.2020

VENUE : SEMINAR HALL

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REPORT FOR ORIENTATION TO MOOC (2020 – 2021)

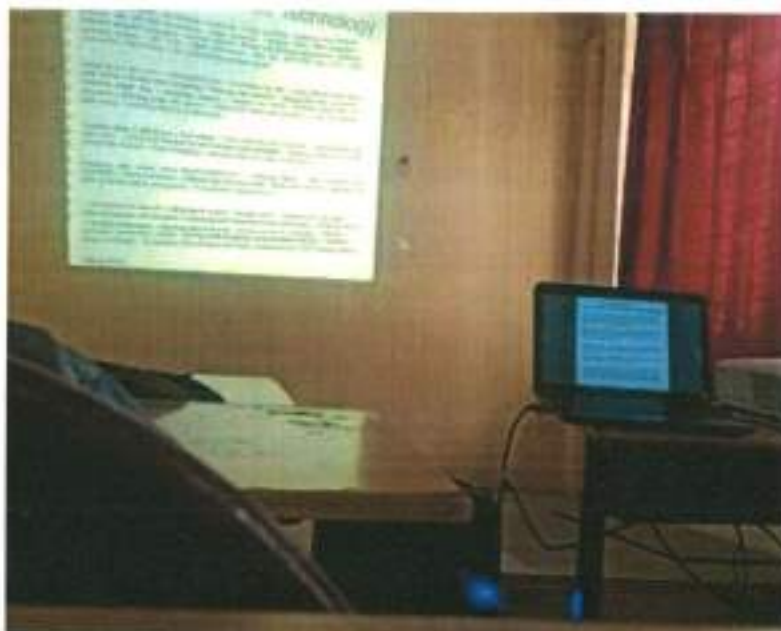
Date : 25-09-2020

On September 25th, 2020, the Internal Quality Assurance Cell (IQAC) organized an orientation on Massive Open Online Courses (MOOC). Mr. A. Jayapaul warmly welcomed the gathering, setting a positive tone for the event. The participants were greeted with enthusiasm and encouraged to make the most of the learning opportunity ahead.

Following the welcoming address, Mr. S. Ragavagiri took the stage to deliver a comprehensive presentation on MOOC. He elaborated on the significance of MOOC in modern education, highlighting its accessibility, flexibility, and the diverse range of courses available. Mr. Ragavagiri's presentation provided valuable insights into how MOOC can enhance learning experiences and contribute to personal and professional development.




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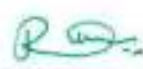
Subsequently, Mr. N. Mohanakanna extended a sincere vote of thanks to all attendees, speakers, and organizers for their contributions to the event's success. His gratitude encapsulated the collaborative spirit of the occasion, emphasizing the importance of collective efforts in promoting learning initiatives.

The event culminated with the principal expressing appreciation for the initiative and emphasizing its importance in fostering a culture of continuous learning and skill development. His words underscored the institution's commitment to providing innovative learning opportunities to its community members.

Overall, the orientation on MOOC organized by IQAC served as an insightful platform for participants to delve into the world of online learning, with engaging presentations and thoughtful discussions paving the way for future educational endeavors.


PROGRAMME ORGANISER
Mr.N.MOHANA KANNAN
Assistant Professor


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Circular

Date: 02-01-2021

Two day "Microsoft Office Training" Session will be conducted for Office Assistance on 05-01-2021& 06-01-2021 at B.Ed office. All are cordially inviting.

Thank you.


Principal

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INDHIRA COLLEGE OF EDUCATION
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PANDUR, TIRUVALLUR-631 203

MICROSOFT OFFICE TRAINING

Date: 05.01.2021

Place
Office Room

Recourse Person
Mr. Mohana Kannan,
Assistant Professor,
ICOE

Programme Coordinator

Mr.I.Dinesh
Assistant Professor

A. S. Arif

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PONDICHERRY UNIVERSITY

REPORT ON TWO-DAY MICROSOFT OFFICE TRAINING SESSION

Date: 05.01.2021

Introduction:

A two-day training session on Microsoft Office was conducted on 05.01.2021, for office assistants at Indhira College of Education. The training was led by Mr. Mohana Kannan, Assistant Professor of the college. The purpose of the training was to enhance Ms. Alamelu's proficiency in Microsoft Office applications, enabling her to perform her duties more efficiently.

Objectives:

- To familiarize office assistants with the features and functionalities of Microsoft Office applications.
- To improve her skills in using Microsoft Word, Excel, and PowerPoint for various office tasks.
- To empower office assistants to leverage Microsoft Office tools to streamline office operations and enhance productivity.

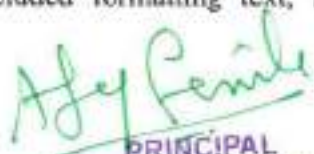
Session Details:

The training session took place on 05.01.2021. Mr. Mohana Kannan conducted the sessions in a structured manner, covering the following key topics:

Day 1:

Introduction to Microsoft Office Suite: An overview of the various applications included in Microsoft Office Suite, including Word, Excel, PowerPoint, and Outlook.

Microsoft Word Basics: Basic functions such as creating, editing, and formatting documents were covered. Topics included formatting text, inserting tables, and using templates.


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Microsoft Excel Fundamentals: Introduction to spreadsheet basics, including entering data, performing calculations, and creating simple formulas and charts.

Day 2:

Advanced Microsoft Word Features: Advanced formatting techniques, mail merge, and document collaboration features were explored.

Advanced Microsoft Excel Functions: More complex formulas, data analysis tools, and pivot tables were demonstrated to enhance data management and analysis capabilities.

Microsoft PowerPoint Essentials: Basics of creating visually appealing presentations, including slide design, layout, and incorporating multimedia elements.

Hands-on Exercises:

Throughout the training sessions, Mr. Mohana Kannan provided hands-on exercises and practical demonstrations to reinforce learning. Office assistants was encouraged to practice using the software under guidance to gain proficiency and confidence in executing various tasks.

Interactive Sessions:

Interactive sessions were conducted to encourage questions, discussions, and feedback from office assistants. Mr. Mohana Kannan addressed her queries and tailored the training content to suit her learning pace and requirements.

The two-day Microsoft Office training session concluded successfully, equipping office assistants with enhanced skills and knowledge to effectively utilize Microsoft Office applications in her role as an office assistant at Indhira College of Education. Mr. Mohana Kannan thanked office assistants for her active participation and encouraged her to continue practicing and applying the newly acquired skills in her daily tasks.



Programme organiser
Mr. I Dinesh
Assistant Professor

Participants

T. Anantha Jothy
S. Dhanalakshmi



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Circular

Date: 11-03-2021

We are pleased to announce a Faculty Development Programme on "Expertise in Teaching " organized by Indhira College of Education will be held on 15-03-2021 in the seminar hall. All are cordially invited for the same.

Thank you.

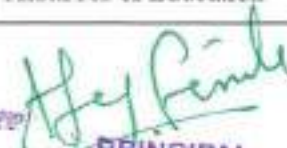

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Cordially invites you all for the
FACULTY DEVELOPMENT PROGRAMME (FDP)

**ON
EXPERTISE IN TEACHING**

**Resource Person
Dr. Radhika Vidya Sagar
Principal, ICOE**

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PANDUR, THIRUVALLUR-631 203



Programme Coordinator
Mr. Arunachala Perumal
Assistant Professor of
History Education

Date: 15.03.2021
Venue : Seminar Hall



**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

**REPORT ON FACULTY DEVELOPMENT PROGRAM (FDP) ON EXPERTISE IN
TEACHING**

Date: 15.03.2021

On 15.03.2021, an online Faculty Development Program (FDP) on "Expertise in Teaching" was conducted, aimed at enhancing the teaching skills and expertise of faculty members. The session was led by Dr. Radhika Vidya Sagar, who conducted the entire program with proficiency and effectiveness. The feedback received from the participants was overwhelmingly positive, reflecting the success of the session in achieving its objectives.

Session Overview:

Dr. Radhika Vidya Sagar's session was structured to cover various aspects of teaching expertise, including pedagogical techniques, effective communication strategies, and innovative teaching methodologies. Throughout the session, Dr. Radhika engaged participants through interactive discussions, case studies, and practical exercises, ensuring active participation and knowledge retention.

Participant Feedback:

The feedback from participants was highly positive, with many expressing appreciation for Dr. Radhika's expertise and the value they derived from the session. Participants highlighted the relevance of the content delivered and praised Dr. Radhika's engaging delivery style. Many noted that they gained practical insights and actionable strategies that they could apply in their teaching practices immediately.

Mr. Arunachala Perumal's Reflection:

As the program coordinator, Mr. Arunachala Perumal, Assistant Professor, reflected on the session's success and expressed his appreciation for Dr. Radhika's exemplary facilitation. He commended Dr. Radhika for her thorough preparation, engaging presentation style, and ability to cater to the diverse needs of the participants. Mr. Arunachala also thanked the participants for their active participation and valuable contributions, which contributed to the overall success of the program.


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STAFF BENEFITED BY FDP

The online FDP on expertise in teaching, led by Dr. Radhika Vidya Sagar, was a resounding success, as evidenced by the positive feedback received from participants and the reflections of the program coordinator, Mr. Arunachala Perumal. The session provided valuable insights and practical strategies to enhance teaching proficiency and fostered a sense of collaboration and learning among faculty members. Such initiatives play a crucial role in promoting excellence in teaching and learning within academic institutions, ultimately benefiting both educators and students alike.

Programme Coordinator
Mr. Arunachala Perumal
Assistant Professor

Principal

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Circular

Date: 20-05-2021

We are pleased to announce a world record for the longest continuous 24-hour Webinar. Organized in collaboration with Assist World, TNTEU (Tamil Nadu Teachers Education University) and our college, will be held on 4th and 5th June 2021 through Online. All are cordially invited for the same.

Thank you.

J. R. Letchumini
Principal
PRINCIPAL

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PANDUR, TIRUVALLUR-631 203

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Ajay Perumal
Principal

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203



இந்திரா கல்னியல் கல்லூரிப் பல்படிப்பகம்

மாநில கல்வியியல் அமைச்சர் தலைமையில் இயங்கும் இந்திரா கல்வியியல் அமைச்சர்

அறங்கா



தமிழ்நாடு அரசு
அமைச்சர் அலுவலகம்

Indira
EDUCATION



தமிழ் அகாடமி
அமைச்சர் அலுவலகம்

இந்திரா கல்னியல் கல்லூரி

பலபடிப்பகம்

உயர்நிலைப்பள்ளி 25 வகுப்பி் நிறுவனங்கள் 27 மாண்புமிகு இராஜா நாயக்கர், சி.ஏ.ஏ. மற்றும் பள்ளிப்பள்ளி
மாண்புமிகு அமைச்சர் தலைமையில் அமைக்கப்பட்ட இந்திரா கல்வியியல் அமைச்சர் தலைமையில் அமைக்கப்பட்ட

வாழ்த்துரை:

கி.ஆர். சிவசுப்பிரமணியன்

தேதி: 05.06.21 பொன்னையூர், சி.ஏ.ஏ. இந்திரா கல்வியியல் அமைச்சர்

நிழல் திரை

நாள்: செவ்வாய், வழங்கல் கல்வியியல் கல்வியியல் நிகழ்ச்சி நடைபெறும்

தேதி: 05.06.21

நேரம்: 10.00 - 11.00 மணி

வாழ்த்துரை: கி.ஆர். சிவசுப்பிரமணியன், சி.ஏ.ஏ. இந்திரா கல்வியியல் அமைச்சர்

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கருத்துரை வழங்கும்பவர்கள்:

கி.ஆர். சிவசுப்பிரமணியன், சி.ஏ.ஏ. இந்திரா கல்வியியல் அமைச்சர்

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மாண்புமிகு அமைச்சர் தலைமையில் இந்திரா கல்வியியல் அமைச்சர்

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PRINCIPAL

சாதனையாளர்களின் உச்சத்தில் ஆசிரியர்களின் பங்கு

Date: June 4-5, 2021

Introduction:

On June 4th and 5th, 2021, a ground breaking event unfolded as the சாதனையாளர்களின் உச்சத்தில் ஆசிரியர்களின் பங்கு Webinar took place via Google Meet. This event made history by setting a world record for the longest continuous 24-hour webinar. Organized in collaboration with Assist World and TNTEU (Tamil Nadu Teachers Education University), our college proudly hosted this extraordinary gathering.

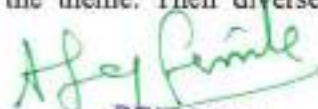


E-INVITATION

Session Overview:

The webinar focused on exploring the pivotal role of teachers in shaping achievers across various domains. Participants from diverse backgrounds, including educators, scholars, and professionals, engaged in insightful discussions, sharing their expertise and experiences. The sessions delved into teaching methodologies, mentorship, and the cultivation of talent, fostering an enriching exchange of ideas.

Contributions and Views: Every member of our college staff actively participated in the webinar, offering their perspectives on the theme. Their diverse insights and experiences


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added depth and richness to the discourse, reflecting our institution's commitment to excellence in education.



STAFF ADDRESSING THE AUDIENCE THROUGH ONLINE PLATFORM

Special Contribution:

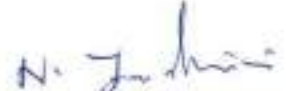
A highlight of the event was the contribution of M.D. Madam Indira Raajendiran, whose valuable insights further enhanced the discussions. Her presence on the platform underscored our institution's dedication to advancing educational discourse and fostering excellence.

Program Coordination:


Mrs. N. Jayavardhini, serving as the program in-charge, demonstrated exceptional leadership and organizational prowess throughout the two-day event. Her meticulous planning and execution ensured the seamless flow of sessions, contributing significantly to the success of the webinar.

Conclusion:

Role of Teachers in Achievers Achievement Webinar not only made history with its record-breaking duration but also served as a platform for meaningful dialogue on the transformative role of teachers. The collaboration between Assist World, TNTEU, and our college facilitated a global exchange of ideas, inspiring educators worldwide. The success of this event reaffirms our commitment to fostering excellence in education and nurturing future achievers.


Programme Coordinator
Mrs.N.Jayavardhini
Assistant Professor


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PANDUR, TIRUVALLUR-631 203


Principal
PRINCIPAL
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Circular

Date: 11-02-2022

We are pleased to announce that a Workshop on "Lesson Plan Writing" organized by Indhira College of Education will be held on 16-02-2022 in the seminar hall. All are cordially invited for the same.

Thank you.

Regina Joel,
Principal

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PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardhini
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M.P. Rama Priya
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12	Ms.V.Suriya	Asst.Prof of Education	V. Suriya

Ajay Perumal
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INDHIRA COLLEGE OF EDUCATION, PANDUR, THIRUVALLUR

INVITES YOU ALL FOR
**WORKSHOP ON
LESSON PLAN WRITTING**

Resource Person
Mrs. M. P. RAMAPRIYA
Assistant Professor in Education,
ICOE

DATE : 16-02-2022

VENUE : SEMINAR HALL

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203.

Programme Organiser
Mrs.D.Jothi
Assistant Professor of
Physical Science Education



**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

REPORT ON WORKSHOP ON LESSON PLANNING

Date : 16.02.2022

A one-day workshop on lesson planning was conducted at Indhira College of Education, with Ms. M.P. Rama Priya, Assistant Professor, as the resource person. The workshop aimed to enhance the teaching skills of educators by providing them with effective strategies for planning engaging and comprehensive lessons.

The workshop commenced with an introduction to the importance of lesson planning in effective teaching. Ms. Rama Priya emphasized that well-structured lesson plans not only help in delivering content effectively but also contribute to student engagement and learning outcomes.

Throughout the session, various aspects of lesson planning were discussed, including the identification of learning objectives, selection of appropriate teaching methods, and incorporation of assessment strategies. Staff were encouraged to align their lesson objectives with the curriculum standards and the diverse needs of students.



REVIEW OF LESSON PLAN WRITING

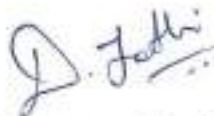
Ajay Perumal
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Interactive sessions were held where participants actively engaged in brainstorming and sharing their experiences related to lesson planning. Ms. Rama Priya facilitated discussions on effective instructional strategies, such as differentiated instruction and inclusive teaching practices, to cater to the diverse learning styles and abilities of students.

Furthermore, the workshop highlighted the significance of incorporating technology and multimedia resources into lesson plans to create dynamic and interactive learning experiences. Practical demonstrations were provided to showcase how various technological tools could be integrated into different subject areas to enhance teaching and learning.

In conclusion, the workshop on lesson planning conducted by Ms. M.P. Rama Priya proved to be highly informative and beneficial for staff. It equipped them with valuable insights and practical strategies to design and implement engaging lessons that cater to the diverse needs of students. The participants left the workshop with a deeper understanding of the importance of effective lesson planning in facilitating meaningful learning experiences.

Ms. D.Jothi proposed vote of thanks to Mrs.M.P.Rama Priya , Assistant Professor for the session and the workshop ended up.



Programme Coordinator
Mrs. D. Jothi
Assitant Professor



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Circular

Date: 24-06-2022

We are pleased to announce that a Faculty Development Programme on "Interactive Teaching " organized by Indhira College of Education will be held on 30-06-2022 in the Board room. All are cordially invited for the same.

Thank you.

Regina Joe!
Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

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2	Mrs.U.Visalatchi	Asst.Prof of Education	U. Visalatchi
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4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M.P. Rama Priya
5	Mr.A.Jayapaul	Asst.Prof of Education	A. Jayapaul
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11	Ms.V.Suriya	Asst.Prof of Education	V. Suriya
12	Mrs.A.Janaki	Asst.Prof of Education	A. Janaki

Ajay Feriele
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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

**INVITES YOU FOR THE
FACULTY DEVELOPMENT PROGRAMME
(FDP)**

**ON
INTERACTIVE TEACHING**

**Resource Person
Mrs.U.Visalatchi
Assistant Professor in Education,
ICOE**

**DATE : 30-06-2022
PLACE : BOARD ROOM**

**PROGRAMME ORGANISER
MRS.A.NANCY RAJATHI
ASSISTANT PROFESSOR IN
ENGLISH EDUCATION**

Ajayfernie

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INDHIRA COLLEGE OF EDUCATION
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**REPORT ON FACULTY DEVELOPMENT PROGRAM (FDP) ON INTERACTIVE
TEACHING**

Date: June 30, 2022

Introduction


On June 30, 2022, Indhira College of Education organized a Faculty Development Program (FDP) focusing on Interactive Teaching. The session aimed to explore various teaching techniques and strategies to enhance interactivity in classrooms. Mrs.U.Visalatchi, Assistant Professor of the college, chaired the session, ensuring its smooth conduct and active participation.



Mrs.U.VISLATCHI DELIVERING SPEECH

Session Overview:

The FDP emphasized the importance of interactive teaching methods in promoting effective learning experiences. Throughout the session, participants engaged in discussions, activities, and demonstrations to understand and implement interactive teaching techniques.


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Various approaches, such as group discussions, role-plays, and multimedia presentations, were explored to make teaching more engaging and participatory.

Program Organizer:

Mrs. Nancy Rajathi, Assistant Professor, took charge of organizing the program. Her meticulous planning and coordination ensured the seamless execution of the FDP. From selecting relevant topics to arranging resources and managing logistics, Mrs. Nancy played a crucial role in the success of the event.

Feedback:


The FDP received excellent feedback from the participants, reflecting the effectiveness of the session in achieving its objectives. Attendees appreciated the interactive nature of the program, which allowed them to actively engage with the content and fellow educators. Many highlighted the practical relevance of the teaching techniques discussed and expressed confidence in implementing them in their classrooms.


Conclusion:

The FDP on Interactive Teaching at Indhira College of Education, chaired by Mrs.U.Visalatchi and organized by Mrs. Nancy Rajathi, was a resounding success. The session provided valuable insights and practical strategies to promote interactivity and student engagement in teaching. The positive feedback from participants underscores the importance of such initiatives in enhancing the quality of education delivery. Moving forward, it is imperative to continue fostering a culture of interactive teaching to create enriching learning environments for students.


Programme Organiser

Mrs.A.Nancy Rajathi
Assistant Professor


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Principal
PRINCIPAL
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Circular

Date: 03-09-2021

We are pleased to announce a "COVID-19 VACCINE AWARENESS SESSION" for Non-Teaching Staff organized by Indhira College of Education will be held on 07-09-2021 in seminar hall. All are cordially invited for the same.

Thank you.

J.R. Latchani
Principal

M.Ed Staff

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

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A.P. Perumal
Principal

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INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203

INVITES YOU FOR THE
AWARENESS SESSION ON
"COVID-19 VACCINE FOR NON-TEACHING STAFF"

organised by IQAC at
Indhira College of Education,
Pandur, Thiruvallur – 631 203


Resource Person
Dr.Regina Joel
Principal, ICOE



DATE : 07th September 2021

VENUE : Seminar Hall

Programme Organiser
Mrs.U.Visalatchi
Assistant Professor


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**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

**COVID-19 VACCINE AWARENESS SESSION REPORT FOR NON-TEACHING
STAFF**

Date : 07-09-2021

Introduction:

In response to concerns and apprehensions surrounding COVID-19 vaccination among non-teaching staff at Indhira College of Education, a comprehensive vaccine awareness training session was conducted by Dr.Regina Joel. The aim was to address fears, dispel myths, and provide accurate information to encourage vaccination uptake.

Key Points Covered:

The training commenced with an overview of the COVID-19 pandemic and the importance of vaccination in curbing its spread. Emphasis was placed on the safety and efficacy of authorized vaccines, highlighting rigorous testing and approval processes.

Dispelling Myths and Misinformation:

Common misconceptions regarding vaccine safety and side effects were addressed transparently. Participants were provided with evidence-based information to counter misinformation, fostering confidence in the vaccination process.

Interactive Discussions:

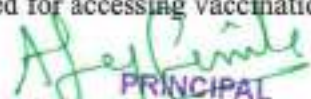
Interactive sessions allowed staff members to voice their concerns and ask questions openly. Healthcare professionals clarified doubts, addressing individual apprehensions and providing reassurance.

Personal Testimonials:

To humanize the vaccination experience, personal testimonials from vaccinated individuals were shared. Staff members shared their positive experiences, emphasizing the minimal side effects and the sense of protection gained from vaccination.

Encouragement and Support:

Throughout the training, staff members were encouraged to make informed decisions based on credible sources and to consult healthcare professionals for personalized advice. Supportive resources and guidance were provided for accessing vaccination appointments.


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COVID AWARENESS FOR NON TEACHING STAFF

The vaccine awareness training session successfully addressed fears and uncertainties surrounding COVID-19 vaccination among non-teaching staff at Indhira College of Education. By fostering understanding, dispelling myths, and providing support, the session aimed to empower staff members to make informed choices regarding their health and well-being in the ongoing fight against the pandemic.

It was also informed that free vaccination is done at Indira Medical College and Hospital (in our campus) itself. Hence all were insisted to immediately take vaccine shots at the earliest to avoid human loss.

To conclude Programme Coordinator Mrs. Visalatchi . U, thanked Dr.Regina Joel for removing the fear and myths on covid vaccination prevailed among non-teaching staff.

U. Visalatchi

Programme Coordinator

Mrs.U.Visalatchi

Assistant Professor

Participants

1. Sumathi.M
2. Hemavathi.C
3. Raju.E
4. Devaki.M
5. Pushpa
6. Preetha.G
7. Kamala.V
8. Pooja.E
9. Dhanalakshmi.M

J.R. Velupillai

Principal

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PANDUR, TIRUVALLUR-631 203

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PANDUR, TIRUVALLUR-631 203

Circular

Date: 10-10-2021

We are delighted to announce an Orientation Program on "Research Methodology" hosted by Indhira College of Education. The event will take place on October 10, 2021, at the seminar hall. We extend a warm invitation to all interested individuals to join us for this informative session.

Thank you.

J.R. Velupillai
Principal
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

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Ajay Perumal
PRINCIPAL
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INDHIRA COLLEGE OF EDUCATION, PANDUR, THIRUVALLUR

Invites you all for the
ORIENTATION ON RESEARCH METHODOLOGY

RESOURCE PERSON
PROF. GEORGE FERNANDOS
ACADEMIC ADVISOR
BHARATHIYAR HIGHER
SECONDARY SCHOOLS

20-10-2021
SEMINAR HALL

Programme Organiser
Mrs. J. Suganya
Assistant Professor

A. Jayaraman
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

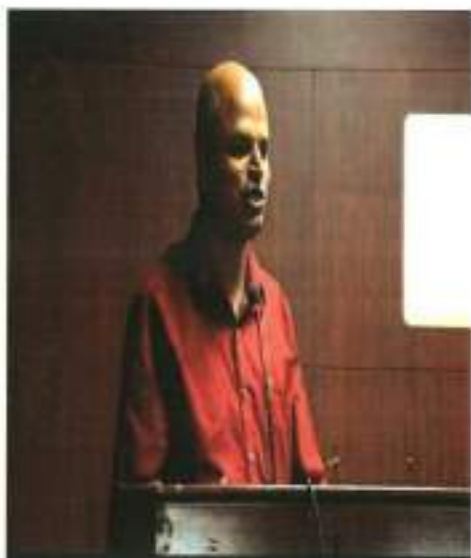
REPORT ON ORIENTATION SESSION ON RESEARCH METHODOLOGY

Date: 20-10-2021


An orientation session on research methodology was conducted by Prof. George Fernandes, Advisor in Bharathiyar Higher Secondary Schools, on October 20, 2021. The session aimed to provide staff members with an overview of the basics of research methodology, equipping them with essential knowledge and skills for conducting research effectively.

Session Overview:

During the session, Prof. George Fernandes highlighted the fundamental concepts and principles of research methodology. Key topics such as research design, data collection methods, sampling techniques, and data analysis were covered to familiarize the staff with the research process. Through interactive discussions and illustrative examples, participants gained insights into various research methodologies and their applicability in different contexts.



RESEARCH METHODOLOGY ORIENTATION GIVEN TO STAFF


PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

Program Coordinator's Reflection:

Mrs. Suganya, the program coordinator, reflected on the session with heartfelt appreciation. She commended Prof. George Fernandes for her informative and engaging presentation, which effectively elucidated the intricacies of research methodology. Mrs. Suganya expressed her satisfaction with the session, noting that it successfully achieved its objectives of acquainting the staff with the essentials of research.

The orientation session on research methodology conducted by Prof. George Fernandes served as a valuable learning opportunity for the staff. Participants gained a foundational understanding of research principles and techniques, empowering them to embark on research endeavors with confidence. Mrs. Suganya's positive feedback further underscored the session's success in fulfilling its objectives and contributing to the professional development of the staff.

This session lays the groundwork for future research initiatives within the institution, fostering a culture of inquiry and scholarly engagement among the staff.



Programme Coordinator

Mrs.J.Suganya

Assistant Professor



**Principal
PRINCIPAL**

**INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203**



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PANDUR, TIRUVALLUR-631 203**

Circular

Date: 25-11-2022

One day workshop on "Data Analysis" will be conducted for staff and students on 01-10-2022 at Indhira College of Education in the Seminar Hall. All are cordially invited.

Thank you.

Reshma Joel,
Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mrs.N.Jayavardhini	Asst.Prof of Education	N. Jayavardhini
2	Mrs.U.Visalatchi	Asst.Prof of Education	U. visalatchi
3	Miss.J.Lizzie	Asst.Prof of Education	J. Lizzie
4	Mrs.M.P.Rama Priya	Asst.Prof of Education	M. P. Rama Priya
5	Mr.A.Jayapaul	Asst.Prof of Education	A. Jayapaul
6	Mr.N.Mohana kannan	Asst.Prof of Education	N. Mohana kannan
7	Mrs.D.Jayakumari	Asst.Prof of Education	D. Jayakumari

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11	Ms.V.Suriya	Asst.Prof of Education	V. Suriya

Ajay Amile
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PANDUR, TIRUVALLUR-631 203



INDHIRA COLLEGE OF EDUCATION, PANDUR, THIRUVALLUR

Welcomes you all for the
WORK SHOP ON



Resource Person
Mr. N. MOHANA KANNAN
Assistant Professor in Education

DATE : 01-10-2022

VENUE : SEMINAR HALL

Programme Organiser
Mr.Veermani Kandan
Assistant Professor

REPORT ON SPSS DATA ANALYSIS WORKSHOP

A workshop on data analysis using SPSS was conducted by Mr. Mohana Kannan at Indhira College of Education on October 1, 2022. The workshop catered to both staff and students, aiming to enhance their proficiency in descriptive, differential, and correlation analysis techniques using the SPSS software.

The workshop commenced with an overview of SPSS and its significance in data analysis for educational research. Mr. Mohana Kannan provided comprehensive guidance on utilizing SPSS for various types of analysis, emphasizing its importance in generating insights from data sets.

Participants were introduced to descriptive analysis techniques, including measures of central tendency and dispersion, to summarize and interpret data effectively. They gained hands-on experience in generating frequency distributions, histograms, and other descriptive statistics using SPSS.



TEACHING DATA ANALYSIS

Ajay Perin
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Furthermore, the workshop covered differential analysis, enabling participants to compare groups and identify patterns or differences within the data. Mr. Mohana Kannan demonstrated how to conduct t-tests, ANOVA, and post-hoc tests using SPSS, equipping participants with the skills to analyze group differences efficiently.

Lastly, participants learned about correlation analysis techniques to explore relationships between variables in their research data. Mr. Mohana Kannan provided guidance on calculating correlation coefficients and interpreting correlation matrices using SPSS, facilitating a deeper understanding of data relationships.


Throughout the workshop, interactive sessions and hands-on exercises were conducted to ensure active engagement and reinforce learning. Participants had the opportunity to practice data analysis techniques under the guidance of Mr. Mohana Kannan, enhancing their proficiency in using SPSS for research purposes.

In conclusion, the SPSS Data Analysis Workshop conducted by Mr. Mohana Kannan at Indhira College of Education proved to be highly beneficial for both staff and students. It equipped participants with valuable skills and knowledge to analyze data effectively using SPSS, thereby enhancing their research capabilities and contributing to academic excellence within the institution.

Mr. Veeramani Kandan Assistant Professor expressed his views on the session and appreciated for the valuable session.


Programme Organiser
Mr. Veermani Kandan
Assistant Professor
Indhira College of Education


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Circular

Date: 14-11-2022

We are pleased to conduct an Orientation on "Effective Mentoring " organized by Indhira College of Education will be held on 18-11-2022 in seminar hall. All are cordially invited for the same.

Thank you.

Reshma Joel,
Principal

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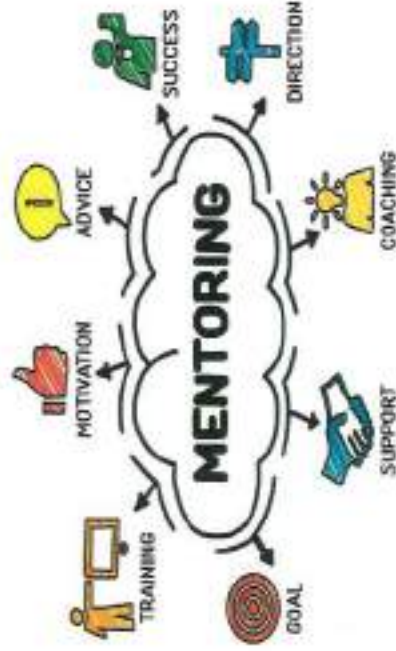
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Ajay Perumal
PRINCIPAL.

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

CORDIALLY INVITES YOU ALL FOR
ORIENTATION ON EFFECTIVE
MENTORING



Resource Person

Mrs.N.Jayavardhini
Assistant Professor
in Education

18-11-2022

Seminar Hall

Programme Organiser
Mrs.D.Subhalakshmi
Assistant Professor

Ajayferish
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REPORT ON ORIENTATION ON EFFECTIVE MENTORING

Date: 18.11.2022.

An orientation session on effective mentoring was conducted by Mrs. Ashwathi Sathish, Guest Lecturer from Madras University, aimed at acquainting staff members with the principles and practices of successful mentoring. The session provided valuable insights into the significance of mentorship in professional development and offered guidance on how to become effective mentors.

Mrs. Ashwathi Sathish commenced the session by introducing the concept of effective mentoring and its importance in fostering growth and development among colleagues. She emphasized the role of mentors in providing guidance, support, and encouragement to mentees, thereby facilitating their success in their professional endeavours.

Key Topics Covered:

Understanding the Role of a Mentor: The orientation focused on delineating the responsibilities and qualities of an effective mentor. Mrs. Ashwathi Sathish elucidated on the importance of building trust, establishing clear communication channels, and providing constructive feedback to mentees.



Ajay Periyasamy

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ACTIVE PARTICIPATION OF THE STAFF

Communication and Relationship Building: Effective communication lies at the heart of successful mentoring relationships. Participants were guided on how to establish rapport with their mentees, actively listen to their concerns, and foster a supportive and nurturing environment conducive to growth and development.

Goal Setting and Action Planning: The session emphasized the significance of setting clear goals and developing action plans to support the professional growth of mentees. Mrs. Ashwathi Sathish provided guidance on how to collaboratively establish SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals and monitor progress towards their attainment.

Support and Encouragement: Mentoring involves providing both emotional and professional support to mentees. Participants were encouraged to empathize with their mentees' challenges, celebrate their successes, and provide guidance and encouragement throughout their journey.

Vote of Thanks:

Mrs. D. Subhashini extended her sincere gratitude to Mrs. Ashwathi Sathish for her insightful orientation on effective mentoring. She expressed appreciation for Mrs. Ashwathi Sathish expertise and dedication in guiding staff members towards becoming effective mentors. Mrs. Subhashini acknowledged the importance of mentorship in fostering a supportive and collaborative work environment and reiterated the institution's commitment to nurturing the professional growth and development of its staff.

In conclusion, the orientation on effective mentoring conducted by Mrs. Ashwathi Sathish served as a valuable opportunity for staff members to gain insights into the principles and practices of successful mentorship. It equipped participants with the knowledge and skills necessary to support and empower their colleagues in their professional endeavours, thereby contributing to a culture of continuous learning and growth within the institution.



Programme Organiser

Mrs. D. Subhalakshmi
Assistant Professor



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Principal
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Circular

Date: 11-03-2021

We are pleased to announce that FDP on "Faculty Development and Training Program" organized by Indhira College of Education will be held on 15-03-2021 in the seminar hall. All are cordially invited for the same.

Thank you.

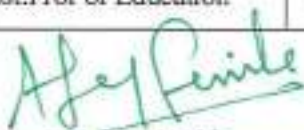

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Principal
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**Welcomes you all for the
Faculty Development and Training
Programme**

**Resource Person
Dr. Regina Joel
Principal, ICOE**



**We invite you to attend this Faculty Development
and Training Programme
On 15-03-2021**

**Time: 10.00 am to 3.00 PM
Venue: Board Room,
Indhira College of Education,
Pandur, Thiruvallu - 631 203**

A. Joyfermila
PRINCIPAL
INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631 203

Programme Organiser : Mr.A.Arunachala Perumal

REPORT ON FACULTY DEVELOPMENT PROGRAMME AND TRAINING (FDP)

Principal Dr. Regina Joel

Date : 31.01.2023

A Faculty Development Program (FDP) was conducted on January 31, 2023, at Indhira college of Education under the guidance of Principal Dr. Regina Joel. The FDP aimed to enhance the professional development of faculty members by providing them with valuable insights and training in various aspects of teaching, research, and academic leadership.

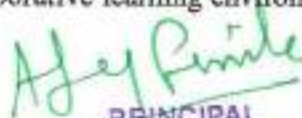


TRAINING SKILLS EXPLAINED BY DR. REGINA JOEL

Dr. Regina Joel commenced the program by emphasizing the importance of continuous learning and professional growth in the field of education. She reiterated the institution's commitment to fostering a culture of excellence in teaching and research through initiatives like FDPs.

The FDP encompassed a wide range of topics relevant to faculty members, including innovative teaching methodologies, research methodologies, academic ethics, and effective classroom management techniques.

Interactive workshops and panel discussions were organized, allowing participants to engage in meaningful dialogue, share best practices, and brainstorm solutions to common challenges faced in academic setting. Dr. Regina Joel encouraged active participation from faculty members, fostering a collaborative learning environment where ideas and experiences were exchanged freely.


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Moreover, the FDP provided a platform for networking and building professional relationships among faculty members from different departments and disciplines. This facilitated interdisciplinary collaboration and knowledge sharing, enriching the academic community of the institution.

Participants also received guidance on career advancement and professional growth opportunities within the institution and beyond. Dr. Regina Joel emphasized the importance of setting personal and professional goals and provided mentorship to help faculty members navigate their career paths effectively.

In conclusion, the Faculty Development Program led by Principal Dr. Regina Joel was a resounding success, equipping faculty members with the knowledge, skills, and resources necessary to excel in their roles as educators, researchers, and leaders in academia. The program not only contributed to the professional development of individual faculty members but also strengthened the overall academic quality and reputation of the institution.

Dr. Mohammed Rafi thanked Principal and expressed his feedback on the session and also for the knowledge shared on the topic.

Programme Cordinator

Dr. Mohammed Rafi
Associate Professor

Principal

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PANDUR, TIRUVALLUR-631 203

Circular

Date: 30-10-2022

One day "Personal Hygiene" Session will be conducted for Non-Teaching staff on 03-11-2022 at B.Ed office. All are cordially invited.

Thank you.

J. R. Leelathi

Principal

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

M.Ed Staff

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A. Jayaraj

Principal
INDHIRA COLLEGE OF EDUCATION
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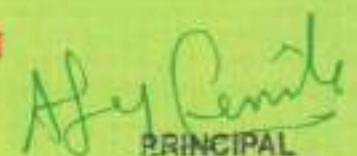
**INDHIRA COLLEGE OF EDUCATION,
PANDUR, THIRUVALLUR-631203**

PERSONAL HYGIENE



DATE : 03-11-2022

PLACE : CLASS ROOM


PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

**REPORT ON PERSONAL HYGIENE TRAINING FOR
HOUSEKEEPING STAFF AT INDHIRA COLLEGE OF EDUCATION**

Date: 03 – 11 - 2022

Introduction

On 03 – 11 - 2022, a training session on personal hygiene was conducted for the housekeeping staff of Indhira College of Education. The session was organized and led by Dr. Regina Joel, the Principal of the college. The purpose of the training was to reinforce the importance of personal hygiene practices among the housekeeping staff to ensure a clean and hygienic environment within the college premises.

Objectives

- ✓ To educate housekeeping staff about the significance of personal hygiene.
- ✓ To familiarize them with proper techniques and practices for personal cleanliness.
- ✓ To emphasize the role of personal hygiene in maintaining a healthy environment within the college.

Session Details

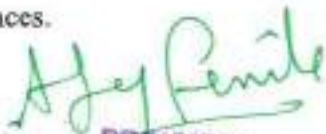
The training session commenced at 12.00 pm and lasted for approximately 30 minutes. Dr. Regina Joel began by welcoming the housekeeping staff and expressing the importance of their role in upholding cleanliness standards within the college. The following topics were covered during the session:

a. Importance of Personal Hygiene: Dr. Regina emphasized the significance of personal hygiene in preventing the spread of infections and diseases, especially in communal settings like educational institutions.

b. Hand Hygiene: Proper handwashing techniques were demonstrated, including the use of soap and water, scrubbing for at least 20 seconds, and drying with clean towels or air dryers.

c. Respiratory Hygiene: The importance of covering mouth and nose while coughing or sneezing to prevent the spread of respiratory droplets was highlighted. Techniques such as using tissues or elbow flexion were demonstrated.

d. Uniform and Personal Grooming: Guidelines for maintaining clean uniforms and personal grooming standards were provided. This included wearing clean attire daily, grooming hair neatly, and avoiding strong fragrances.


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e. Environmental Hygiene: Dr. Regina emphasized the need for housekeeping staff to maintain cleanliness not only in personal spaces but also in the areas they are responsible for cleaning within the college premises.

f. Handling of Cleaning Equipment: Proper handling and maintenance of cleaning equipment to prevent contamination were discussed.



HOUSE KEEPING ACQUAINTED WITH PERSONAL HYGIENE MEASURES

The training session concluded with a recap of the key points discussed and a reminder of the housekeeping staff's responsibility in maintaining hygiene standards within Indhira College of Education. Dr. Regina Joel thanked the staff for their participation and emphasized the importance of implementing the knowledge gained during the session in their daily routines. We extend our gratitude to Dr. Regina Joel for her valuable insights and leadership in organizing this training session.

J. Jayanthi

Programme Co-Ordinator

Mrs.J. Jayanthi
Assistant Professor

Regina Joel,

Principal

**PRINCIPAL
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PANDUR, TIRUVALLUR-631 203**

Participants

Mrs.Devagi
Mrs.Pushpa
Mrs.Girija

Ajay Pundarik

**PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203**

Circular

Date: 20-04-2023

We are pleased to announce a Workshop on "SUPW" organized by Indhira College of Education will be held on 26-04-2023 in seminar hall. All are cordially invited for the same.

Thank you.

Rasna Joel /
Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203

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Ajay Perumal
Principal
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INDHIRA COLLEGE OF EDUCATION. PANDUR. THIRUVALLUR

invites you for the
ONE DAY TRAINING PROGRAMME

ON

SOCIALLY USEFUL PRODUCTIVE WORK

Resource Person

Mrs. D. JAYAKUMARI

DATE : 27-04-2023

VENUE : SEMINAR HALL

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203

Programme Organiser

Mrs..J.LIZZIE
Assistant Professor in
Education
ICOE

Chegg

Socially Useful Productive Work
SUPW



Report on SUPW Training Program


A one-day training program on Socially Useful Productive Work (SUPW) was conducted at Indhira College of Education on April 27, 2023. The program, spearheaded by Mrs. Jayakumari, Assistant Professor, aimed to impart practical skills to both students and staff members. Activities such as pillow making, garland making, and pot painting were taught, contributing to the holistic development of participants.



The training program commenced with an introduction to the importance of SUPW in education, highlighting its role in fostering creativity, skill development, and community engagement. Mrs. Jayakumari emphasized the significance of hands-on learning experiences in enhancing students' practical skills and nurturing their artistic talents.

Throughout the day, participants actively engaged in various workshops where they learned the techniques and intricacies of pillow making, garland making, and pot painting. Mrs. Jayakumari provided step-by-step guidance, demonstrating different methods and encouraging participants to explore their creativity.

The training program not only benefited students but also staff members who participated enthusiastically. It provided them with an opportunity to learn new skills, unwind from their routine tasks, and foster a sense of camaraderie among colleagues.


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Professor J. Lizzie, the program coordinator, expressed her gratitude towards Mrs. Jayakumari for organizing such a meaningful and enriching training program. In her vote of thanks, Professor Lizzie highlighted the importance of practical skills development in education and applauded Mrs. Jayakumari's efforts in making the training program a success.

Overall, the SUPW training program at Indhira College of Education was well-received and highly beneficial for both students and staff members. It not only equipped participants with practical skills but also instilled in them a sense of creativity, teamwork, and appreciation for handmade crafts. Such initiatives play a crucial role in promoting holistic education and fostering the overall development of individuals within the academic community.

Programme Coordinator

**Dr. J. Lizzie
Professor**

Principal

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