

# DEVAKI AMMA MEMMORIAL TEACHER EDUCATION COLLEGE

## Report of the teachers orientation programme

At the beginning of every academic year this institution was conducted orientation programmes for faculty regarding academic planning, learning activities, and execution of various programmes for each academic year. Current year teacher orientation programme is conduct on 2021 November 29. Manager inaugurate the function and Principal present academic programme of the current academic year.

### Agenda

The main objectives of the programme was refresh the faculty members and familiarize the effective academic practices to be followed in the academic year. Some specific objectives are given below.

- Introducing newly appointed members
- Discuss and plan the academic activities of the year
- Orientation of PLO and CLO
- Preparing time table
- Preparing duty list

### Decision taken:

In the programme principal introduced PLO, CLO of the institution and action plan of this academic year. In this meeting elected staff secretary and staff adviser for this academic year, and prepare duty allotment chart for teaching and non-teaching staff.



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