

Royal Educational Institute

ANNUAL REPORT



SESSION 2023-2024

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Royal Educational Institute

ACTIVITY REPORT

Session (2023-24)

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, academicians, software developers and managers etc. who are ready to face tough challenges in the competitive world and also prove to be good human beings in order to serve the society at large.

The College, affiliated to Chaudhary Charan Singh University, Meerut adopts three fold approach including academic enrichment, co-academic activities, sports and extension services.

3- FOLD APPROACH: -

- Academics
- Co-Academics Extension Services (Scout and Guide Camp)
- Sports

The institution offers education in 08 Undergraduate Courses. Along with curricular activities, Co-curricular, cultural and sports activities are meticulously planned to enhance the effectiveness of formal curriculum, impart additional skill, inculcate moral and civil values and sensitize the youth towards social and environmental issues. Students participate in various sports competitions held at C.C.S. University level. The college organizes annual sports meet in which the promising sports students of the college are honoured. Extension services are being provided in the form of Scout and Guide Camp.

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

ABOUT DEPARTMENT

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 12th 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 recognised board 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

ADD ON COURSE

List of value added courses

1. Computer Proficiency
2. Reading and Reflecting
3. Understanding of ICT
4. Scout and Guide
5. Art and Aesthetic
6. Language Proficiency
7. Competition class CTET
8. Yoga Meditation
9. Sanskrit

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 Business, 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.

Reading and Reflecting

This course will serve as a foundation to enable student-teachers to read and respond to

a variety of texts in different ways depending on the purposes of reading, like-personal or creative or critical or all of these.

Objectives : To enable student-teachers to-

- Develop study – habits
- Develop skill of reading & writing
- Develop skill of summarization
- Develop skill of note-taking.

Activities:

Student-teachers are expected to sit in the library regularly and to review at least 10-books of different categories in about 500 word each. These may be as follows –

- Review of text books related to core courses
- Review of reference Book related to core courses
- Review of Text Books related to Pedagogy courses
- Review of Reference to Book related to Pedagogy courses.

Review of Policy Documents, Autobiography, Commission Reports, etc.

Review of studies about school, historical books and other educational miscellaneous books.

Understanding of ICT

Preparing teachers to use technology in a classroom is an important step of ICT enabled education in the country. This course will focus on moving beyond computer literacy and ICT aided learning, to help student-teachers interpret and adapt ICTs in the teaching-learning process.

Objectives : To enable student-teachers to-

- Have a basic familiarity with computers
- Understand & appreciate ICT as an effective learning tool for learners
- Understand ICT as an enormous functional support to teachers.

Activities :

A workshop on ICT for 10-15 days may be organized or a provision of one period/week

may be made daily in the time-table to learn and to practice in computer labs.

Student-teacher are expected to learn the following:

- Use of radio and audio media in script writing, story-telling, etc.
- Use of TV & video in education
- Use of news paper in education
- Functional knowledge of operating computers- word processing, power point, excel, etc.
- Effective browsing of the internet for selecting relevant information.

- Competencies in developing software
- Developing PPT slide show for classroom use
- Use of available software or CDs with LCD projection for subject learning interactions
- Generating demonstrations using computer software.

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 poison, 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

ACADEMIC AND CULTURAL ACTIVITIES

BA, B.COM, B.B.A., B.C.A. Session (2023-2024)

Orientation Programme

Royal Educational Institute organized an Orientation Programme for B.A., B.Com., B.Ed., BBA & BCA First year students (Session 2023-2024) on 21st August 2023, Monday in Theatre Hall. The programme started at 11:00 A.M. with the Tilak ceremony of the freshers, after this Dr. Malti Garg anchored the whole programme. First of all, lamp lightening was done by Mr. Vijay Agarwal, Dr. Kavita Agarwal, Dr. Manish Porwal (Principal REI) and Dr. Tina Garg (Principal, Law) . A devotional song for Maa Saraswati, Goddess of wisdom and knowledge was sung by Anshika and Anamika, students of B.Ed. (IInd year).

Dr. Malti Garg welcomed the students and explained the meaning of orientation. An introduction speech was given by Dr. Manish Porwal (Principal REI). 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 Dr. Aarti Sharma. She advised the students to maintain discipline in the college and wished them good luck for their prosperous future.

Dr. Manish Porwal, Principal 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. Teena Garg, Principal of Royal Law College, also gave an inspirational speech in which he stressed on Hard work, Patience and self-confidence to succeed in every walk of life. 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.

“INDEPENDENCE DAY”

Independence day of India was celebrated in Royal Educational Institute on 15th August 2023, at Tuesday . This year in 2023, India celebrated its 77th 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 “Dil Diya hai Jaan Bhi Denge Ae Watan Tere Liye” filled every one with pure patriotism. Some students gave an impressive and powerful speech.

At the end, the Principal gave 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 2023.





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. There were handwritten notes and videos where students express gratitude towards their Teachers.

ESSAY COMPETITION

An intra-college essay competition was organized on 25/01/2025 in seminar hall, REI.



Topic of the essay competition was “Climate Change- A Call for Nation”. 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.

MEHENDI COMPETITION

To motivate and to nurture the talent of students and to have lots of fun and enjoyment apart from the studies. On the Occasion of Hariyali Teej, a Mehndi competition was organized on 19 August 2023 in the REI premises and students of BA, B.COM, BBA and BCA participated in the events with a lot of joy and excitement.



SLOGAN WRITING COMPETITION

Royal Educational Institute organized a SLOGAN competition on 25 /11/ 23 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.

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.

PLANTATION PROGRAMME

Our college launched an extensive Plantation Programme on 05/02/ 2024 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.



YOGA CAMP

Date	01 April 2024 to 15 April 2024
Time	9:00am Onwards
Venue	College hall
Yoga Instructor	Ms VEENA

No. of Student attended the Programme	75
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 01/04/24 – 15/04/24 A yoga camp “Yoga for Wellness” was organized in the campus of REI . All the students and faculty members were assembled in college hall.

DIWALI MELA

Diwali Celebration - A Food fiesta ”activity was organized in the campus of Royal Educational Institute on 19 nov. 2024,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 meal without fire & games and

arrange their stall themselves. They develop all marketing strategies to earn profit. Principal Dr Manish Porwal was also present at the moment and this gave an emotional and recreational touch. Activity of Food Fiesta started at 11.00 am with full energy and excitement. Principal Sir along with all faculty members arrived at food Fiesta. 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 3rd and 4th January 2024 at college ground. It was a day filled with fervour and exhilaration, amidst thrills and cheers. Dr. 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.



Poetry Recitation 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 14 sep 2023 On the occasion of Hindi Diwas 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 “Hindi ka mann” and recited them with great zeal and enthusiasm.



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 2023. 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 November 2023. The Theme was “Unity and Diversity” .

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 November 2023 from

11:30 a.m to 3:30 p.m in the REI Theatre Hall. 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 30 November 2023 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 Dr. Kavita Agrawal from REI The rubrics for judgment were: Originality, Clarity of expression, Uniqueness, Close to the Theme.

COOKING COMPETITION

Under the banner of REI, a Fireless Cooking Competition was organized for all students on 26th March 2024. 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 mouth freshner 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. Aarti Sharma

and Dr. 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. Veena Singh.

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