

ANNAI VELANKANNI COLLEGE, THOLAYAVATTAM
(Accredited with B++ by UGC Under section 2(f) & 12(B) status)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Organized By	-	Internal Quality Assurance Cell
Title	-	Current Education Policies and Challenging Scenario
Resource Person	-	Session I: How the teacher's can cope with stress Dr. S. Mary Helen, Associate Professor, Department of Chemistry. Session II: Dealing with the teenagers Dr. D. Joen Joselin, Associate Professor, Department of English.
Venue	-	A.1.4
Time	-	Session I: 10.30 a.m to 12.30 p.m. Session II: 1.30 p.m. to 3.30 p.m
Date	-	03.08.2019
Participants	-	Teaching Staff
No of Participants	-	17

IQAC Orientation Programme

Aim

The main objectives of the program are to make understand the newly recruited teaching staff about current educational system and guiding digital world students.

Report


Dr. J.M. Sasi Premila, IQAC Co-ordinator, started the Programme with the welcome address followed by the felicitation of Principal Dr. J. Johnson. Morning session was handed over to Dr. S. Mary Helen, Associate Professor cum Head, Department of Chemistry.

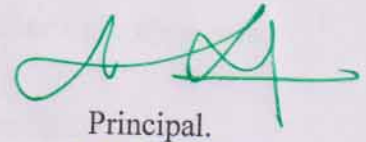
In the first session, Dr. S. Mary Helen focused on how the teacher's can cope with stress. She quoted a book named "Understanding Digital Kids" written by Ian Juke and Anita Dosaj. She also mentioned HOTS (Higher Orders of Thinking) and 4 CS (Critical thinking, Communication, Collaboration and Creativity) in her speech.

The second session leaded by Dr. D. Joen Joselin, Associate Professor cum Head, Department of English. she covered the topic Dealing with the teenagers, She motivated the staff members that they should be a good listener, learner and be a guide.

Both the two sessions are very interesting and useful to all the newly recruited staff.

Finally the session came to an end with a vote of thanks by Dr. T. Vijayakumar


Co-Ordinator


Principal.

PRINCIPAL
ANNAI VELANKANNI COLLEGE
THOLAYAVATTAM - 629 157
KANYAKUMARI DISTRICT

Annai Velankanni College Tholayavattam
Internal Quality Assurance Cell
Report on Healthy Communications is the route of good relations in our job

Organised by	:	Internal Quality Assurance cell
Resource Person	:	Rev. Dr. E. John Kulandai
Venue	:	M.Sc Computer Science Lab
Date & Time	:	28.11.2019 - 11.00 a.m
No. of participants	:	21

The Programme started with a welcome address by the IQAC Convenor Dr. J.M. Sasi Premila, followed by the orientation was given to the non-teaching staff members by our lovable correspondent Rev. Fr. Dr. E. John Kulandai.

Orientation Message:

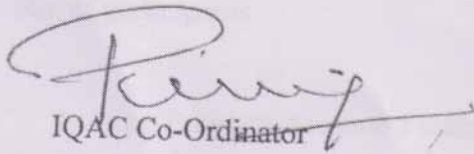
Communication is the key to maintain good relationships at work. You must improve communication in your relationships with co-workers, family and friends. A healthy employee relationship ensures a positive environment at work and also helps the employees to achieve their targets at a much faster rate. People are more focussed, can concentrate better in their assignments and hence the output increases. Employees should not engage in constant fights, but they should be eager to help each other and do not take work as a burden. They should enjoy each and every moment at work and do not take leaves often.

Communication is not only important in our daily lives but also plays a crucial role at workplace. It is one of the most important factors which either improves or spoils the relationship among employees. The following factors help to communicate better in work place.

- The communication has to be transparent and precise for a warm relationship among employees.
- The employees must be very clear about what is being expected from them.
- Don't change statements quite often.
- Think twice before you speak. Avoid using foul words against anyone at the workplace as it spoils the ambience of the office and leads to several disputes among individuals.

- Important information should be passed on in the presence of each and every employee for better clarity.
- Depend more on written modes of communication as they are more reliable as compared to verbal communication.

The Programme ended with a vote of thanks by Criterion VI Leader D. Anto Pravin Singh. The programme was much useful and interesting to the participants and their feedback was highly positive.



IQAC Co-Ordinator

Dr. J. M. Sasi Premila



Principal

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

REPORT ON THE ORIENTATION PROGRAMME ON “STRESS MANAGEMENT”

Organized By	-	Internal Quality Assurance Cell
Resource Person	-	: Mr. A. Mariadhas, President Annai Velankanni College Dministrative Board
Venue	-	Fr. Lucas Auditorium.
Time	-	10.30 p.m
Date	-	04.12.2019
Participants	-	Teaching Staff
No of Participants	-	73

Aim

As a part of Faculty Development Activity of the Internal Quality Assurance Cell of Annai Velankanni College, an Orientation Programme on ‘Stress Management’ was organized on 4th December 2019 for all the teaching staff members of the College. Stress is a fact of life that cannot be avoided in workplace. But the harmful effects of stress such as depression and hypertension can be minimised by using the methods of stress management. Knowing the need for learning stress management techniques, this programme was arranged by the IQAC

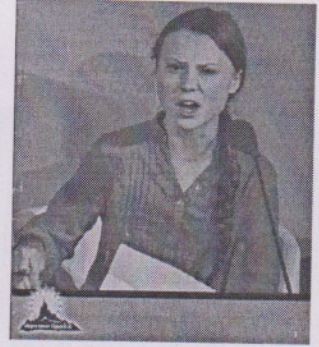
Inauguration

All the staff members gathered in the auditorium at 10.30 p.m. After the arrival of the Resource Person and the dignitaries, the programme was started with an invocation song sung by the gathering. The Principal of AVC Dr. J. Johnson gave a brief welcome to the dignitaries and the gathering. He also gave an introduction to the programme.

Opening Message

The Resource Person started the presentation with a general who is internationally concept, in order to attract the attention of the audience. He shared known for challenging the ideas of Greta Thunberg, a Swedish environmental activist world leaders to take

immediate action against climate change. He explained the achievements of the young activist and made the participants to get involved.



Stress Management

Then the Resource Person started talking on the concept "Stress Management". The entire presentation consisted of three sub topics.

Stress –Meaning

Depression – an effect of Stress

Simple ways to overcome depression

The meaning of stress was explained to the participants. An interaction was made to know the situations in which people experience stress.

Then the resource person stated and explained the four life positions of people.

- * I am OK. You are OK.
- * I am OK. You are not OK.
- * I am not OK. You are OK.
- * I am not OK. You are not OK.

These life positions were explained in relation with the real life examples. A discussion was made on which life position is the best to be followed.

How to overcome Depression

The main objective of the programme was to give ideas to the participants to overcome depression which is an ill effect of stress. The resource person gave the following key points to overcome depression.

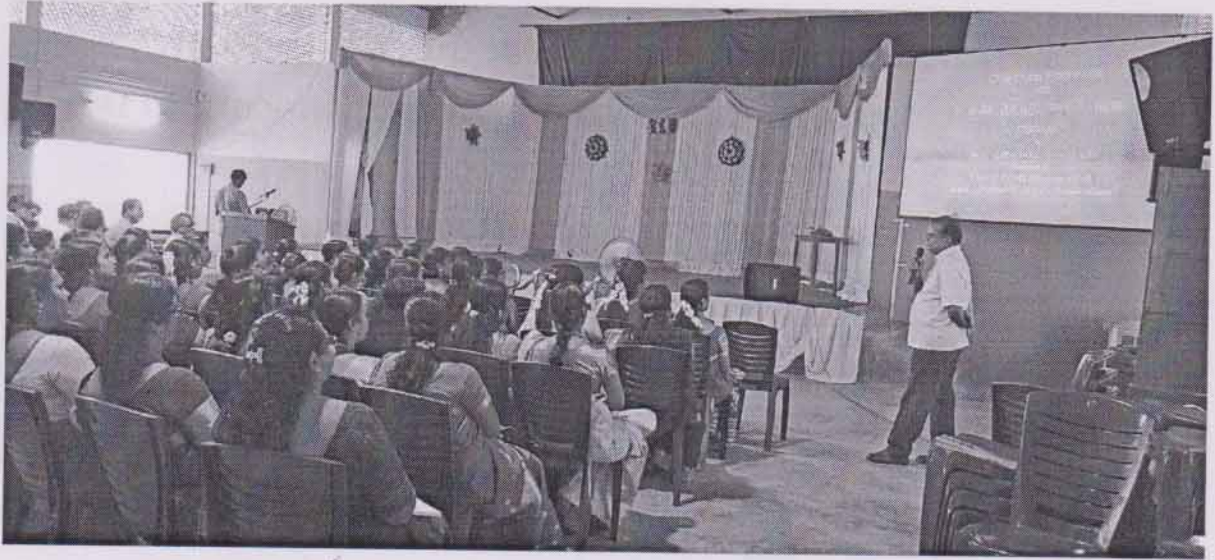
Identifying the complicated situation and getting ready to face it.

Planning what is to be done

Avoiding the negative things and people

Choice of good deeds

In continuation with the above points, the resource person added some tips to be followed to improve the mental and physical health.



Resource Person Mr. A. MariaDhas

Oral Feedback

A few staff members gave the oral feedback. The essence of the oral feedback is given in three points.

The topic chosen is the most required one for the participants

Since the resource person was one among them, there was no communication gap.

The resource person created a rapport through interaction.

Vote of thanks

The IQAC Convener Dr. J.M. Sasi Premila said the words of gratitude to the resource person, dignitaries and the participants. The programme ended at 4.30 p.m.

IQAC Co-Ordinator

(Dr. J. M. Sasi Premila)

Principal

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INTERNAL QUALITY ASSURANCE CELL (IQAC)
**REPORT ON THE ORIENTATION PROGRAMME ON “SOCIAL MEDIA AND
HIGHER EDUCATION”**

Organized By	-	Internal Quality Assurance Cell
Resource Person	-	: Dr. J. Johnson Principal, Annai Velankanni College, Tholayavattam
Venue	-	Fr. Lucas Auditorium.
Time	-	02.00 p.m.
Date	-	11.02.2020
Participants	-	Teaching Staff
No of Participants	-	73

Report

The Internal Quality Assurance Cell of Annai Velankanni College has been conducting a variety of programmes for faculty development. One such programme was Orientation on ‘Social Media and Higher Education’ held on 11th February 2020, to all the teaching staff of the College. In recent years social media has penetrated almost all types of organizations. Higher education field is not an exception too. Through various social media platforms, teachers can connect with students and incorporate social media into their lessons, making them more interesting, relatable and engaging. So it is necessary for the teachers to learn and incorporate social media teaching in the teaching – learning process. To enhance the teaching – learning process, the IQAC decide to conduct an orientation on ‘Social Media and Higher Education’.

Inauguration

All the members of the faculty gathered in the auditorium at 2.00 p.m. the programme started with a prayer song. The Vice Principal of AVC Dr. S.R. Brindha welcomed the Resource

Person and the gathering. She introduced the topic and said the purpose of the programme. Then the session was handed over to the Resource Person Dr. J. Johnson (Principal, AVC).

Presentation of the Content

Then the Resource Person greeted the audience and explained the need for the topic taken for learning. He started with the advantages of social media as oral and written literature. Especially in the case of social media, time is not a constraint to read the message and give reply and comments.

Social Media and Higher Education

The whole presentation covered the following points.

- Positives of Social Media
- Education and Social Media
- Social Media Platforms
- Impact of Social Media on the Education field

At first the positives of social media were pointed out. Then the areas in which social media can be used were explained. To make it very clear to the audience, some social media platforms were mentioned and they were explained in terms of their accessibility, reliability and usage. The resource person specifically explained how the study materials can be transacted between teachers and students.

As the second part of the presentation, the impact of social media on education was explained. The points highlighted were: High Quality students' recruitment, Forever Alumni Relationship and Research Development. All these points were taught in relevance to the real functioning of the College. The suitability of the methods to the ambience of the college was kept in consideration throughout the presentation.

Challenges and the strategies to overcome

Then the resource person pointed out the challenges faced when social media concept is applied in education. If there are more ill effect in a technology adapted, it will give worse results. So the challenges in using social media in education must be known in order to overcome them. Some methods such as community manager and proper reporting tools were stated and explained in order to establish a secured teaching – learning process through social media. The resource person concluded with the wishes to the staff for the successful implementation of the learnt concept in their teaching.

Oral Feedback

Three members of the participants gave the oral feedback on the presentation. The points mentioned in the oral feedback are shortened and given below.

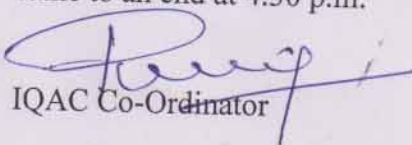
The Resource Person has chosen the right topic at the right time.

The programme covered the required information.

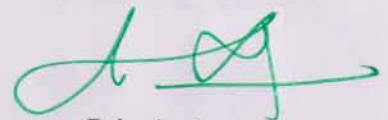
Since the topic was too vast to be finished in the given time. So the participants did not gettime for interaction and clarification.

Vote of thanks

The IQAC Convener Dr. J.M. Sasi Premila delivered the vote of thanks. The programme came to an end at 4.30 p.m.


IQAC Co-Ordinator

Dr. J. M. Sasi Premila



Principal.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Report on Orientation Programme “How to Work with Joyness”

Organized By	-	Internal Quality Assurance Cell
Resource Person	-	Rev. Fr. Stephan, Assistant Professor, Anugraha College, Dindugal.
Venue	-	C.2.3
Time	-	11.00 p.m
Date	-	12.02.2020
Participants	-	Non-Teaching Staff
No of Participants	-	21

On behalf of IQAC an Orientation Programme was organised for the non-teaching staff members. The programme started with the welcome address by Dr. D.Anto Pravin Singh, Criterion VI Leader, followed by the felicitation of our Principal Dr. J. Johnson and then the session was handed to the resource person Rev.Fr. Stephan

The resource person gave an energetic performance about the topic in a unique style with a package of activities and exercise. The programme was really resourceful, useful and valuable for the staff members to keep themselves happy in life and work place. The programme covers the following objectives.



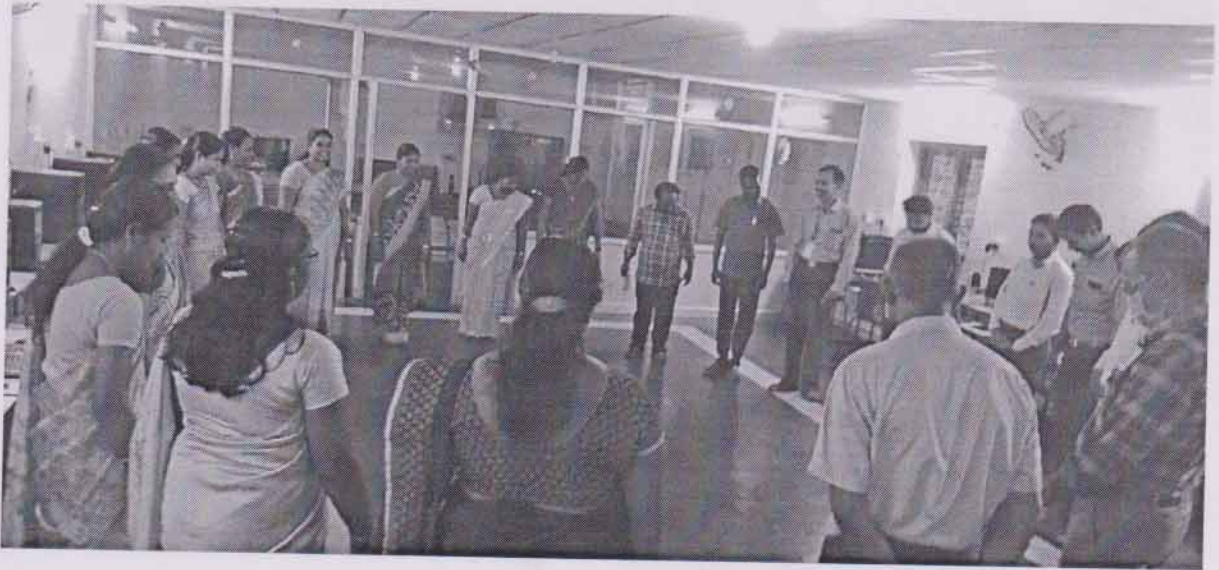
Dr. D. Anto Pravin Singh Welcoming the Gathering

Goal Setting:

A very essential factor in your personal and professional life is goal setting. Goals are objectives, aims, and targets in order to achieve what you want to achieve. Goal setting is a process of reaching such goals, usually in a futuristic action plan in order to shape your ideal future and transform that vision into a reality.

The process of goal setting in your life helps you decide on how to live your life, where you want to be, and how you want to be in the near future. One factor to consider in goal setting is the timeframe of the goals. There are goals that may be achieved only on a short-term basis; there are those that require long-term period. Short-term goals are suitable for plans that do not create a huge impact on your life while long-term goals are intended for future involving career, family and relationships with people, and way of living.

Making a round activity was given to them to show their performance and finally from their performance the resource person explained the positives and negatives.



Activity –1 making a round

Barrier in Work Environment:

Some individual categories were found that indirectly relate to the work environment impediments for creativity. Results show that the main barriers were fear of risk taking, physical work environment, time pressure, autonomy or freedom, and organizational impediments in form of control and internal strife

Group discussion was carried out, the staff members were divided into six groups, a task given to each group to show their performance and finally from their performance the resource person explained the strengths and weakness.

Maintaining relationship in the campus - personal and professional:

How good are the relationships that you have with your colleagues?

According to the Gallup organization, people who have a best friend at work are seven times more likely to be engaged in their jobs. But it doesn't have to be a "BFF." Gallup found that people who simply have a good friend in the workplace are more likely to be happy. What's more, good work relationships are linked to better customer engagement and increased profit.

Group dynamic activity was given to the staff and finally from their performance the resource person shared his thoughts and experience.



Activity 2- Group dynamic Activity

Stress Management:

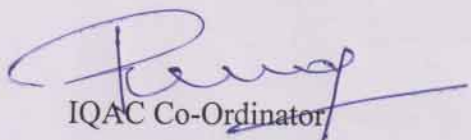
Stress management is a wide spectrum of techniques and psychotherapies aimed at controlling a person's level of stress, especially chronic stress, usually for the purpose of and for the motive of improving everyday functioning.

A stress reduce exercise training was given to the staff members to reduce their stress from job and life.




Activity 3- Stress reduce exercise

After the programme the leader of the group gave their fruitful oral feedback. IQAC Co-Ordinator Dr. J.M. Sasi Premila consolidated the feedback and activities. Finally IQAC Asst.Co-Ordinator Dr. T. Vijaya Kumar thanked the gathering


IQAC Co-Ordinator

Dr. J. M. Sasi Premila


Principal.
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ANNAI VELANKANNI COLLEGE
THOLAYAVATTAM - 628 157
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 Tholayavattam-629 157

Internal Quality Assurance Cell Organizes
 Orientation Programme to Non-Teaching Staff on "How to work with Joyness"
 (20-1-2021)

Feedback Form

How would you rate this programme in the items of the following?

	Excellent (5)	Very Good(4)	Good (3)	Fair (2)	Poor (1)
The resource persons knowledge about the Title	✓				
All the content were stated clearly and met as per your expectation.	✓				
The resource person ability to communicate and delivery the content		✓			
The resource persons provided adequate time for questions and answered them satisfactorily	✓				
The programme enhanced my knowledge in Duty.	✓				
The information and examples were relevant to the topic	✓				
Opinion about the activity.		✓			
The programme was well organised		✓			

Your valuable suggestions (if any)

1. *Yearly arranged the program at one time.*
2. *The date is super because it is active based.*

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INTERNAL QUALITY ASSURANCE CELL
REPORT ON ORIENTATION PROGRAMME “MENTOR –MENTEE”

Organized By	-	Internal Quality Assurance Cell
Resource Person	-	Dr. S. Mary Helan, Associate professor cum Head, Department of Chemistry, Annai Velankanni College.
Venue	-	Fr. Lucas Auditorium.
Time	-	1.30 p.m.
Date	-	25.02. 2020
Participants	-	Teaching Staff
No of Participants	-	77

Aim

The main objective of this orientation programme is to strengthen a trusting relationship with accountability and responsibility from the mentor and mentee.

Report

On behalf of IQAC an Orientation Programme was organised for the teaching staff members. The programme started with the welcome address by Dr. J. M. Sasi Premila, IQAC Co-ordinator, followed by the felicitation of our Principal Dr. J. Johnson and then the session was handed to the resource person Dr. M. Mary Helen.

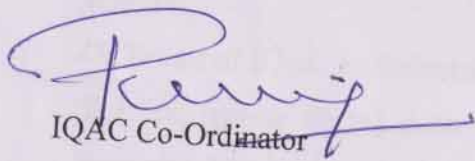
Resource person focused on

Help and support the Mentee in all ways, to make their dream come true. Mentor should always be a role model to their mentees. To identifies the strengths and weaknesses of the mentees by meeting them at regular intervals. To follow up the Mentees to accomplish their task. Giving constant encouragement to the mentees. Regularly maintain the academic record of the student and make them rank holder. Identify the talents of each individual and encourage him/ her to showcase the same. Groom the individual to be a responsible citizen.

The resource person gave an energetic talk about the topic. The programme was really resourceful, useful and valuable to strengthen the Mentor- Mentee system for the staff members in their respective departments. .

After the session over the staff clarified their doubts with the resource person and finally IQAC Asst. Co-Ordinator Dr. T. Vijayakumar thanked the gathering.




IQAC Co-Ordinator

Dr. J. M. Sasi Premila


Principal.
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THOLAYAVATTAM - 629 157
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ANNAI VELANKANNI COLLEGE, THOLAYAVATTAM
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INTERNAL QUALITY ASSURANCE CELL

**REPORT ON ONE DAY WORKSHOP ON EMERGING TRENDS IN
ACADEMIC PUBLICATIONS AND RESEARCH METHODOLOGY**

Organized By	-	Innovation Cell of Chemistry Department & Internal Quality Assurance Cell
Resource Person	-	Dr. T.Beena Mol, Librarian, UGC Mentor, Mar Ivanious College, Nalanchira, Trivandrum
Time	- /	1.30 p.m.
Date	-	29.02. 2020
Participants	-	Science Teaching Staff and Research Scholars
No of Participants	-	77

Aim

The main objective of the program is to create awareness and to make understand the research scholars and teaching staff about the importance of paper publication in the UGC care listed Journals; Scopus indexed Journals, Web of Science etc.

Report

One day workshop on Emerging trends in Academic Publications and Research Methodology was organized. The programme was started with a welcome address by Dr. S. Mary Helen, Head department of Chemistry, followed by the felicitation of our Principal Dr. J. Johnson and then the session was handed to the resource person Dr. T.Beena Mol, Librarian, UGC.

In her presentation she brought the importance of publishing articles in the Indexed Journals and also explained impact factor analysis. She also shared the information regarding the Latex and

Zotero Softwares. She analysed the Bibliography data formation. She demonstrated the Bibliography data formation by downloading the Analytical Chemistry subject related Research articles. She also floated the idea and style of writing research articles and about APA Publication Manual Edition, MLA hand books edition, Chicago style manual edition.



Dr. J. Eugin Shaj

INNOVATION CELL Member

Dept of Chemistry



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THOLAYAVATTAM-629157

This is to certify that

Dr./Mr./Ms. *G. A. SATHIRA... Ph.D. Scholar in Biotechnology... Arc... Tholayavattam*
has participated in the

ONE DAY WORKSHOP

on

EMERGING TRENDS IN ACADEMIC PUBLICATIONS AND RESEARCH METHODOLOGY

at

Annai Velankanni College, Tholayavattam

on 29th February 2020

Organized by

RESEARCH DEPARTMENT OF CHEMISTRY

&

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr. J. Johnson
Principal

Dr. J. Sasi Premila
IQAC Co-ordinator

Dr. S. Mary Helen
Organizing Secretary

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INTERNAL QUALITY ASSURANCE CELL (IQAC)
ONLINE FACULTY DEVELOPMENT PROGRAMME ON 'ONLINE COURSE
CONTENT DEVELOPMENT AND DELIVERY" - A BRIEF REPORT

24.06.2020 – 30.06.2020

ORGANISERS

Internal Quality Assurance Cell (IQAC)
Annai Velankanni College
(Accredited with B++ by NAAC
Recognised by UGC under Sec. 2(f) and 12(b) of
UGC Act 1956)
Tholayavattam – 629157, Kanyakumari District.

EdussX Education Trust
(Reg. No. 51/20)
7/138-1A, Cherry Nagar,
Reddiarpatti Post,
Tirunelveli – 627007.

RESOURCE PERSONS

Dr. X. SahayaShajan	-	Dean of Research, PSN Engineering College, Tirunelveli
Dr. T. Ajith Bosco Raj	-	Assistant Professor in Physics St. John's College, Plalayamkottai
Dr. K. Chandrasekar	-	Assistant Professor in Physics St. John's College, Plalayamkottai
Participants	-	College and School Teaching staff
No. of Participants	-	49

Objectives of the FDP

The Faculty Development Programme was organised such a way to give required information and timely instructions to the participants. The FDP was designed with utmost care to ensure easy accessibility and needed flexibility in order to attain the following objectives.

1. To develop an understanding among the teachers on the emerging trends in online teaching-learning process.
2. To acquaint teachers with the ideas of the virtual classrooms and the strategies to apply them in the institution.

3. To train the teachers to prepare customized teaching-learning materials suitable for online classes.
4. To enhance the teaching – learning process by applying new concepts, techniques and advanced technology.
5. To motivate the teachers to explore ways of getting and retaining the attention of the students in virtual classes.
6. To get expert support and opinion in developing and delivering high quality online course content.
7. To demonstrate and discuss how online class processes / activities should be organized to promote learning process.
8. To equip the teachers with the knowledge and skill to collect and develop materials for online classes.
9. To discuss the problems and issues relating to monitoring and evaluation methods in online classes.
10. To suggest ways for continuous professional development by conducting student development programmes.
11. To get the knowledge of preparing online forms for conducting online test and quizzes for the students.
12. To make the optimum use of the pandemic lockdown period for faculty development.

Report

This report is the description of a 7-Day Faculty Development Programme on ‘online Course Content Development and Delivery’ for College and School teachers. This programme was jointly organised by Internal Quality Assurance Cell of Annai Velankanni College, Tholayavattam and EdussX Education Trust, Tirunelveli. The theme selected for this FDP gets more significance at the time of this COVID -19 pandemic. Since the pandemic has disrupted the normal lifestyle of people across the globe, educational institutions have also adapted virtual platforms to conduct classes online. Efforts are being made by both government and non-government organizations to support the education system to make a smooth transition to the virtual world.

Preparatory Work

The IQAC team of AVC sent Google meet link along with the invitation, to the prospects as per the systematic plan. The prospects were notified and motivated formally and informally

by the members of IQAC to join the programme. As planned earlier they prepared the abstract of the presentation content in consultation with the Resource Persons.

Abstract

The FDP covered almost all aspects come under the selected topic. The detail of the themes covered during the programme is given below.

- * ICT Classrooms
- * Flipped Classroom
- * Online Teaching
- * Creating Educational Resources for Online Teaching
- * Types of Educational Resources for Online Teaching
- * Concept of Learning Management System (LMS)
- * Working with Learning Management System
- * Creating and Uploading Course Materials
- * Creating Online forms
- * Conducting Online quizzes and tests

Day 1: 24/06/2020

Inauguration and Introduction to FDP

Welcome Speech: Prior instruction had been given to the enrolled persons to be to join the meeting at 9.45 a.m. itself in order to avoid technical obstacles. As per the schedule, the inaugural session started at 10.00 a.m. The IQAC Coordinator Dr. J.M. Sasi Premila opened the session with a pleasant greeting. Then she gave a cheerful welcome to everyone present on the online platform.

Inaugural Address: The Principal of AVC Dr. J. Johnson inaugurated the programme. In his inaugural address he outlined the purpose of the programme. He also wished the participants to get the best out of the programme.

Introduction to the FDP: One of the Resource Persons Dr. X. Sahaya Shajan, Director (Research & Academics), PSNCET, TVL introduced the programme to the participants. He gave a brief speech on the topics to be covered in the programme.

Vote of Thanks: The Assistant Coordinator of IQAC Dr. T. Vijaya Kumar thanked all present online.

ICT classrooms, Flipped classrooms and Online teaching

Three lecture videos of the above topic presented by Dr. X. SahayaShajan were uploaded for the participants to watch and learn.

Activity: Resource Person asked the participants to do the activities based on the lecture videos.

Day 2: 25/06/2020

Creating Educational Resources for Online Teaching

Five video files covering the above topic were added and made accessible for the participants. Topics covered was creating power point video, Open Broad caster, Open shot video editor, The lecture was given by Dr. X. Sahaya Shajan and Dr. T. Ajith Bosco Raj.

Activity: Resource Person asked the participants to do the activities based on the lecture videos.

Day 3: 26/06/2020

Learning Management System (LMS)

Five videos which covered the concept of Learning Management System were uploaded so that the participants can access to them at their convenient time.

Activity: Resource Person asked the participants to do the activities based on the lecture videos.

Day 4: 27/06/2020

Creating/uploading course materials, conduct of online quizzes/tests

The core concept of the FDP, Creating and Uploading course content was presented by Dr. K. Chandrasekar in three videos.

Activity: Resource Person asked the participants to do the activities based on the lecture videos.

Day 5: 28/06/2020

Interactive Session

As planned earlier the participants were given an open opportunity to interact with the Resource Persons and clarify their doubts on the learnt concept. All the three Resource Persons were present to assist the participants with their expertise. A few queries were raised by the participants and were cleared by the resource persons.

Day 6: 29/06/2020 & Day 7: 30/06/2020

The Participants are asked to create a course in the moodle platform and to upload the course materials, online quiz, examination etc. as a activity on Day 6 and 7

Concluding Session and Feedback

The concluding session was planned to take place at 4.00 a.m. In this session, the participants were asked to give their feedback on the course. They were again given a chance to raise their queries regarding the programme.

A few participants gave their feedback. The IQAC Coordinator Dr. J.M. Sasi Premila concluded the session with the words of wishes and gratitude.

Feedback Analysis

The participants gave online feedback about the programme in a google form.

Whether any FDP of this type was attended by you earlier?	Yes 12 33%	No 24 67%			
Innovative Ideas given for teaching-learning process in this FDP are useful	Strongly disagree 0	Disagree 0	Neutral 0	Agree 18 50%	Strongly agree 18 50%
The lectures and interactions are	Excellent 25 69.40%	Very good 8 22.20%	Good 3 8.30%	Fair 0	Poor 0
Do you think the FDP will make an impact in your teaching process?	Yes 34 94.40%	No 0	Maybe 2 5.60%	Not at all 0	
Will you recommend this type of FDPs to your fellow colleagues/friends?	Yes 34 94.40%	No 0	Maybe 2 5.60%	Not at all 0	
Do you think these kind of FDP will be beneficial for the teachers?	Yes 35 97.20%	No 0	Maybe 1 2.80%	Not at all 0	
In overall, how will you rate this FDP?	1 (Poor) 0	2 0	3 0	4 11 30.50%	5 (Excellent) 25 69.50%
Please share your views, thoughts and opinion about this FDP.	Overall Lectures were interesting and useful resource person answer our questions very patiently. They accept our queries and answered immediately through whatsapp				

Extracts of the Oral Feedback

- * The FDP greatly expanded the understanding of online course content creation and gave a great understanding of how it can be used to conduct online classes.
- * The programme was very informative and useful for the teachers.
- * It enabled the teachers to enhance the teaching - learning process.
- * Excellent programme which helped to learn a great deal and inspired to learn more.

Consolidated online Feedback

- * Many of the participants have got the first time opportunity to attend such a programme.

- * Majority of the participants strongly agree with innovative ideas
- * Almost all the participants have said that the lectures and interaction were excellent
- * All of the participants are ready to recommend this programme to others
- * All have said that they would apply the concept learnt in teaching
- * 100% of the participants said that this programme is beneficial and the overall programme was excellent.
- * Overall points of the participants about the programme are: Excellent, Useful, Interesting, Activity Oriented, very well organization, Efficient and effective Presentation, Excellent Course Design, Very good Interaction and Clarification, Innovative and Informative.

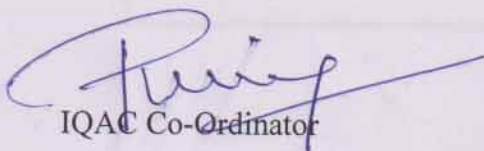
A few of the feedbacks were recorded below

*Nice and remarkable Initiatives for upgrading the teachers of higher education in the field of development of e -course content. The course is very much informative and will enable the teachers to scale greater height in the field of education- **Dr. Rodali Talukdar, Assistant Professor, B.H.College, Assam.***


*This programme is very useful for me. All the videos help me a lot for the creation of Moodle site and uploading notes and all. Thanks a lot.- **M.Jaya Brabha, Assistant Professor, Annai Velankanni College, Tholayavattam.***

*Very good and patient response for all our doubts n queries.. Modules were structured to suit our level of understanding. Very well organized. Congrats to the organisers and resource persons. **Dr.M.Margret Leema, Assistant Professor, Arignar Anna Colleg, Aralvoimozhi.***

*This FDP is an eye opener to the entire faculty who joined. The course content prepared is excellent, anyone can follow it. it is a golden opportunity to learn about video creating using ppt, video editing, creating course in moodle platform - **Delitta Kurian, Lecturer, BCM College Kottayam***


IQAC Co-Ordinator

Dr. J. M. Sasi Premila


Principal.
PRINCIPAL
ANNAI VELANKANNI COLLEGE
THOLAYAVATTAM
KANYAKUMARI DISTRICT

ANNAI VELANKANNI COLLEGE, THOLAYAVATTAM
(Accredited with B++ by UGC Under section 2(f) & 12(B) status)

INTERNAL QUALITY ASSURANCE CELL (IQAC)
ONLINE FACULTY DEVELOPMENT PROGRAMME ON NUANCES IN
RESEARCH WRITING – ESPECIALLY FOR BIOLOGISTS - A BRIEF
REPORT

Organized By	-	Internal Quality Assurance Cell, Annai Velankanni College, Tholayavattam. & St. John's College, Palayamkottai
Date	-	24.06.2020 – 27.06.2020
Participants	-	Teaching Staff
No of Participants	-	62

Aim

This course was aimed to inculcate knowledge and to concentrate on the various aspects of Advances in Research Writing and promotes quality publications among teachers and scholars who are teaching biology related subjects in colleges or Universities and doing research in the respective field.

Report

This four-day Faculty Development Program (FDP) on Nuances in Research writing – Especially for Biologists was conducted in collaboration with St. John's College, Palayamkottai and Annai Velankanni College, Tholayavattam was organised successfully with participation of different stakeholders from a variety of institutions from 24 – 27 June, 2020. The FDP addresses the various aspects of Advances in Research Writing and promotes college professors, PhD Scholars and Post graduate students to concentrate on quality publications.

This course was aimed for teachers who are teaching biology related subjects in colleges or Universities. There were about 75 number of participants registered for this programme from different Universities and Colleges of Tamilnadu and nearby states with one international participant from the Republic of Congo; out of them 62 candidates successfully completed the program with various grades. Participants were given a QR Code through which they could be directed to the program site www.icolloquium.com

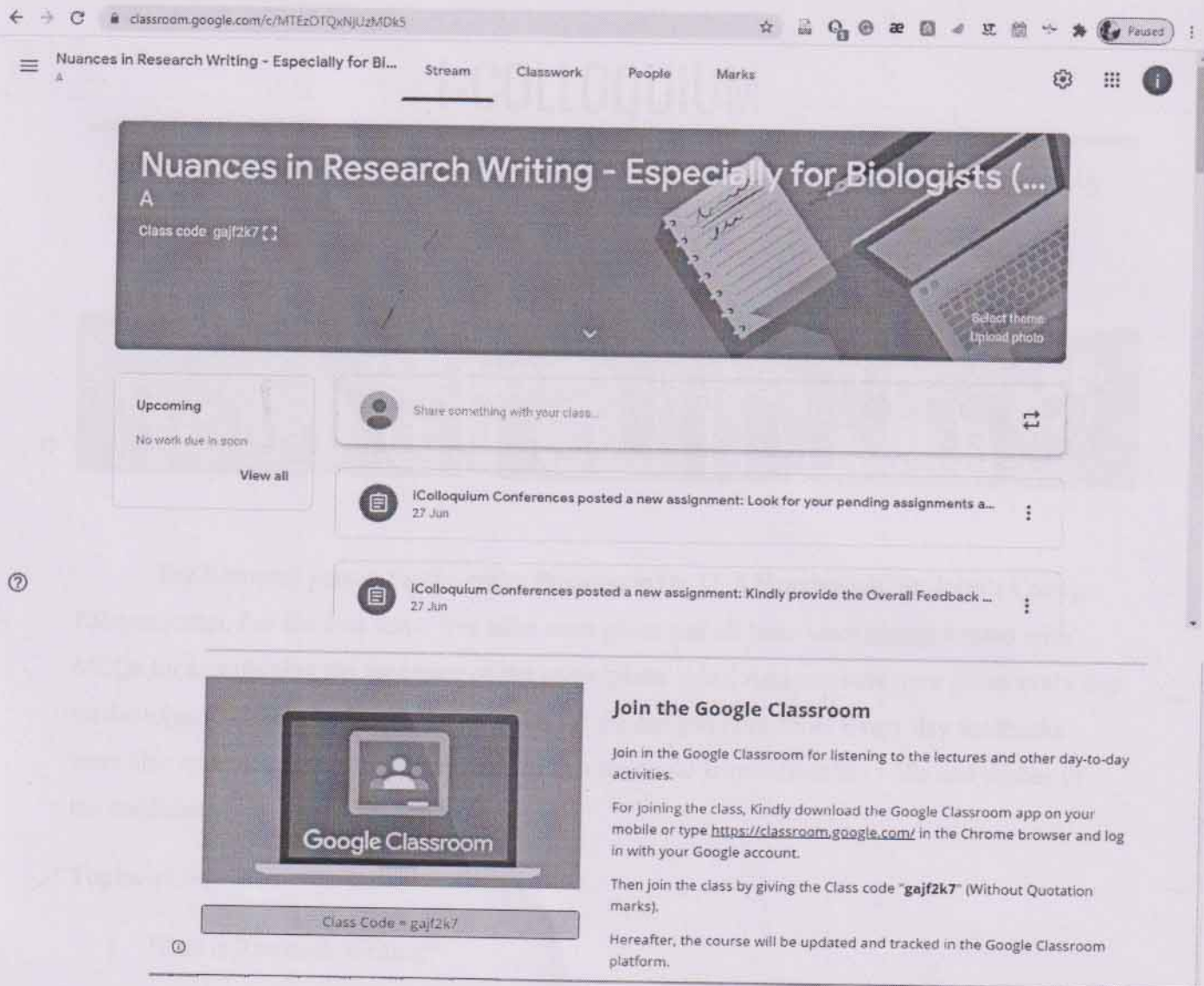


A screenshot of a web browser displaying the iColloquium website. The page features the Zoom logo and a large video camera icon. The main heading is "Join the Zoom App for Inauguration". Below this, the text reads: "St. John's College, Palayamkottai and Annai Velankanni College, Tholayavattam are inviting you to the Inauguration function for the Four Day Faculty Development Program on Nuances in Research Writing - Especially for Biologists (Level I)". The meeting details are listed as: "Time: Jun 24, 2020 11:00 AM India", "Join Zoom Meeting", "https://us04web.zoom.us/j/76629440302?pwd=ak0jdZyVUjQY2o1Qj9PNmdLSFRaUT09", "Meeting ID: 766 2944 0302", and "Password: 8xfa7W". At the bottom, there are two buttons: "Zoom Meeting - Announcement" and "Zoom Meeting - Direct Link". The browser's address bar shows "icolloquium.com/events/inauguration".

Inauguration:

The first day program started with inauguration in ZOOM platform. Dr. J. Johnson, Principal, AnnaiVelankanni College, Tholayavattam gave Presidential address, Dr. S. John Kennady, Principal, St. John's College, Palayamkottai gave the inaugural address. Dr. J. M. Sasi Premila, IQAC Coordinator, AnnaiVelankanni College, Tholayavattam welcomed the gathering. Dr. D. Abiya Chelliah, Asst. IQAC Coordinator, St. John's College, Palayamkottai presented the norms and regulations for the FDP program and thanked the gathering. The participants were

directed to www.icolloquium.com for taking the course. All four days program were archived in the platform with a repository for the candidate certificates. The program was also done on Google Classroom - Learning Management Service to maintain the participants.



The screenshot shows a Google Classroom interface. At the top, the browser address bar displays the URL `classroom.google.com/c/MTEzDTQxNjUzMDk5`. The page title is "Nuances in Research Writing - Especially for Biologists (...)" with a class code of `gajf2k7`. The navigation menu includes "Stream", "Classwork", "People", and "Marks".

The main content area features a header banner with the class title and code. Below this, there are several sections:

- Upcoming:** A section indicating "No work due in soon" with a "View all" link.
- Share something with your class...** A section for sharing content.
- Assignments:** Two assignments are listed, both dated "27 Jun":
 - "IColloquium Conferences posted a new assignment: Look for your pending assignments a..."
 - "IColloquium Conferences posted a new assignment: Kindly provide the Overall Feedback ..."

At the bottom of the page, there is a "Join the Google Classroom" section. It includes an image of a laptop displaying the Google Classroom logo and the class code `Class Code = gajf2k7`. The text in this section reads:

Join the Google Classroom

Join in the Google Classroom for listening to the lectures and other day-to-day activities.

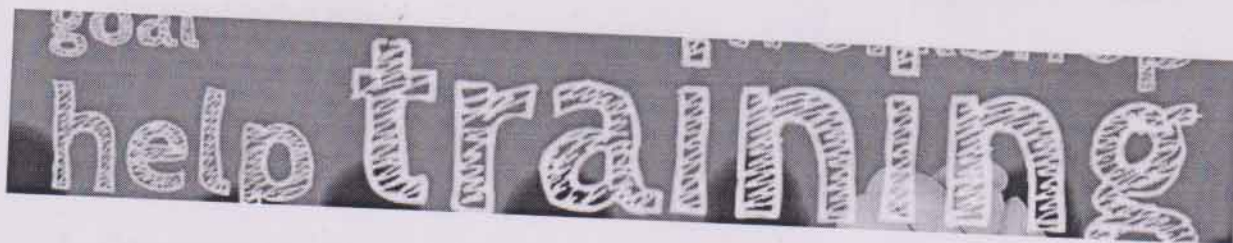
For joining the class, Kindly download the Google Classroom app on your mobile or type <https://classroom.google.com/> in the Chrome browser and log in with your Google account.

Then join the class by giving the Class code **"gajf2k7"** (Without Quotation marks).

Hereafter, the course will be updated and tracked in the Google Classroom platform.

I-COLLOQUIUM

A platform far more than a real conference, webinar and an online course. You can listen, study, organize, develop and launch colloquiums.



The Resource person for the entire Program is Dr. D. Abiyachelliah, St. John's College, Palayamkottai. For the four days, five talks were given and all talks were supplemented with MCQs for ascertaining the reception of the participants. Also, Assignments were given every day on the topic discussed and marks were given for the assignments done. Every day feedbacks were also collected from the participants, so that we could know about the wills and wishes of the candidates.

Topics of Day 1:

1. What is Research Writing?
2. Why do we need Research Writing?
3. How to do Research Writing?
4. How to form a Research Hypothesis?

The video lecture can be accessed from <https://www.icolloquium.com/events/day1> as well as from the Youtube <https://youtu.be/aZZXWTkscbQ>

Assignment topics:

1. Choose a topic of interest and write three paragraphs using research writing skills. It should not be like an essay
2. Write about your own experience and special reasons in three paragraphs that hinders your research writing progress
3. Identify a research article from the internet and mark the English errors in the introduction section using the menu Review and add comment option in the MS word
4. Simply download a research article and narrate Hypothesis to test research problems discussed in that article.

Topics of Day 2:

1. Components of a Research Article?
2. Mendeley for reference citation?
3. Choosing a Research Journal and Peer review process?
4. Authors Vs Reviewers perspective?

The video lecture can be accessed from <https://www.icolloquium.com/events/day2> as well as from the Youtube <https://youtu.be/zaE78LCGcnE>

Assignment topics:

1. Download five research articles, preferably go through the abstract and give your comments regarding its structure and satisfaction
2. Download 10 research articles and analyze the Titles. Engrave your valuable comments and suggestions in the perspective of our study.
3. Download Mendeley application and open an account. Also add add-ins to Google Chrome and Msword. Submit 10 different formats of reference

Topics of Day 3:

LECTURE - 1

1. Definition of Copyrights?
2. Background for Copyrights?
3. Science Commons and Creative Commons?
4. Author rights and Open access?

The video lecture can be accessed from <https://www.icolloquium.com/events/day3> as well as from the Youtube <https://youtu.be/hQcTMqvAEG0>

LECTURE - 2

1. What is Plagiarism?
2. Types of Plagiarism?
3. Understanding Plagiarism?
4. Rules and regulations against plagiarism?
5. How to avoid Plagiarism?

The video lecture can be accessed from <https://www.icolloquium.com/events/day3> as well as from the Youtube <https://youtu.be/rq2CbtIT0Lc>

Assignment topics:

1. Download five research articles from different publishers, preferably go through the Creative commons copyright agreement and give your comments regarding its use and module.
2. Download Copyright Agreement from at least five journals of different publishers and choose the best journal that provides author with maximum rights. Engrave your valuable comments and suggestions in the perspective of our study not extending more than one page.

3. Download an open access article and analyze it for plagiarism using one of the standard software discussed in the lecture.
4. Read any one of the sources shown in the video lectures and write a careful analogy of what you have expected and what is given.
5. Write in three paragraphs about the new copyrights, licenses, rules and regulations that you have learned from this lecture.

Topics of Day 4:

Editor's purview of a Research Article

1. Basics of a research article
2. Peer reviewers perspective of a research article
3. Retraction of Research Articles
4. Eight reasons why an article could be rejected

The video lecture can be accessed from <https://www.icolloquium.com/events/day4as> as well as from the Youtube <https://youtu.be/BYpibHIQG0A>

Assignment topics:

1. Download three research articles from different publishers, and mark them as they are not connected to the Aim and Scope of the Journal (You may find this in substantial journals)
2. Download an open access article and analyze it for Errors that we have notified in the lecture.
3. Read any one research article and listen to the video lecture for Day 4. Write a careful analogy of what you have expected and what is given.
4. Write in three paragraphs about the new prospects that you have learned from this lecture.

MCQs and Feedback for all days are found on the respective pages. Anyone can see the responses now as the program is archived.

Certificates:

Course completion certificates were given to 37 candidates who completed the course by doing all assignments and taking the tests. 27 members have received participation certificates as they were irregular in submission of assignments and MCQs but have recorded the feedback after listening to the lectures. The certificates were distributed in a built in repository whereby the candidates can download their certificates anytime even after few years of time. The password for the certificates is their email IDs as a semi- security measure to be maintained in order it is open in the site. The link to the certificate page is

<https://www.icolloquium.com/events/certificate>

FDP - CERTIFICATES

CERTIFICATE OF COMPLETION

Those who have finished the assignments, MCQs and Feedback could get Course Completion Certificate.

Certificate of Completion

Guidelines

1. Use the link and get into the Certificates Folder

Name ↑	Owner	Last modified	File size
Certificate of completion - Authira G.A...	me	7 Jul 2020	182 KB
Certificate of completion - D.C.Christo ...	me	7 Jul 2020	182 KB
Certificate of completion - Dr.R.MURA...	me	7 Jul 2020	182 KB
Certificate of completion - Mary Isabel...	me	7 Jul 2020	182 KB
Certificate of completion - Selvaanant...	me	7 Jul 2020	209 KB
Certificate of completion - Abisha D.pdf	me	7 Jul 2020	183 KB
Certificate of completion - Anandhi.A...	me	7 Jul 2020	182 KB
Certificate of completion - Anuja.pdf	me	7 Jul 2020	181 KB
Certificate of completion - Babini C.K...	me	7 Jul 2020	183 KB

Feedback:

Overall

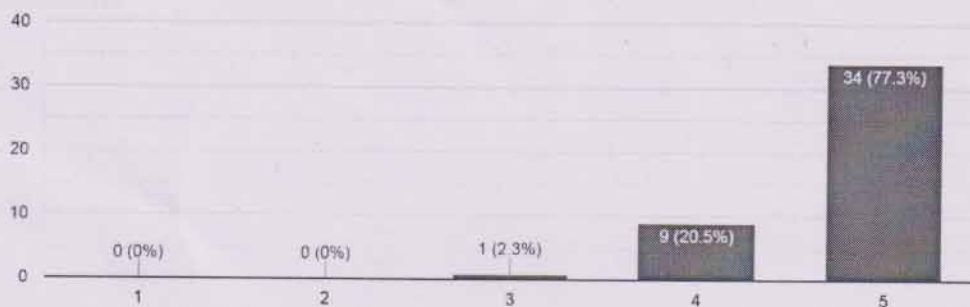
The participants were fascinated by the Faculty development program on Nuances in Research Writing – Especially for Biologists. All of them engraved valuable comments and praised the way it was conducted. Also, almost all were contented out of it. The following are the data which shows the success of the program.

Satisfaction

About 80% of the candidates were satisfied to the fullest possible level. The event was highly successful in this regard

How satisfied were you with the event?

44 responses

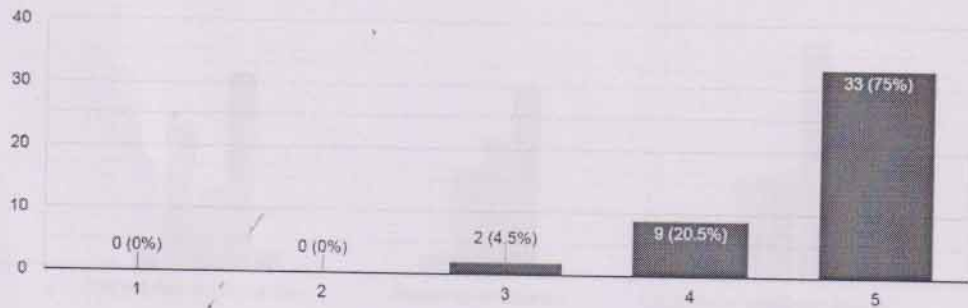


Relevance

Most of those who participated in this FDP program were staff members of various colleges. The program was relevant and it is a helpful work to their career and advancement in knowledge

How relevant and helpful are these programs for your job?

44 responses



Session Contents

According to the content of the subject matter taught, almost all are satisfied and they felt that it has *awakened their knowledge*. A few of the feedbacks were recorded below

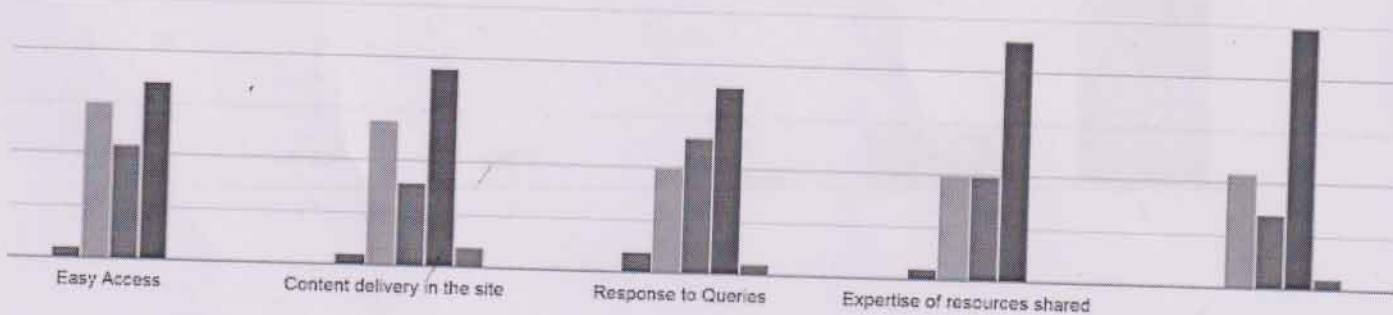
"I did get an insight into the latest trends in research publication and various softwares that would make our publication work easier"– **Dr. Sherrie Jesulyn David, WCC, Chennai**

"I understood the need to focus on research writing without plagiarism, how to check plagiarism, importance of language skills and how to improve it, how to select journals and publish etc. After attending this fdp, I'm confident that I can also be a good researcher. I will imply and share all the rules said by the resource person to my students and colleagues for our improvement in research writing process"– **Dr. S. Uma Devi, SACW, Nagercoil**

"Will follow the techniques, learned from the FDP and want to write more research articles in my field"– **Dr. O. Sivapriya, Govt. Arts and Science College, Coimbatore.**

"This event taught me that you have to be a creator of ideas rather than for research rather than being a copier, and to do a lot of reading" - Kambale Muhesi Eloge, Institut Supérieur d'Études Agronomiques, Vétérinaires et Forestières de Butembo, Democratic Republic of Congo.

How satisfied were you with the events?



Session Content and Delivery

Almost all admired the session content and the delivery of the subject matter taught. It was a real superb program for all the beginners to start their research writing. A few of their comments were enlisted below

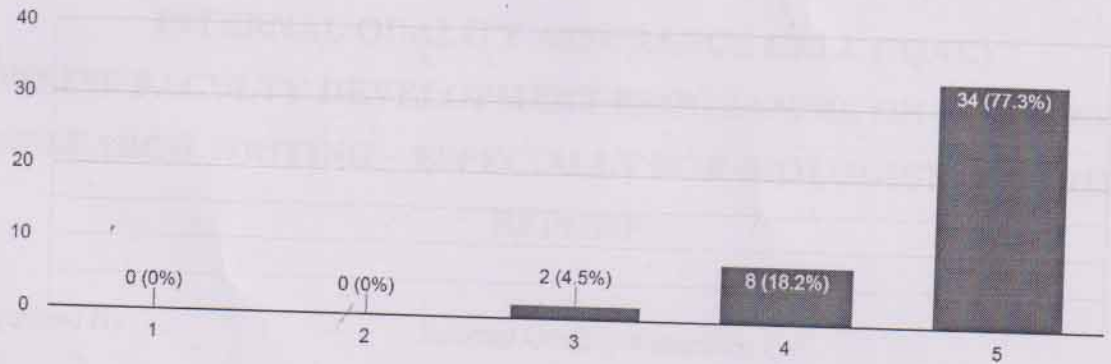
"Overall program schedule was excellent and explained in a very simple way" – Ms. Esther Watson, Bishop Cotton Women's College, Bangalore.

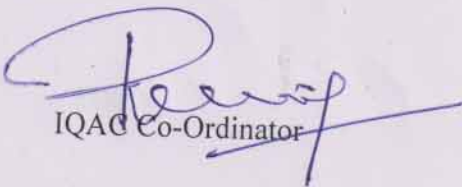
"The agenda has been interesting because often we make mistakes in the writing of articles. He built us of the way to present an article for publication" - Kambale Muhesi Eloge, Institut Supérieur d'Études Agronomiques, Vétérinaires et Forestières de Butembo, Democratic Republic of Congo.

"Excellent Organization of the program" -Dr. Murali, Govt. Arts College for Men, Nandanam


How satisfied were you with the session content?

44 responses




IQAC Co-Ordinator

Dr. J. M. Sasi Premila



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