

Programme Reports to IQAC

Alphonsa College Thiruvambady

Preliminary Details

Hosting Agency : Psychology Department
 (Office/Dept/Club/Forum)
 Name of the Programme : Environment Day observation
 Reach of (Regional/Nat/International) : Regional
 Date/(s) of Actual Event : June 5 - 2022
 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 :

A short video on nature Psychology (Environment
 psychology shared through different social media platform
 Video emphasizes the importance of nature in

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 tick the entries once the attachments are made)

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

Photos of the Programme
 ✓ Audio/Video Recordings
 Copy of Certificates
 Paper Cuttings (Publicity)
 ✓ Video link (Instagram)