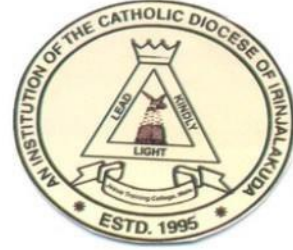


### **3.1.3**

#### **1. Institutional policy document detailing scheme of incentives**



# JESUS TRAINING COLLEGE, MALA

## Thrissur, Kerala

An ISO 9001: 2015 certified Institution

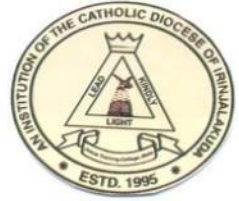
Affiliated to University of Calicut, Recognized by NCTE

# INSTITUTIONAL POLICY

LAST AMENDED DATE: 13 MAY 2024

# Jesus Training College, Mala

Thrissur, Kerala.



## RESEARCH POLICY

Last Revised Date: 13 May, 2024

To systematize research culture among faculty and students, the institution advocates comprehensive guidelines to encourage significant and meticulous research endeavors across disciplines.

**The institution's research policy is oriented towards:**

- Organizing Seminars/Symposia/Conferences on recent trends in Education to foster the right attitude and orientation in faculty and students towards undertaking quality research
- Encouraging the teachers and students to pursue research and attain Ph.D.
- Extending financial and other auxiliary support to faculty and students for fruitful engagement in research pursuits
- Encouraging participation and presentation of research papers by faculty and students in national/international seminars/conferences
- Promoting publication of research findings in reputed refereed National/International journals/ CARE listed Journals for a greater public cause
- Providing financial assistance to the faculty to participate in national / international seminars/conferences, present and publish research papers
- Start Institution's own Journal
- Publish a Book with chapters written by faculty and students.



  
PRINCIPAL  
Jesus Training College, Mala

**3.1.3**

**2. Sanction letters of award of incentives**

69

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No. \_\_\_\_\_ Date: 02-05-2023

No.	Particulars	Amount Rs. Ps.
	Teachers Training Programme to Mr. Rakesh Sharma	5000/-
Total		5000/-

Name: Rakesh Sharma  
Signature: [Signature] Ex. Director  
Accountant: [Signature]

69


**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No. \_\_\_\_\_ Date: 02-05-2023

No.	Particulars	Amount Rs. Ps.
	Teachers Training Programme to Dr. V. Reghu	5000/-
Total		5000/-

Name: Dr. V. Reghu  
Signature: [Signature] Ex. Director  
Accountant: [Signature]

PRINCIPAL  
Jesus Training College, Mala



Navajyothi College Of Teacher Education For Women, Olarikkara, Thr  
Ph.No.0487-2363044, email id - [navajyothiseptember@gn](mailto:navajyothiseptember@gn)

Received with thanks from Institution... *Jesus Training College*  
amount of Rs.500/- (Rupees Five Hundred Only ) towards One Day Faculty Development  
organised by IQAC on 11<sup>th</sup> November 2021.

Date : 11 - 11 - 2021

College Seal :



Jesus Training College, Mala  
PRINCIPAL

*Signature*

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No.

Date: 03/11/2022

No.	Particulars	Amount	
		Rs.	Ps.
	Workshop session on Evaluation of Calicut University		
	Total	1500	—

Name: GISNA AS, RENIA KURUVILLA

Signature: *Renia*

Accountant: *152*

Ex. Director

PRINCIPAL  
Jesus Training College, Mala



*Handwritten signature in green ink.*

214

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No.

Date: 09-06-2023

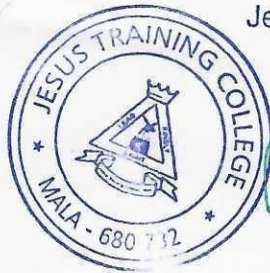
No.	Particulars	Amount	
		Rs.	Ps.
	Teacher's orientate class to Fr. P. Rajeev	3500	-
	Total	3500/-	

Name... Dr. P. Rajeev .....

Signature... [Signature] .....

Accountant [Signature]

[Signature]  
Ex. Director



**PRINCIPAL**  
Jesus Training College, Mala

[Signature]

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Volume No.

Date: 29/02/2024

No.	Particulars	Amount	
		Rs.	Ps.
	National Seminar St. Joseph's Train- ing College, Mann- anam. to ms. Jasna P Registration fee - 250 - T.A - 1000 -		
	<b>Total</b>	1250	-

Name: Dr. Jasna P. Kariyano

Signature: *[Signature]*

Accountant

Ex. Director





**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No.

Date: 11/11/21

No.	Particulars	Amount	
		Rs.	Ps.
	TA for attending Faculty development programme at Navajyothi Training College Oostkasa.	600	00
	Total	600	00

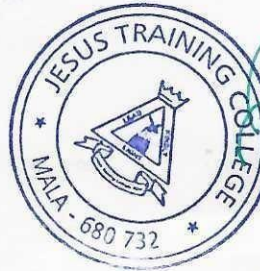
Name: Sheena Bhasler

Signature: *[Handwritten Signature]*

Accountant

Ex. Director

**PRINCIPAL**  
Jesus Training College, Mala



*[Handwritten Signature]*

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No. \_\_\_\_\_ Date: 21-12-2022

No.	Particulars	Amount	
		Rs.	Ps.
	UNIVERSITY Board of Studies Meeting @ 19/12/2022	4000	-
	Total	4000	00

Name: Dr. M. G. Rana Devi

Signature: [Signature]

Accountant

Ex. Director

**PRINCIPAL**  
Jesus Training College, Mala



[Handwritten Signature]

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No.

Date: 29/02/2024

No.	Particulars	Amount	
		Rs.	Ps.
	National Seminar St. Joseph's Training College, Mannanam- to Ms. Renia Kuruvilla. Registration fee T.A (2 days - 27/2, 28/02)	250	-
		500	-
	<b>Total</b>	<b>750</b>	<b>-</b>

Name: Renia Kuruvilla.....

Signature: *Renia*.....

Accountant: *RS*

*RS*  
Ex. Director



PRINCIPAL  
Jesus Training College, Mala

*Principal's Signature*

**JESUS TRAINING COLLEGE, MALA.**  
DIOCESE OF IRINJALAKUDA

Voucher No.

Date: 03/11/2022

No.	Particulars	Amount	
		Rs.	Ps.
	150 international orientation for standardization expenses	1280	-
	Total	1280	-

Name.....

Signature.....

Accountant 

Ex. Director



PRINCIPAL  
Jesus Training College, Mala

**3.1.3**

**3. Income Expenditure statements highlighting the relevant expenditure with seal and signature of the principal**

**Paulson & Rojan**  
CHARTERED ACCOUNTANTS



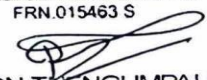
1<sup>st</sup> Floor, Jessway Bldg., Palakkad Road  
Kizhakkumpattukara, Thrissur - 680005  
Tel: 9447040836 / 2331633  
email: paulson@ajca.co.in

**JESUS TRAINING COLLEGE MALA, DIOCESE OF IRINJALAKKUDA**  
**CONSOLIDATED ACCOUNT INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2020**

EXPENDITURE	Rs.	Ps.	Rs.	Ps.	INCOME	Rs.	Ps.	Rs.	Ps.
To Salary Paid			34,00,368.00		By Tuition Fee	59,45,000.00			
" Allowance Director			90,000.00		Special Fee	6,94,000.00			
" Honorarium Paid			5,000.00		Application Fee	46,100.00		66,85,100.00	
" Staff Welfare Expenses			15,166.00		" Bank Interest			8,75,543.00	
" Printing & Stationery			18,779.00		" College Development Income			47,500.00	
" Fee Concession			60,000.00		" Library Development			27,550.00	
" Newspaper & Periodicals			15,224.00		" Agriculture Income			34,970.00	
" Postage & telephone			18,282.00		" Endowment			39,900.00	
" Travelling Allowance			58,113.00		" Donation Received			6,04,358.00	
" Seminar & Course			1,500.00						
" Website Expense			600.00						
" Staffs Training & Development Expense			9,710.00						
" Association Activities Exp			1,470.00						
" Lab Expenses			1,767.00						
" Rates & Taxes			3,632.00						
" Light & Water			92,154.00						
" Repairs & maintenance			1,17,037.00						
" Professional charges			20,160.00						
" ESI Paid			21,083.00						
" Agriculture Expenses			1,18,530.00						
" Celebration			4,079.00						
" Students Welfare Expense			86,990.00						
" Bank charges			680.60						
" Charity & Donation			58,000.00						
" Cleaning Expenses			20,700.00						
" Allowance Paid			54,500.00						
" Generator Expenses			10,980.00						
" Guest Lecturer			5,82,800.00						
" House Hold Articles			14,295.00						
" Refreshment			850.00						
" Membership & University Fees									
Examination Expense		14,661.00							
NCTE / University		17,000.00							
Sports Affiliation fees		27,440.00							
University Affiliation Fee		1,54,600.00							
University & Other Member Ship Fees		5,000.00							
University Union Fees		8,330.00		2,27,031.00					
" Excess of Income over Expenditure				31,85,440.40					
<b>TOTAL</b>				<b>83,14,921.00</b>	<b>TOTAL</b>				<b>83,14,921.00</b>

AS PER OUR REPORT OF EVEN DATE

For PAULSON & ROJAN  
Chartered Accountants  
FRN.015463 S

  
PAULSON THENGUMPALLIL  
Partner (No. 208694)

UDIN:20208694AAAAKN3473





**JESUS TRAINING COLLEGE MALA, DIOCESE OF IRINJALAKKUDA**  
**CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2021**

EXPENDITURE	Rs. Ps.		Rs. Ps.		INCOME	Rs. Ps.		Rs. Ps.
To Salary Paid				40,41,126.00	By Tuition Fee		53,65,000.00	
" Allowance Director				1,10,000.00	Special Fee		6,91,000.00	
" Honorarium Paid				10,850.00	Application Fee		78,100.00	61,34,100.00
" Staff Welfare Expenses				23,802.00	" Bank Interest			3,05,729.00
" Printing & Stationery				39,086.00	" College Development Income			68,600.00
" Fee Concession				66,000.00	" Library Development			29,400.00
" Newspaper & Periodicals				13,414.00	" Donation Received			3,99,000.00
" Postage & telephone				21,793.00	" Agriculture Income			43,547.00
" Travelling Allowance				43,230.00	" Income From Scrap Sales			20,200.00
" Website Expense				4,003.66	" Students Welfare Fund			19,04,703.50
" Rates & Taxes				5,657.00	" Old Students Association Fund			2,27,154.00
" Light & Water				62,176.00				
" Repairs & maintenance				7,45,563.00				
" Professional charges				11,900.00				
" EPF Paid				2,128.00				
" ESI Paid				18,626.00				
" Celebtation				9,904.00				
" Students Welfare Expense				32,469.00				
" Library Expenses				730.00				
" Bank charges				1,013.74				
" Cleaning Expenses				9,020.00				
" Allowance Paid				38,500.00				
" Generator Expenses				4,780.00				
" House Hold Articles				20,354.00				
" Miscellaneous Exp				1,000.00				
" Water charges				1,350.00				
" Agriculture Expenses				2,61,972.00				
" Charity & Donation				58,000.00				
" Refreshment Expenses				390.00				
" Membership & University Fees								
Examination Expense		10,931.00						
NCTE / University		20,340.00						
Sports Affiliation fees		27,160.00						
University Affiliation Fee		1,89,880.00						
University & Other Member Ship Fees		10,000.00						
University Union Fees		8,245.00		2,66,556.00				
" College Development Fund (F 10)				15,00,000.00				
" Excess of Income over Expenditure				17,07,040.10				
<b>TOTAL</b>				<b>91,32,433.50</b>	<b>TOTAL</b>			<b>91,32,433.50</b>

AS PER OUR REPORT OF EVEN DATE  
For PAULSON & ROJAN  
Chartered Accountants  
FRN: 015463 S

PAULSON THENGUMPALLIL  
Partner (No:208694)  
UDIN:21208694AAAANE6148





**JESUS TRAINING COLLEGE, MALA - 680732**  
**CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2022**

EXPENDITURE	Rs.		Ps.		INCOME	Rs.		Ps.	
To Salary Paid			Rs.	Ps.	By Tuition Fee				
" Allowance Director				48,66,432.00	Special Fee	80,46,000.00			
" Honorarium Paid				2,56,750.00	Application Fee	6,97,000.00			
" Staff Welfare Expenses				87,650.00		45,600.00			87,88,600.00
" Printing & Stationery				6,821.00	" Bank Interest				2,80,458.00
" Fee Concession				43,683.00	" Donation Received				43,000.00
" Newspaper & Periodicals				5,40,000.00	" Agriculture Income				28,740.00
" Postage & telephone				14,948.00	" Old Students Association Fund				1,23,000.00
" Travelling Allowance				17,192.00	" Students welfare fund				8,13,773.00
" Website Expense				13,263.00					
" Rates & Taxes				2,800.00					
" Light & Water				6,492.00					
" Repairs & maintenance				1,04,494.00					
" Professional charges				24,432.00					
" ESI Paid				25,015.00					
" Celebration				22,103.00					
" Students Welfare Expense				19,598.00					
" Advertisement Expenses				13,509.00					
" Agriculture Expenses				24,000.00					
" Bank charges				2,46,943.00					
" Cleaning Expenses				1,174.78					
" Documentaion & Filing Charges				7,327.00					
" Generator Expenses				24,540.00					
" Sports Expenses				1,000.00					
" College & Arts Day Celebration				37,402.00					
" Meetings & Seminars				1,22,066.00					
" Community Living Camp Exp:				3,695.00					
" Membership & University Fees				33,705.00					
Examination Expense		25,840.00							
NCTE / University		3,480.00							
Sports Affiliation fees		27,720.00							
University Affiliation Fee		1,54,350.00							
University & Other Member Ship Fees		35,000.00							
University Union Fees		8,415.00		2,54,805.00					
College Development Fund				17,00,000.00					
" Excess of Income over Expenditure				15,55,731.22					
<b>TOTAL</b>				<b>1,00,77,571.00</b>	<b>TOTAL</b>				<b>1,00,77,571.00</b>

AS PER OUR REPORT OF EVEN DATE  
For PAULSON & ROJAN  
Chartered Accountants  
FRN: 015463 S

PAULSON THENGUMPALLIL  
Partner (No:208694)  
UDIN:22208694AMWFIM4782





**JESUS TRAINING COLLEGE, MALA - 680732**  
**CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2023**

EXPENDITURE	Rs. Ps.		Rs. Ps.		INCOME	Rs. Ps.		Rs. Ps.	
To Salary Paid				55,88,786.00	By Tuition Fee	1,03,74,000.00			
" Printing & Stationery				2,10,000.00	Special Fee	6,90,000.00			
" Honarium Paid				2,59,190.00	Application Fee	56,100.00			1,11,20,100.00
" Staff Welfare Expenses				47,339.00					
" Printing & Stationery				42,317.00	" Bank Interest				5,13,169.00
" Fee Concession				84,000.00	" Income Tax Received				56,430.00
" Newspaper & Periodicals				18,796.00	" Old Students Association Fund				23,500.00
" Postage & telephone				12,228.00	" Students Welfare Income				2,39,046.00
" Travelling Allowance				26,580.00	" Agriculture Income				14,023.00
" Rates & Taxes				42,722.00	" Donation Received				29,000.00
" Light & Water				1,41,593.00	" College Development				69,300.00
" Repairs & maintenance				7,00,792.00					
" Professional charges				16,165.00					
" ESI Paid				25,928.00					
" Celebration				16,623.00					
" Students Welfare Expense				829.00					
" Bank charges				1,377.54					
" Cleaning Expenses				1,02,200.00					
" Documentation & Filing Charges				11,200.00					
" Generator Expenses				1,000.00					
" Sports Expenses				47,210.00					
" Staffs Training & Development				700.00					
" College & Arts Day Celebration				2,03,596.00					
" Meetings & Seminars				6,780.00					
" Community Living Camp Exp:				48,157.00					
" Salary Arrears				8,74,558.00					
" Membership & University Fees									
Examination Expense		53,096.00							
NCTE / University		3,480.00							
Sports Affiliation fees		27,440.00							
University Affiliation Fee		1,54,350.00							
University & Other Member Ship Fees		250.00							
University Union Fees		8,330.00		2,46,946.00					
" Agriculture Expenses				17,580.00					
" College Development Fund (F 10)				15,00,000.00					
" Excess of Income over Expenditure				17,69,375.46					
<b>TOTAL</b>				<b>1,20,64,568.00</b>	<b>TOTAL</b>				<b>1,20,64,568.00</b>

AS PER OUR REPORT OF EVEN DATE

For PAULSON & ROJAN  
Chartered Accountants  
FRN: 015463 S

PAULSON THENGUMPALLIL  
Partner (No:208694)

UDIN:23208694BGYFXV9587



Thrissur / 03.05.2023





**JESUS TRAINING COLLEGE, MALA - 680732**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2024**

EXPENDITURE	Rs. Ps.		Rs. Ps.		INCOME	Rs. Ps.		Rs. Ps.	
To Salary Paid			57,08,742.00		By Tuition Fee	1,07,30,000.00			
" Allowance Director			3,54,600.00		Special Fee	6,86,000.00			
" Honorarium Paid			1,41,850.00		Application Fee	50,100.00		1,14,66,100.00	
" Staff Welfare Expenses			46,384.00						
" Printing & Stationery			10,315.00		" Bank Interest				5,37,070.00
" Fee Concession			1,20,000.00		" Old Students Association Fund				68,576.00
" Newspaper & Periodicals			23,910.00		" Students Welfare Income				29,400.00
" Postage & telephone			20,293.00		" Endowment				19,600.00
" Travelling Allowance			29,500.00		" Students Welfare Fund				19,06,000.00
" Rates & Taxes			31,239.00						
" Light & Water			1,950.00						
" Repairs & maintenance			3,26,203.00						
" Professional charges			34,490.00						
" ESI Paid			21,290.00						
" Celebration			1,18,613.00						
" Students Welfare Expense			8,11,634.00						
" Bank charges			462.62						
" Advertisement Expense			19,950.00						
" Electrical Maintenance			16,990.00						
" Plumbing Charges			2,933.00						
" Sports Expenses			43,933.00						
" Staffs Training & Development			42,657.00						
" College & Arts Day Celebration			3,31,105.00						
" Meetings & Seminars			11,597.00						
" Community Living Camp Exp:			68,288.00						
" Membership & University Fees:-									
Examination Expense	48,087.00								
NCTE / University	3,560.00								
Sports Affiliation fees	31,270.00								
University Affiliation Fee	1,62,390.00								
University & Other Member Ship Fees	6,000.00								
University Union Fees	9,540.00		2,60,847.00						
" Lab Expense			1,24,394.00						
" Renovation Expense			1,19,308.00						
" Electricity Charge			1,52,413.00						
" Website Expense			3,300.00						
" ISO Certification Expenses			2,24,455.00						
" Donation & Charity exp			1,500.00						
" Cleaning Expense			1,49,850.00						
" TDS on interest			61,311.00						
" Students Welfare Fund			42,000.00						
" College Development Fund			25,00,000.00						
" Excess of Income over Expenditure			20,48,439.38						
<b>TOTAL</b>			<b>1,40,26,746.00</b>		<b>TOTAL</b>				<b>1,40,26,746.00</b>

For PAULSON & ROJAN  
Chartered Accountants  
FRN: 015463 S

AS PER OUR REPORT OF EVEN DATE

PRINCIPAL  
Jesus Training College, Mala

Thrissur / 15.07.2024

PAULSON THENGUMPALLIL

UDIN:24208694BKEOFA4107



#### 4.Documentary evidence for each of the claims



**JESUS TRAINING COLLEGE  
MALA, THRISSUR  
MAY 2023**

## **A REPORT ON CAPACITY ENHANCEMENT PROGRAMME FOR TEACHER EDUCATORS**

**PROGRAMME DATE:  
02.05.2023 TO 04.05.2023**

**PREPARED BY:  
DR. JASNA P. VARIJAN  
Programme Coordinator**

**DATE OF SUBMISSION:  
10.05.2023**



# ABOUT THE PROGRAMME

**'Without continual growth and progress, such words as improvement, achievement and success have no meaning'  
- Benjamin Franklin**

Faculty development is the process of providing professional development training and coaching to faculty members to help them improve their work performance, Particularly in specific areas such as teaching and research. The faculty are the lifeblood of every institution. They are directly responsible for delivering the top-of-the-line knowledge and training the institution promises its students. It's their passion, hard work and authentic interactions that help uphold the reputation of the institution was built on.

Faculty training and development is often overlooked at the collegiate level, But as higher education pedagogies are rapidly evolving, it is becoming more and more crucial. Faculty burnout is less likely has always been an issue in higher education, but the threat is even bigger in this current environment. There are several factors that can contribute to feelings of burnout, and some of them can be minimized by offering proper training and professional development opportunities.

Faculty vitality is the main ingredient to enhance professional education and competence. Enriching the faculty vitality in key domains of teaching, assessing, research, professionalism, and administration is perceived to improve educational environment significantly and enhances the academic performance of learners.

Faculty development program (FDP) has been considered as a stand-alone educational pedagogy in fostering knowledge and professional skills of faculty. Jesus Training College strongly believes that Human resources is an important element which is needed to realize the Institute's goals and aspirations. Hence, the institution is trying to maintain high skilled and efficient academic faculty in order to achieve excellent standards in all the disciplines offered by the Institute.

In view of this, the Institute recruits, nurtures and retains the best faculty to meet the changing needs of the curriculum, teaching and research. it gives great concern to FDPs for keeping it's faculty up to date with the developments in education and research. Hence yearly Faculty Development Programmes are considered as a serious activity to prepare and mould the faculty to held the quality of education high and to keep the promises to students always assured. On this regard the institution arranged a capacity enhancement programme for the teacher educators from 02.05.2023. to 04.05.2023.

# MEET THE RESOURCE TEAM



**DR. V. REGHU**

**Dr.V.Reghu**  
**M.Ed.Coordinator**  
**Mar Theophilus Training College**  
**Thiruvananthapuram**

He is one of the greatest Academicians with twenty seven years of experience, including Teaching, Research, Extension and educational administration at University and National Institutes. He served as Director, Shramik Vidyapeeth, University of Kerala, Head of Dept. CACEE, (Kerala University), Academic Coordinator, (RGNIYD), Chairman Board of Studies., (RGNIYD), Dean of Research, (RGNIYD), Professor (RGNIYD), Controller of Examinations (RGNIYD), .(University of Kerala & Rajiv Gandhi National Institute of Youth Development (RGNIYD), Ministry of Youth Affairs and Sports, Govt. of India,TN.) Retired from service on 31/03/2011.

He has supervised and guided 25 scholars for their Ph.D. in Education and Guided 60 Studies at PG & M.Phil levels. Co-ordinated the preparation of National Youth Policy (2014), as member of faculty, RGNIYD for the Ministry of Youth Affairs & sports, govt. of India and Qualified Trainer of Trainers (Society for Participatory Research In Asia, New Delhi). He had won a number of recognitions and honors in the field of research and education. Some of them are, MOHAN SINHA MEHTA RESERCH FELLOWSHIP (Adult Education) – 1988, Sardar Patel Literacy Award (2002), GOOD SERVICE Entry (2005-06) University of Kerala and Excellence Award, Council for Teacher Education (Kerala), 2016.



**MR. RAKESH SHARMA R.**

**Mr. Rakesh Sharma**  
**Assistant Professor.**  
**Mar Theophilus Training College**  
**Thiruvananthapuram**

He is an expert in the field of Educational Technology with his experience in that very relevant area. He proved his excellence and expertise in the areas like Microsoft Office, WPS, Photoshop CS, Cyber Link Power Director, Wonder share filmora, Adobe Audition 1.5, Mind Mapper 2008, SPSS 15 and OBS Studio. He is a blogger and freelance teacher too in Biology. he has completed his post graduation both in education and biotechnology and a M.Phil. Holder in Neuro and Nano Toxicology.

# FIRST DAY

MAY 02, 2023

**SESSION - 1 - INAUGURAL SESSION**

**SESSION - 2 - INTRODUCTORY SESSION**

**SESSION - 3 - TIME MANAGEMENT IN ACADEMIC SCENARIO**

**SESSION - 4 - EDUCATIONAL TECHNOLOGY IN TEACHER EDUCATION**

**SESSION - 5 - COMMUNICATION IN TEACHING / LEARNING**

**SESSION - 6 - EVALUATION OF THE DAY**



## INAUGURAL SESSION

The first day of Faculty development programme, had begun with a formal inaugural session. It started at 9.30.a.m. After seeking the blessings of Almighty, Principal Dr. M.G. Ramadevi extended a warm welcome to all those gathered over there. Manager of the institution Msgr. Wilson Erathara, inaugurated the programme with a blissful inaugural speech. the introductory speech was given by the chief guest and resource person of the programme, Dr. V. Reghu.

In his speech he mentioned the significance of faculty development programmes in the arena of higher education. He also mentioned how crucial it is to securing NAAC accreditation in this scenario for Teacher Education Institutions

He also pin pointed certain criteria to maintain the quality of higher education. also assured his continuous support for the entire process of validation.

Rev. Father Binoy Kozhippatt, Executive director of the institution, felicitated over the programme. He also reminded the faculty about the significance of technological expertise in coming days. The official inaugural session was concluded with a note of gratitude by Ms. Iarin John, the Staff Representative. The forenoon schedule of the programme started immediately after the inaugural session.

# SESSIONS ON FIRST DAY

## 4 ACADEMIC SESSIONS AND EVALUATION



### INTRODUCING THE RESOURCE PERSON

#### SESSION 2

After the inaugural session there was an introductory process. Every member of the faculty and the resource persons themselves introduced each other.

#### SESSION 3

Time management is actually life management. During the second session the resource person Dr. V. Reghu clarified the seriousness of time management in academic scenario for its success and continual progressive growth. He narrated the methodology to classify our works in terms of importance and urgency. He also mentioned the Pareto principle with regard to work and outcome and provided some tactful tips to manage the time effectively.

#### SESSION 4

The first session in the afternoon was lead by Mr. Rakesh Sharma R, the second member of the resource team. The topic of the session was Educational Technology in Teacher Education.

That was a hands on session which well appreciated the use of technology in classrooms. The poll option in Whats app and G-forms are explored by the participants.

#### SESSION 5

In the professional life of a teacher proper communication ability is an inevitable skill. The session by Dr. V. Reghu, was truly dedicated to the topic communication in teaching and learning. The session had begun with a topic, the different types of adopters. He elucidated the 5 types of adopters evidently. Along with that the session discussed communication skills and styles with practical sessions for the participants.

#### SESSION 6

The feed back session was really active by the vibrant participation of faculty members. First the team collected an individual feedback from each participants, followed by group feedback. the programme finished up by 5 p.m.

# SECOND DAY

MAY 03, 2023

**SESSION- 7 - INNOVATIONS IN TEACHING & LEARNING (PART-1)**

**SESSION-8 - INNOVATIONS IN TEACHING & LEARNING (PART-2)**

**SESSION- 9 - EDUCATIONAL TECHNOLOGY: APPLICATION LEVEL**

**SESSION- 10 - CLASSROOM MANAGEMENT AT B.ED LEVEL**

**SESSION-11 - EVALUATION OF THE DAY**

## SESSION 7

The session was titled as 'Innovations in Teaching & learning (Part-1) Pedagogy - Andragogy'. The session began with a discussion on technological immigrants and emigrants lead by Dr. V. Reghu, which later explicated the role of teachers as a technologically efficient one. The professional skills and competencies of a teacher is also got elucidated for an introspection with some puzzles.

## SESSION 8

Pedagogy-Andragogy-Heutagogy, was a great session by Dr.V. Reghu, where we got a refined perception on Heutagogy. The session also discussed the difference among the three concepts. Also mentioned the competencies and skills a facilitator should acquire to handle all these different pedagogies.

## SESSION 9

The first session in the afternoon was by Mr. Rakesh Sharma R, which had given a practical experience on Microsoft power point and Chat GPT. The session ended up with the preparation of an assignment in ChatGPT and a video in power point.

## SESSION 10

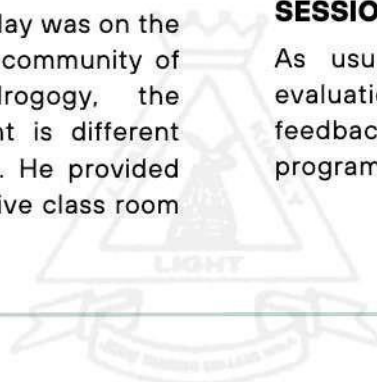
The last academic session of the day was on the topic class management. As the community of participants dealt with Androgogy, the techniques of class management is different from that of school environment. He provided the tips and techniques for effective class room management at B.Ed. Level.



**SESSION ON TECHNOLOGY**

## SESSION 11

As usual the concluding session was the evaluation of the day. Individual and group feedbacks were taken at the end. The programme of the day ended up by 5 O'clock.



# THIRD DAY

MAY 04, 2023

**SESSION- 12 - OPEN FORUM - GROUP INTERACTION**

**SESSION- 13 - HOW TO STRENGTHEN THE TOTAL PERFORMANCE OF THE COLLEGE**

**SESSION- 14 - PERSONAL FEEDBACK TO PARTICIPANTS**

**SESSION- 15 - VALEDICTORY & CERTIFICATION**

## SESSION 12

The session was open for the participants to explore the extension and scope of educational technology in classroom teaching. Although that was a chance for team teaching, every participant got a chance to canvass their teaching skills and competencies with the marvelous incorporation of technology. The session was really vibrant with the performance of teacher educators. Eventually the participants came across with the challenges of incorporating technology practically.

## SESSION 13

The resource team reminded the exigency of NAAC Accreditation in this scenario. They also delivered the suggestions of activities that need to be done in urgency to enhance the total quality and performance of the institution.

**'In theory there is no difference between theory and practice. In practice there is .**

**-Yogi Berra**

## SESSION 14

The resource team had given a detailed feedback to every participants based on their performance. They also came up with some suggestions for professional improvement. The cardinal point was the proper accomodation of technology in teaching learning process is the need of the hour, and nobody can skip it.

## SESSION 15

The last session of the Capacity Enhancement programme was the valedictory function. Soon after the academic sessions, entered in to the last session.



**TEAM TEACHING**



# VALEDICTORY SESSION

MAY 04, 2023

**'One of the most overlooked benefits of faculty training and development is a consistent and quality student experience'**

**-Tim Loatman**

The valedictory session began with a prayer by the executive director, Rev. Fr. Binoy Kozhipatt. Principal Dr. M.G. Remadevi welcomed all to the session. On behalf of the faculty Mr. Suresh Kumar, Dr. Jasna P. Varijan, Ms. Sheena Bhasker and Fr. Raphael Panjikkaran shared their perspectives and perceptions regarding the capacity enhancement programme. Later the resource team also gave out some suggestions grounding on their three days' impression with the institution and faculty. Fr. Binoy Kozhipatt extended warm gratitude to the resource team for their sincere effort to enhance the quality of institution.



## VALEDICTORY SESSION

He also expressed his love to the faculty members for their active participation in the programme. The executive director distributed the certificate of participation to all faculty members in the presence of the principal and the resource team. The three days capacity enhancement programme ended up on 04.05.2023 by 5.00 p.m.



## FACULTY WITH THE RESOURCE TEAM





JESUS TRAINING COLLEGE MALA  
PROFESORIO PER I SAAC

09 JUNE 2023

# A WORKSHOP ON ACADEMIC WRITING AND PUBLISHING

A REPORT ON  
CAPACITY ENHANCEMENT PROGRAMME

JESUS TRAINING COLLEGE,  
MALA, THRISSUR

Prepared by: Dr. Jasna P. Varijan  
NAAC Coordinator

# ABOUT THE WORKSHOP

There is great relevance to research in education. Apart from ensuring an in-depth knowledge over a topic, scientific and historical research papers also contribute to the world of knowledge. These journals or papers become the helping hands for the students in future guiding and helping them in research. Students need to understand the role of scientific research in society and the importance of scientific research in education as it will ultimately reward them in return. It also helps the practitioners to stay up to date with the recent developments in the field. As a part of Capacity Enhancement programme for teacher educators, Jesus Training Collge organized a Workshop on **Academic Writing and Publishing**.

## MISSION OF THE WORKSHOP

The well-known “publish or perish” dilemma highlights the main incentive fueling the need to publish as much as possible, preferably in high impact journals. Those who fail in this competition may also miss career opportunities, research funding or other rewards. it is important for teachers in colleges and universities to publish books, etc. about their research, and that if they fail to do so it will have a bad effect on their career. In this scenario, the purpose of the programme is to give orientation to the participants in academic writing and publishing.

# ACADEMIC WRITING AND PUBLISHING

09/06/2023, FRIDAY

The session discussed the types of papers and journals along with the cardinal things to be noticed while publishing a paper. The genre and structure of the paper was the chief topic of dialogue.



## Session by Dr. Rajeev S.P.

The session started at 9.30 a.m. Dr. Rajeev S.P., School of Social work, Rajagiri College of Social Science (Autonomous) was the resource person for the session. To begin with the session, the resource person introduced the things to be taken care of while publishing a paper. The principal things to be noticed include the aim and scope of the research journal selected. In addition, should be taken care of its index. The session introduced two prime reference management softwares widely used in research paradigm, Medley and Zotero.

# DIFFERENT TYPES/GENRE OF RESEARCH PAPERS

**The genre of academic writing determines the type of journal for publication.**

Before writing a paper the researcher may solve some questions

- To whom we are writing the paper?
- Why we write this paper or article?
- How to select a Topic?
- 

Further the class talked through the various genre present in academic writing. Foremost discussed the empirical reports, Philosophical Discussions, scoping and scientific review, case study, evaluation reports, bibliographic analysis and critical reflections. Also presented some examples for all genres and types. At the end had a detailed session on the structure of a paper. The resource person had given a comprehensive idea of the structure with a format called IMRAD which incorporates Introduction, Method, Result and Discussion followed by a brief conclusion with reference.



**Mala, Kerala, India**

67R5+RQF Jose Chellakudam, Mala, Kerala 680732,  
India

Lat 10.242106°

# EPILOGUE

## 'Publish or Perish'

As you can imagine, the pressure to publish can be very high. Unfortunately, getting published is becoming more and more difficult, due in part to an increase in the number of academics worldwide. But publishing in journals can give your work visibility among other researchers in your field, outside of your immediate circle of contacts and colleagues. It makes your work more discoverable, as they are already being read by circles of interested readers and often have sophisticated distribution networks, placing work into libraries, organisations and institutes, and through letterboxes of readers around the world. During these days it is mandatory to share the knowledge to the world not only for the sake of the field but for the professional development of practitioners. All are in a state either you must ready to publish your research work or Perish yourself. Your choice will decide your future in profession.



**Faculty with the resource person**

# Jesus Training Collge, Mala

Thrissur, Kerala.

Programme Brochure



**JESUS TRAINING COLLEGE**  
MALA, THRISSUR

**EMPOWERING EDUCATORS:**  
Three day Faculty Development  
Programme on Digital Pedagogy  
ON 29,30 & 31 MAY 2024

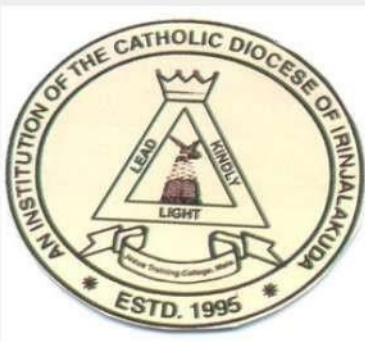
RESOURCE PERSON  
Dr. K.S. SAJAN  
Asst. Professor  
NSS Training College  
Ottappalam

VENUE: CONFERENCE HALL

## Faculty Development Programme 2023-2024

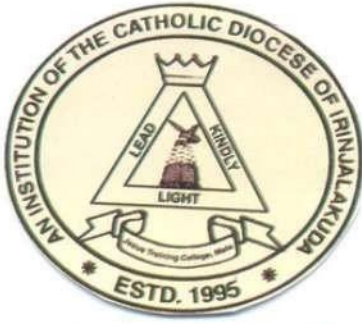
Resource Person  
**Dr. K.S. Sajjan**

Dates: 29/05/2024- 31/05/2024  
venue: **Conference Hall**



**Prepared On**  
**02/06/2024**

**Prepared By**  
Dr. Jasna P.Varijan  
Principal



Jesus Training College, Mala

# Programme Details

Day 1 - AI Tools in Classroom  
Teaching

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Day 2 - AI Tools in Academic  
Writing and Publishing

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Day 3 - NAAC Orientation

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 GPS Map Camera

Mala, Kerala, India  
67V5+2WC, Mala, Kerala 680732, India  
Lat 10.242399°  
Long 76.258698°



# Programme Overview

## DAY 1

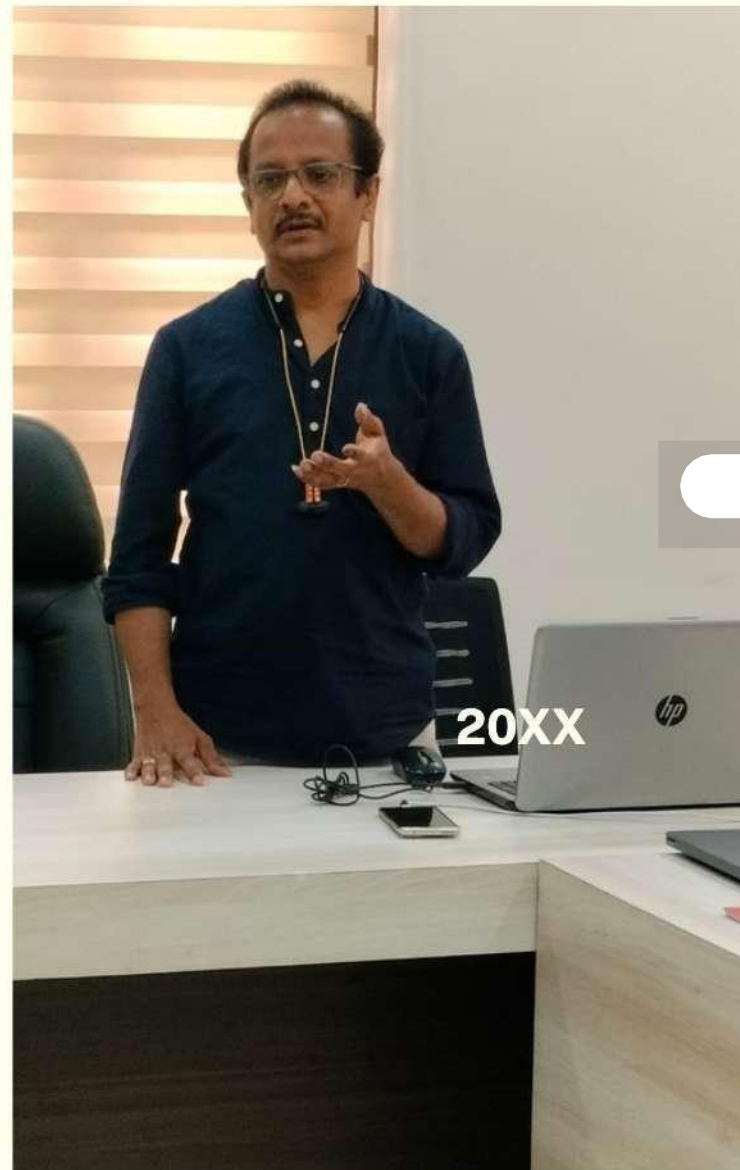
### AI TOOLS IN CLASSROOM TEACHING

AI tools are revolutionizing education for students and teachers alike, providing personalized learning experiences, enhancing accessibility, automating administrative tasks, and more. In this comprehensive guide, we'll explore the top-tier AI tools for education students and teachers can use to enhance their education.

Maintaining a structured approach to assignments and timelines is essential in education. With numerous tasks and deadlines to manage, it's easy for students and teachers to feel overwhelmed. AI tools for education play a crucial role in keeping individuals organized and productive.

AI tools for education offer a diverse range of capabilities to enhance learning experiences. However, each tool comes with its own set of strengths and weaknesses. Let's explore some of the top picks and compare how they stack up against each other

The session discussed some AI tools that can be used in Teaching learning process to make it more effectual and enthusiastic. The teachers had a hands on training on some tools to understand the practical aspect of these tools. Some of the tools mentioned and tried involves, Quillbot, Chat Gpt, Magic School, Fliphtml5 for creating flip books, Slido, Gamma slides, Canva, Quizziz, Kahoot and Mentimeter.



# Programme Overview

## DAY 2

### AI TOOLS IN ACADEMIC WRITING AND PUBLISHING

AI-powered writing assistants help with grammar, structure, citations, and adherence to disciplinary standards. These tools are not just helpful but central to improving the efficiency and quality of academic writing. They enable writers to focus on the critical and innovative aspects of their research

Grammarly, Perplexity, Chatbot, Chat GPT, Quillbot along with some referencing tools like Zotero and Mendeley were discussed on the second day. Practical sessions was also there to enhance the proficiency

## DAY 3

### NAAC ORIENTATION

Day 3 was aimed for the detailed orientation on the NAAC Criteria. The session predominantly devoted to encompass the need of NAAC Accreditation for the institution in this scenario. He had provided the details of NAAC Manual and SOP. All the matrices were described briefly, discussed the supporting documents need to be attached.

