

Programme Reports to IQAC
Alphonsa College Thiruvambady

Preliminary Details

Hosting Agency : Speakers Forum
 (Office/Dept/Club/Forum)
 Name of the Programme : Message
 Reach of (Regional/Nat/International) : Regional
 Date/(s) of Actual Event : 15-08-2020
 Details of Sponsorship (if any) :
 References (Page No. of Minutes, Planner) :

Pre-Event (Details of Planning, Approval and Notice)

Planning Details (as per the minutes) :
 Approval Details (as per the minutes) :
 Details of Invitation(Notice/Brochure..) :
 Reminders(Sp.Meetings/Short Notices...) :

Actual Event

R. Person/Chief Guest(with Credentials) :
 Names of other Dignitaries :
 Presided over by :
 Inaugurated by :
 Felicitated by :
 Welcome Speech by :
 Vote of Thanks by :
 Number of Participants :
 Won by :
 Certificates/Prizes awarded by :

Short narration about the Event: Mr. George, 2nd year B.A English literature student has profoundly given a message on account of Independence Day in a recorded manner using the Google platform. It was really appreciable; the oratory club took initiative to promote the video in the group of B.A English ACT 19. The message was really awesome and relevant to the time. Truly speaking it will be an inspiration to all the students to take part in such initiatives.

Post-Event (Evaluation, Closing the account, Public audit)

Evaluation Meeting Date :
 Short evaluation about the Event:

Publicity Details (Website/Newspaper...) :
 Financial Details (against the budget) :

Attachments Required (Please tic the entries once the attachments are made)

Notices/Brochures
 Reminders
 Programme List
 Attendance Sheet (duly signed)
 Name & Sign of the Coordinator : Signed
 Name & Sign of the Student Rep. : Signed
 Date of Submission to IQAC : 18/08/2020
