ROYAL EDUCATIONAL INSTITUTE

ANNUAL REPORT

SESSION 2019 -20

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Royal Educational Institute

ANNUAL REPORT

Session (2019-20)

Royal Educational Institute was established under the chairmanship of Shri Vijay Agrawal, in 2005 with a dream to provide composite and quality education to young minds in legal,technical and educational field so that they become efficient lawyers,academecians,software developers and managers etc. who are ready to face tough challenges in the competitive world and also prove tobe good human beings in order to serve the society at large.

Objective:

In pursuance of objectives of Lord Shiva Educational society for providing facilities for study of commerce, management, information technology, teaching practices, humanitarian arts, on a meticulous methodical and scientific basis Royal Educational Institute was established on pioneering efforts of several learned dignitaries in year 2005, affiliated with Ch. Charan Singh University, Meerut (formerly Meerut University), duly approved by National Council of Teachers Education.

We have:-

- Government Recognized
- World Class Infrastructure
- Highly Qualified, Competent and committed Faculty
- 100% Placements
- Most Hi-tech, fully Wi-Fi campus
- Personality Enhancement

VISION

To be a top ranked institute of choice for students, staff and corporates, recognized for excellence in Higher Education and Research specially relevant to social needs of society.

MISSION

The mission of the Institute is to offer world class, innovative, career- oriented professional programs through inclusive technology – aided pedagogies to equip students with the requisite professional and life skills as well as social sensitivity and high sense of ethics. The college will strive to create an intellectually stimulating environment for students, particularly into areas bearing on the socio-economic and cultural development of the state and the nation.

CORE VALUES

ROYAL EDUCATIONAL INSTITUTE

Built on the vision that to serve the society at large through enhancement of social education serves as a keystone in improving society and building better futures for all, we commit to our core values of:

Ethics and Dignity

We are committed to the highest standards of honesty, fairness, respect, and professional and scholarly ethics. We value the dignity and worth of all people. We expect all of our conduct to be based on integrity, mutual respect, and civility, and that conduct is driven by the highest ethical standards.

Multiplicity

We embrace all aspects of human diversity and value its necessity to ensure a vibrant learning community. We are committed to providing a college community that is supportive, safe, and welcoming. We are committed to ensuring intercultural and international diversity in our curriculum and our people.

Student Focal Point

We are committed to fostering the professional and personal growth of all students and our fellow colleagues by promoting lifelong learning and leadership development. These interests are the primary focus of college decisions and activities.

Our College is committed to and directs its activities towards securing

- Responsible citizenship
- Social justice and humanism
- Fraternity and common brotherhood
- Compassion and respect for fellow beings and for the environment
- Professionalism, ethics and integrity of thought and action
- Equality of opportunity
- Freedom of ideas and novelty of thoughts
- Scientific temper and the spirit of inquiry and reform

Distinctive Features

- Extra Co-Curricular activities and programs like Scout guide camps, Social Services, Cultural activity on regular basis.
- Well-equipped, modern computerized library with rich collection of standard text books, Editorial Reports, Foreign Journals, Magazines & Periodicals.
- Scholarship to meritorious students. Special arrangements for teaching practices in English and Hindi medium Schools.

- Well furnished lecture halls with modern teaching aids.
- Pollution free, lush green, beautiful and impressive campus.
- Transport facility from Metro head.
- Industrial tours/ Educational tours.

ABOUT DEPARTMERNT

INTRODUCTION OF B.B.A COURSE

BBA (Bachelor of Business Administration) Affiliation : CCS University, Meerut Duration: 3 Years (6 Semesters) Eligibility: 10+2 or equivalent with minimum 45% marks (40% for SC /ST) Bachelor of Business Administration (BBA) is a three-year degree course affiliated to Ch. Charan Singh University, Meerut. Since Management is one of the most preferred career options today, BBA is a natural corollary to this preference. At REI, this course has been designed to impart basic principles of management to the future managers, so that they achieve a strong grounding in management studies. This is beneficial for students if they pursue higher Studies , Management, or if they pursue any other course that is related to any other aspect of corporate world. BBA at REI helps students in developing business and personal competence through their exposure to the real business problems, analysis of cases and industrial visits .

INTRODUCTION OF B.C.A COURSE

BCA (Bachelor of Computer Application) Affiliated to: CCS University, Meerut Eligibility: 10+2 or equivalent with minimum 45% marks (40% for SC /ST) Bachelor of Computer Applications (BCA) is the real opening path for those 12th passed students who have a desire to develop as an IT professional. REI runs this course under affiliation with CCS University, Meerut. The course has a global focus on its curricula. Lot of emphasis is laid on latest computer applications through different software. The Institute is maintaining a high standard of teaching in classrooms

and practicals in computer laboratories with highly qualified and experienced faculty

INTRODUCTION OF B. ED COURSE

Bachelor of Education Affiliated to: CCS University, Meerut Eligibility: Graduation with minimum 50% marks (45% for SC /ST). B.ED is a 2 years bachelor degree one has to undertake to become a teaching professional. The National Council of Teacher Education (NCTE) has made the B.Ed degree compulsory for candidates who wish to teach at public schools in India at any level.

INTRODUCTION OF B.A.COURSE

Bachelor of Arts or BA Affiliated to: CCS University, Meerut is one of the most popular undergraduate programmes that students pursue right after passing class 12^{th} in India. A three-year course Arts programme is offered by colleges.

BA Eligibility Criteria

The eligibility criteria for a BA course specify that:Candidates should have completed their 10+2 from a recognisedboard.with a minimum of 50% aggregate marks at their Class 12 level in order to be eligible to pursue a BA course offered by them. 5% marks relaxation in this criteria for SC/ ST candidates.

INTRODUCTION OF B.Com. COURSE

- BCom or Bachelor of Commerce Affiliated to: CCS University, Meerut is a three-year undergraduate degree programme. B.Com (Hons) curriculum is designed to

impart education in some specialised subjects; whereas, BCom, also known as BCom Pass or B.Com General, is an overview of all the subjects taught in an honours course.The candidate must have studied Commerce in class 11 and 12 with Accountancy, Business Studies, Economics, Maths/optional subject and English as main subjects.

LABS IN ALL DEPARTMENT

The Laboratory is an experimenting place where students convert their theoretical knowledge into practical for development of all round aspects of students. Lab play an important role.

There are 2 main Labs for Education Department:

EDUCATIONAL IT LAB

REI has well-equipped education technology lab for B.Ed. students. It is being utilized by all the students. Students are acquainted with knowledge, uses, working and operation of various technology and aids. Students are taught how to prepare transparencies, power point presentations. They are given basic information regarding MS Office, MS Word, and MS Excel so that they can use them as per requirements during their academic session and in future also. Teachers make use of various aids for the teaching purpose and giving demonstration lessons to make the learning of various topics interesting and effective.

PSYCHOLOGY LAB

It is well- furnished with all related facilities for the trainees of B.Ed. Knowledge of psychology is essential for the perspective teachers. It enables the students to understand ways of conducting psychological tests. Main objective of this lab is to

acquaint the students with the administration and interpretation of the test, so that they can know about the learner and can help in development of balanced personality of the learner. All important tests are available in the lab. for the Students of Education Department have facility to take and use the tests for their session work.

LIBRARY

The Institute has a well-furnished and efficiently organized Library. It is well stocked with latest editions of Books by eminent authors on various titles to cater to needs and requirements of its readers. The Institute has also provided the facility of Book-Bank to the student. It has rich collection of books including text book, reference books. The institute also provides daily current affairs learning through newspaper reading.

SEMINAR HALL

The institute has a Seminar hall which is well equipped with various modern audio visual equipments. The hall is frequently used for Guest Lectures and invites educationist's experts in different fields of education. This hall has full facility for the organization of seminars and workshops.

SPORTS ROOM

Coordinator – **name** for Physical Fitness the Institute develop a sports room for many indoor games- carom board, chess, Table tennis. Available kits for outdoor games- cricket, volley ball, badminton etc.

MICRO TEACHING

Micro teaching was organised from 26th November, 2019 to 4th December, 2019

The student's teachers used innovative Microteaching Techniques for developing teaching skills. The following teaching skills were developed through Micro plans.

1. Introduction Skill
2. Explanation Skill
3. stimulus Variation Skill
4. Probing Question Skill
5. Reinforcement Skill
6. Illustration Skill
7. Blackboard skill
8. Questioning Skill

Single Micro lesson plan was delivered by each student teacher per day. The plans were evaluated by teacher educators. The feedback was also provided to the students teachers for improvement in their teaching skills

Orientation Programme

Royal Educational Institute organized an Orientation Programme for BA, B.Ed, First year students (Session 2019-2021) on 23rd July, 2019, Tuesday in Theatre Hall. The programme started at 11:00 A.M. with the Tilak ceremony of the freshers, after this Mrs. Neeta anchored the whole programme. First of all, lamp lightening was done by Mr. Vijay Agarwal, Dr. Kavita Agarwal, Dr. M.P. Singh, Dr. Manish Porwal and Mr. P.K. Jain. A devotional song for

Maa Saraswati, Goddess of wisdom and knowledge was sung by Poornima and Rashmi, students of BBA.

Mrs. Neeta welcomed the students and explained the meaning of orientation. An introduction speech was given by Mr. P.K. Jain, Administrative Head of Royal College. He explained the importance of Teachers for the nation and the purpose of doing all courses. He directed the students and faculties not to repeat the mistakes again and again, to succeed in life. A warm welcome was given to the students by Mr. Vijay Agarwal, Chairman of Royal College. He adviced the students to maintain discipline in the college and wished them good luck for their prosperous future.

Dr. Manish Porwal, Head of education department explained education as a three storey building where First storey refers to Primary education and second to secondary education and third to Higher Education. He motivated the students to become effective teachers with the help of a story. He also guided the students about curriculum, including the compulsory and optional subjects and Internship.

Dr. M.P. Singh, Director of Royal College, also gave an inspirational speech in which he stressed on Hard work, Patience and self-confidence to succeed in every walk of like. After this students introduced themselves about their academic qualification, family background, hobbies and their ambition. A vote of thanks was given by Mrs. Tripti Saxena. The Programme ended with the singing of National Anthem

ACADEMIC AND CULTURAL ACTIVITIES

“INDEPENDENCE DAY”

Independence day of India was celebrated in Royal Educational Institute on 15th August 2019, at Thursday . This year in 2019, India celebrated its 73rd independence day to pay tribute and remember all the freedom fighter who fought for us.

The gamut of celebration activities held on the campus consisted of special morning assembly and parade. The entire college assembled at the ground. The Chairman Mr. Vijay Agrawal hoisted the Tricolor followed by National anthem. After the anthem, group song “Ae mere watan ke logo” filled every one with pure patriotism. Some students gave an impressive and powerful speech.

At the end, the Principal gave a speech reminding the students and the teachers of the sacrifices made by our great freedom fighters and made us take pledge that we would serve our motherland, India with heart, body and soul. The function came to an end with distribution of sweets among students and staffs.

TEACHER'S DAY

A joint effort by all the students was to celebrate teacher's day on 5th September 2019

On the occasion of teachers day, CCS University honoured our respected faculty members for their contribution in Education.The event started by 11 am in Seminar Hall. The REI Students contributed in this celebration. The seminar hall over flowed with pupil who wanted to celebrate teachers day with respect and love for their gurus (teachers). Once again it was one of the very successful events organized by all the students of Royal Educational Institute. Students distributed cards to the faculty members, Non Teaching faculty of the college. A program was organized for all the faculty members and non-teaching staff of the College. The efforts of the students were appreciated by all the teachers.

TEACHERS FELICITATION PROGRAMME

On the occasion of Teachers Day our Faculties were being felicitated for their contribution in Education by Shri N.K. Taneja Vice-Chancellor of Chaudhary Charan Singh University, Meerut.

We feel proud to announce that we were the only self finance college of Ghaziabad from which nine Faculties were being awarded.

मारोह

मान समारोह
श्री श्रीचन्द शर्मा

रायल कालेज के नौ शिक्षक सम्मानित

मेरठ के आइएमई कालेज में शिक्षक दिवस पर सम्मानित हुए रायल कालेज के नौ शिक्षक • सौ. कालेज

वि. गाजियाबाद : मेरठ के आइएमई कालेज में शिक्षक दिवस पर सम्मानित हुए जिले के 75 शिक्षकों में नौ शिक्षक गाजियाबाद के रायल कालेज के भी शामिल है। चैयरमेन विजय अग्रवाल ने भी सम्मानित शिक्षकों को शुभकामनाएं दी हैं। इनमें प्राचार्य डा. टीना गर्ग के साथ डा. कविता अग्रवाल, डा. कपिल देव मिश्रा, डा. रविंद्र कुमार गिरि व डा. पूर्णिमा चौधरी और रायल एजुकेशनल इंस्टीट्यूट के प्राचार्य डा. मनीष पोरवाल, तृप्ति सक्सेना, डा. आरती शर्मा व डा. अवधेश कुमार शामिल हैं। सम्मान देने वाले नोडल अधिकारी डा. राकेश कुमार सोनी ने कहा कि गाजियाबाद के सिर्फ यही दो सेल्फ फाइनेंस कालेज हैं, जिनके शिक्षकों को सम्मानित किया गया है।

PLANTATION PROGRAMME

Our college launched an extensive Plantation Programme on 30 September 2019 in different parts of our locality.

The students and teachers selected the empty places and the roadside to plant saplings in a well-organized way. The saplings were supplied by the local municipality corporation. In order to restore the eco-balance of the afforestation drive was taken with all seriousness. Anyway, participants were highly enthusiastic to make it a big success. The students planted saplings, and fenced them and watered the plants. Every step of the programme was appreciated by the representatives of the administration and the local forest department officials. The programme created a great stir among the general public too.

MEHENDI COMPETITION

To motivate and to nurture the talent of students and to have lots of fun and enjoyment apart from the studies,

a Mehndi competition was organized on 11 Oct 2019 in the REI premises and students of BA, B.COM, BBA and BCA participated in the events with a lot of joy and excitement.

IT WORKSHOP

On 21st February 2019, Royal College Ghaziabad organized a workshop to aware students about the "Advantages and Disadvantages of IT". This workshop was graced with the presence of Dr. Sanjay Jindal as the chief Guest. He initiated the lamp lightening ceremony along with Dr. Teena Garg principal of Royal College, Dr. M.P. Singh director of Royal College, Dr. Manish Porwal H.O.D of Education Department, Mr. P.K. Jain senior administrative officer. The lamp lightening ceremony was accomplished with Saraswati Vandana by B.Ed Dept. Students.

This was followed by felicitation of Dr. Sanjay Jindal with a bouquet from Dr. M.P. Singh then he delivered welcome speech after the inaugural speech of Mrs. Tripti Saxena faculty of B.Ed Dept. shared her thoughts on the advantages and disadvantages of ICT.

POETRY COMPETITION

Poetry is when an emotion has found its thought and the thought has found words" -Robert Frost

A Poetry Recitation Competition was organized on 13 October 2019 at Royal Educational Institute .Beauty is the realm of poetry, students enjoy the beauty of expression, thoughts, feeling, rhyme, rhythm and music of words. Taking all these facts into consideration the students got an opportunity to exhibit their talent and confidence. The competition inspired the students to come forward and recite on stage.

The students came up with different poems on the topic "PATRIOTISM" and recited them with great zeal and enthusiasm.

DIWALI MELA

Diwali Celebration“Diwali Mela- A Foodie Village ”activity was organized in the campus of Royal Educational Institute on 19 October 2019, with believe that this will enhance marketing skills of students in restricted boundaries.

Students from all departments participated in this, they have to prepare their food without fire& games and arrange their stall themselves and develop all marketing strategies to earn profit. Principal Dr Poonam Choudhary was also present at the moment this gave an emotional and recreational touch. Activity of Foodie Village started at 11.00 am with full energy and excitement. Principal Mam along with all faculty members arrived at food village. The organizers believed that such types of events help in developing essential skill of marketing and also go a long way to boost confidence of students to face customers comfortably. There were about 30 students from all departments participating in the event who were divided into 14 teams. Three teams were declared winners on the basis of maximum percentage of profit on sale against input cost. The students were well prepared for the purpose and entertained the customers to a great extent with their performance. The judges themselves were also highly pleased with their logical presentation. The activity was started with the 12 participating teams and team coordinators.

SPORTS DAY

The Royal Educational Institute celebrated its annual sports day on 15 NOVEMBER 2019 at college ground. It was a day filled with fervour and exhilaration, amidst thrills and cheers. Mr. Manish Porwal welcomed the gathering. He emphasized on importance of

sports in all student's life , followed by a brief report of sports activities and achievements of college.

Students participated in indoor games like chess, table tennis and outdoor games like kabbadi, race, badminton, volley- ball tug of war . The college playground rimmed with flags reverberating with the sound of cheers made everyone's day. Students participated with full energy and the event was a great success.

SLOGAN COMPETITION

Royal Educational Institute organized a SLOGAN competition on 19 December 2019 in college premises.

Most of the students participated with great enthusiasm and zeal and presented their ideas and thoughtful messages.

Slogans are just not a part of decoration but also spread meaningful messages to the society. This competition also gives a platform where students not only get a chance to show their writing talent in front of everyone but also get a chance to publish their slogan.

ESSAY COMPETITION

An intra-college essay competition was organized on 23/12/2019 in seminar hall, REI.

Topic of the essay competition was “Smog’s Effect on Delhi & NCR”. The main motive of the essay competition was to develop the inherent skill of creative thinking, analytical ability, reasoning, comprehensive knowledge of the participant. The student’s performance was evaluated on the basis of relevant content and writing skills.

Students came up with amazing creativity. Their efforts and initiative was appreciated by one and all. The final judgement was

made by, Dr. Manish Porwal and Mrs. Tripti Saxena. The rubrics for judgement were originality, clarity of expression, uniqueness, close to the theme. The winners are following:-

POLLUTION FREE CAMPAIGN

Rajnagar welfare society conducted a workshop on the topic “pollution free campaign”. The students and faculties of REI attended this workshop on 30 DECEMBER 2019. Students took out a rally to raise their voice in support of environment conservation. They sensitised the masses about the menace of environment degradation and suggested measures to reduce pollution.

Students marched with placards and banners bearing slogans about pollution control, saving energy and reducing water wastage. They also urged people not to use horns unnecessarily, switch off electric gadgets when not in use, stop using plastic bags, not dump waste in water bodies, plant more trees and throw garbage only in trash cans among other eco-friendly suggestions.

POSTER MAKING COMPETITION

According to proposed plan Royal Educational Institute organised a Poster making competition which was held on 30 December, 2019 . The theme was “Patriotism”.

India is a land of great political leaders who ruled the country effectively and also by protecting its national interest. The objective of the competition was to address the feeling of patriotism among the students and it had serve upto the best, around 30 students from all department of our college has participated in the event with full zeal and love towards the mother land. Whole event was organized on 30 December, 2019 from 11:30 a.m to 3:30 p.m in the REI library premises. We provided some materials , such as Drawing sheets, Pencils, Erasers, sharpeners and Crayons colours. The students expressed their views and thoughts about the great leaders as well as on Independence day by drawing, writing slogans and quotes. One could see and feel the enthusiasm that the students had in their presentation. This activity kept the student engaged and it was organized to explore and encourage creativity in students and offer them a platform to showcase their skills. It inspired them to

think and work creatively in order to promote artistic excellence. Previously students list was given by all departments. All selected students participated earnestly in the competition. They came up with amazing creativity. Their efforts and initiative was appreciated by one and all. The final judgment was made by Mrs.Dr. Kavita Agrawal from REI , The rubrics for judgment were: Originality, Clarity of expression, Uniqueness, Close to the Theme. The winner is Mr. Daru Singh.

COOKING COMPETITION

Under the banner of REI, a Fireless Cooking Competition was organized for all students on 6th january 2020. To provide a platform for the students to foster their creativity and decision making skills and also help them explore their hidden talents and discover new areas of interest. The students enjoyed the day by enthusiastically taking part in this fun learning package. The event gave a platform to the students to demonstrate their culinary knowledge and skills related to: developing and following a recipe,

preparation of a dish, and displaying the dish before a judging panel where it will be evaluated on flavor, taste and palatability. Overall 9 teams participated in the competition. 48 students participated wholeheartedly in the event. Their efforts were evaluated on the basis of five parameters:

a) Dish name, b)Taste, c) Presentation, d) Calorie content and e)Hygiene.

Participants infused lots of creativity and served delicious eatables to enhance the taste buds. Here the participant had to prepare an eatable without using the fire. So the participants served plates of Bhel puri,

Chaat, sandwiches, shakes, Mojito, Chocolate lollypop, Aamavat mouthfreshner and many more. Competition started at 10:00a.m Sharp. One hour was given for preparation and 15 minutes for presentation. Judging panel comprised of Dr. Kavita Agrawal(Director),Dr. Manish Porwal, Dr. Vijay Singh and Mrs. Tripti Saxena. It was a tough time for them to come up with the result. Every team gave a tough competition to others. Hence there was a tie in overall winner category as well as individual categories. The event was organized under the leadership of Ms. Riya Punyani.

All Participants were awarded with Certificates & Winners with Prizes too. Winners were also declared on the basis of individual evaluation parameter also.

BASANT PANCHAMI

महाविद्यालय परिसर में 30 **जनवरी** 2020 को बसन्तोत्सव कार्यक्रम का आयोजन किया गया। बसन्तोत्सव कार्यक्रम में, ज्ञान की देवी माँ सरस्वती के पूजन एवं हवन कार्यक्रम का शुभारम्भ महाविद्यालय के चेयरमैन श्री विजय अग्रवाल तथा डायरेक्टर श्रीमती कविता अग्रवाल द्वारा लगभग 9:00 a.m. पर किया गया। इस दिन प्रचलन के अनुसार उपस्थित सभी लोग पीले और सफेद रंग के वस्त्र पहन कर आये थे जिसने वातावरण को बासन्ती रंग में रंग दिया था। हवन एवं पूजन के दौरान पूरा वातावरण माँ सरस्वती की आराधना में भक्तिमय था। लगभग 2 घंटों पश्चात पूजा एवं हवन समाप्त हुआ तथा सभी को प्रसाद वितरित किया गया। बसन्तोत्सव की खुशी में बी0एड0 विद्यार्थियों ने सांस्कृतिक कार्यक्रम प्रस्तुत किया जिसमें नृत्य, संगीत एवं रोल प्ले इत्यादि प्रमुख थे उसके पश्चात चेयरमैन जी ने अपने भाषण से हमारा मार्गदर्शन किया तथा अन्त में विभागाध्यक्ष डॉ0 मनीष पोरवाल ने महाविद्यालय की प्रगति आख्या के उपरान्तधन्यवाद के साथ कार्यक्रम का समापन किया।

YOGA CAMP

Date	25 February 2020
Time	9:00am
Venue	College hall
Yoga Instructor	Acharya ji
No. of Student attended the	More than 30

Programme	
Objective	To aware students about yoga and make them able to know, learn and practice the different yoga asanas. By which they will fit mentally and physically in their practical life.

On 25 february 2020, A yoga camp “Yoga for Wellness” was organized in the campus of REI . All the students and faculty members were assembled in college hall.

EXCURSION ACTIVITIES

Industrial Visit to Nehru Planetarium, Delhi

The Nehru Planetarium in New Delhi is situated in the green surroundings of the Teen Murti House, previously the official residence of India's first Prime Minister Pandit Jawaharlal Nehru and now a museum in his memory. Conscious of the fact that an

understanding of the spirit and method of science is crucial for children to become responsible citizens,

Royal Educational Institute organized a visit to the planetarium for students of.

To begin with, the students took a walk through the museum where they gathered information about Pandit Nehru's phases of life, his active role in India's political management and his journey to become the first prime minister of this esteemed country. The students were spellbound by the number of old photographs covering the walls of the museum, weaving sequential stories of the struggle for freedom and the development that took place in our country after independence.

Students also got an opportunity to observe the different rooms in the house where Pandit Nehru carried out his daily routine and chores when he resided there.

To add more to their knowledge, the students got a chance to see the models of various 3 space shuttles used to travel into space and gadgets used to make observations and recordings.

The highlight of this visit was the show which the students watched in the sky-dome theatre situated in the planetarium. The show was titled 'Vichitra Brahmand.' It featured information about planets, constellations, and specific objects such as globular clusters, open clusters, nebulae, pulsars,etc. It was a very fruitful and enlightning trip that set many young minds aspiring to take up astronomy as a subject and learn more about the intriguing outer space!

Rashtrapati Bhavan Visit

Students had the rare opportunity of visiting the Rashtrapati Bhavan as part of the educational field trip organised by the school management recently on 13 December 2019.

A total number of 120 students were taken for the field work. This group consisted of First Year B.A, B.com, B.BA & B.C.A students. This group was placed under the charge of 12 teachers from the respective departments. The students and the teachers were accommodated in 4 buses. The journey to Rashtrapati Bhawan began from the College premises at about 10:15 am and reached the destination at 12 :00 p.m.

The students were elated over the fact that they had taken a group photograph with President Ram Nath Kovind and also visited various facilities on the premises of Rashtrapati Bhavan. Hundreds of students drawn from coastal communities, including fishermen families, are gaining access to free education at the school developed in the coastal village of Turpukanupuru of Chillakur mandal. The village is close to the industrial hubs of Muthukuru and Gudur, which are nearer to the Krishnapatnam Port.

After the complete tour of Bhawan, refreshement was served. By 5:00 pm the trip ended and the buses returned to the campus. The event went well and it was a great learning experience for the students.

List of Add on courses

1. Computer Proficiency
2. Yoga Meditation
3. Language Proficiency
4. Scout Camp
5. Art & Aesthetic

Computer Proficiency

Course Objectives:

• Use the basic vocabulary and terminology related to computer and word processing

• Open, save and format a basic document

• Type a simple note or a letter using Microsoft Word

• Perform basic format and editing on a word document

• Create tables and calendars

• Use different basic computer language software and programs to practice English and typing skills

Course Outcome:

• Set up logical storage locations on your hard drive so that you can easily store and retrieve information.

• Manage your MS Outlook files by using tools such as archiving, storage folders and message rules.

• Create a word document and navigate your way around the basic applications.

• Create an excel workbook and navigate your way around the basic applications.

• Create a professional email signature and learn how to edit and update it with important and timely company information.

• Create and present a basic PowerPoint presentation complete with headings, bullet points and pictures.

MODULE I:

Managing Your PC and MS Outlook Managing Your PC: This session will give you a basic overview of how the storage folders work on your computer's hard drive. You will learn to create logical storage folders and also learn how to search for files using Windows Explorer. MS Outlook Management: Storage Folders, Creating New Folders, View Options, Archiving, Creating a Professional Email Image: Create an

email signature that encompasses your corporate image, Learn to access and update your signature so that you can make timely changes such as seasonal company messages and offers.

MODULE II:

Navigating Word Time Management Outlook Calendar Scheduling appointments Meeting requests Creating tasks Navigating your way around a word document Important Tools Navigating the applications Customization Creating a word document (from a template)Building the document Inserting a picture Inserting a table Editing a table Copy & paste text Printing the document

MODULE III:

Navigating Excel Navigating your way around an Excel workbook, Important Tools Navigating the applications customization Creating a workbook, Using Quick Fill Auto Sum Basic Formula's General Formatting Sorting Data Filters Creating a chart Print Set Up Printing the document Sending a workbook through email

MODULE IV:

Creating a PowerPoint Presentation Participants will learn to (and go through process of) Less is better, Important Tools, Navigating the applications, Customization, Creating slides (including a slide master), Creating bullet points, Inserting graphics, Inserting spread sheets, Edit options, Using layout to organise content Animation, Delivering the presentation – Running slide show Presentation View.

MODULE V:

Database Management with MS-Access Introduction to Databases Starting Access 2007 The Getting Started Page and Opening a Database What's New in Access 2007 Understanding the Access Program Screen Understanding the Ribbon Using the Office Button and Quick Access Toolbar Using Keyboard Commands Using Contextual Menus Using Help Database Basics Working with Database Objects Tour of a Table Adding, Editing and Deleting Records Tour of a Form Tour of a Query Tour of a Report Previewing and Printing a Database Object Selecting Data Cutting, Copying and Pasting Data Using Undo and Redo Checking Your Spelling Using the Zoom Box Exiting Access 2007

Reference Books:

1. Gill, Nasib S.: Essentials of Computer and Network Technology, Khanna Book Publishing Co., New Delhi.

2. Gill Nasib Singh: Computing Fundamentals and Programming in C, Khanna Books Publishing Co., New Delhi.

3. Chhillar, Rajender S.: Application of IT in Busines s, Ramesh Publishers, Jaipur.

4. Donald Sanders: Computers Today, McGraw - Hill Publishers.

5. Davis: Introduction to Computers, McGraw -Hill Publishers.

6. V. Rajaraman : Fundamental of Computers, Prentice-Hall India Ltd., New Delhi.

7. Learning MS-Office2000 by R Bangia (Khanna Book Pub)

8. Teach yourself MS -Office by Sandlers (BPB Pub).

9. Using MS Office by Bott(PHI). Note: Latest and additional good books may be suggested and added from time to time , covering the syllabus.

Yoga Meditation

Course Objectives:

• Promoting positive health, prevention of stress related health problems and rehabilitation through Yoga.

• Invoke scientific attitude and team spirit to channelize their energies in to creative and constructive endeavors.

• To enable them to establish Yoga Therapy centers in the service of common man.

Course Outcome:

Upon completion of the course, the student will be able to demonstrate knowledge of the following topics:

• Develop body awareness.

• Learn how to use their bodies in a healthy way.

• Manage stress through breathing, awareness, meditation and healthy movement. • Build concentration.

• Increase their confidence and positive self-image.

• Feel part of a healthy, non-competitive group.

MODULE I:

Foundations of Yoga: History, Evolution of Yoga and Schools of Yoga: Origin of Yoga, History and Development of Yoga, , Aim and Objectives of Yoga, True Nature and Principles of Yoga. Yoga in Modern Times: Yogic Traditions of Ramakrishna and Swami Vivekananda, Shri Aurobindo; Yoga traditions of Maharshi Ramana and Swami Dayanand Saraswat.

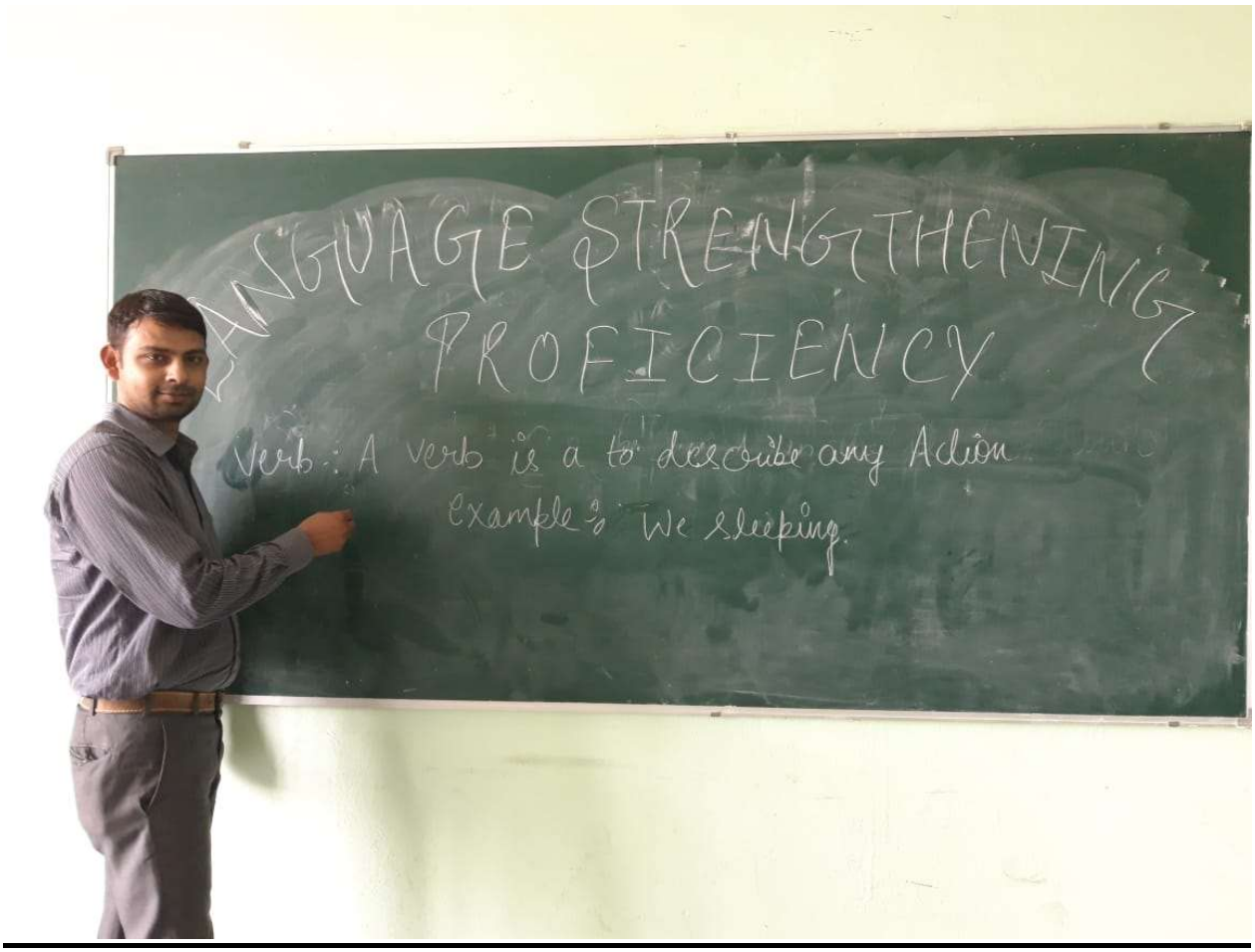
MODULE II:

Behavioral Psychology: Psychology as a Science of Behavior; Definition of Behavior; Psychic forces and human behavior, behavior and Consciousness, Psychological basis of behavior; MODULE I: MODULE II: Course Outcome: Personality: Nature and Types of Personality; Determinants

of Personality: Heredity and Environment; Facets and Stages of Personality Development; Personality Theories of Sigmund Freud, Alfred Adler and C.G. Jung, Carl Rogers; Assessment of Personality.

Dr. Manish Porwal welcomed the Yoga Instructor Acharya and Team, and introduced them to the students. He addressed the participants and shared her views regarding Yoga. He emphasized the importance and role of Yoga in the life and routine schedule of every individual to keep us physically and mentally fit. Everyone should practice the yoga asanas everyday in their hectic life schedule.

Language Proficiency



Course Objectives:

• This course aims to prepare students to communicate effectively in both speaking and writing in various professional contexts.

• In order to achieve this, students will be given intensive training to acquire the forms and proper register for telephone communication, greetings and introductions, and formal and informal presentations, and to master the forms and proper register for writing emails, reports, and formal proposals, business letters, research papers and articles and the preparation of letters of introduction to accompany Curriculum Vitae for job applications.

Course Outcome:

• The students developed the habit of expressing things in English

• Students became efficient in writing grammatically correct English

• It created professional awareness in terms of writing and speaking

MODULE I:

Learning the Sounds of English, Production of Speech Characteristics of Voice Organization of Speech (from Speaking English Effectively by Krishna Mohan & N.P. Singh)

MODULE II:

Modes of Delivery Speeches for Special Occasion Motivation and Personality Development Pronouncing individual sounds (from Speaking English Effectively by Krishna Mohan & N.P. Singh) Acquiring the right intonation (Practice Material by course teacher) Developing conversational ability (Practice Material by course teacher)

MODULE III:

Public Speaking and Oral Presentation (from Developing Communication Skills by Krishna Mohan & Meera Banerji) Role Play (Practice Material by course teacher) Welcome Address – Vote of Thanks – Inaugural address – Speeches based on situations – Immortal speeches by various personalities (Models chosen by course teacher)

MODULE IV:

Correct English Usage Tests: Building Blocks – Spotting Errors – Sentence Improvement Vocabulary Tests: Building Blocks –

Test of Synonyms – Test of Antonyms – Test of Analogy (From Objective English by Edgar Thorpe &Showik Thorpe)

MODULE V:

English Proficiency Tests: One Word Substitutions – Idioms and Phrases – Idiomatic Use of Verbs – Cloze Tests (From Objective English by Edgar Thorpe &Showik Thorpe) Written Communication: Business Correspondence – Job Applications with Letters of introduction and Curriculum Vitae – Technical Proposals – Research Paper and Articles – Advertising and Job Description (from Developing Communication Skills by Krishna Mohan & Meera Banerji)

Text Books: -

Mohan, Krishna and Banerji, Meera. Developing Communication Skills. New Delhi, Trinity Press, 2015. - Mohan, Krishna and Banerji, Meera. Speaking English Effectively. New Delhi, Trinity Press, 2015. - Thorpe, Edgar and Thorpe, Shovik. Objective English. 6 th Ed. New Delhi: Pearson, 2016

Scout and Guide

This is an international programme to develop social-sensitivity and to make students

dutiful towards the nation & the world so that they may serve the humanity.

Objectives : To enable student-teachers to-

- Develop the characteristics of good citizenship.
- Develop world Peace.
- Develop two feeling of dignity of labour.
- Make students self-reliant
- Develop the physical, mental &spirtual powers.

Activities:

This can be achieved through organizing a scouting camp of 6-7 days to impart training in-

- First-aid against fracture, snake bite poision, electric current, etc.
- Using safety-measures against fire, chemicals, electrical equipments, etc.
- Using compass & maps.
- Using different types of knots
- Constructing a bridge, etc.
- Different types of physical exercise etc.

Art and Aesthetic

The need to integrate arts education in the formal schooling of our students is to retain our unique cultural identity in all its diversity and richness. The National curriculum Framework (2005) reminds us that the school curriculum must integrate various domains of knowledge with a deep relationship between head, heart &hand so that the curriculum encompasses all,& is not separated from the co-curricular or extra-curricular.

Objectives : To enable student-teachers to-

- Gain direct experiences
- Develop motor skill
- To nurture children's creativity and aesthetic sensibilities.
- Make students believe in the dignity of labour

Activities:

An artist or artisan may be invited to organize a workshop on Art & Aesthetics. The student-teachers may be asked to prepare at least 5-items of different categories:-

- Paper meshing
- Pot Decoration
- Wall hanging
- Paper cutting
- Flower making
- Candle Making
- Stitching
- Knitting
- Embroidery
- Soft toys making
- Paper framing
- Making of Puppets etc.

- Making of Rangoli
- Making of poster
- Weaving or printing of textiles