

Programme Reports to IQAC
Alphonsa College Thiruvambady

Preliminary Details

Hosting Agency (Office/Dept/Club/Forum) : College Union
 Name of the Programme : Jingle Bells 2020
 Reach of (Regional/Nat/International) : Regional
 Date/(s) of Actual Event : 12/12/2020 and 13/12/2020
 Details of Sponsorship (if any) : College Union

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..) : 8/12/2020 (Brochure)
 Reminders(Sp.Meetings/Short Notices...) : In Whatsapp Groups

Actual Event

R. Person/Chief Guest(with Credentials) : Msgr. John Oravunkara
 (Vicar General, Diocese of Thamarassery)
 Names of other Dignitaries :
 Presided over by : Fr. Scaria Mangarayil (College Manager)
 Inaugurated by : Msgr. John Oravunkara
 Felicitated by : Dr. Chacko K. V & Fr. Shenish Augustine
 Welcome Speech by : Mr. Bernad Jose (Asst. Prof., Dept. of English)
 Vote of Thanks by : Ms. Ajeena Joseph (Asst. Prof., Dept. of Psychology)
 Number of Participants : 300
 Won by :
 Certificates/Prizes awarded by :

Short narration about the Event: Jingle Bells 2020 - Christmas Celebration was conducted online over Youtube and Google Meet. Different events such as Carol song Competition, Photography, Quiz etc were conducted. And the results were published by the end of the day.

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	✓ Photos of the Programme
Reminders	✓ Audio/Video Recordings
Programme List	Copy of Certificates
Attendance Sheet (duly signed)	Paper Cuttings (Publicity)
Name & Sign of the Coordinator	: Signed
Name & Sign of the Student Rep.	: Signed
Date of Submission to IQAC	: