



# Tara Government College Sangareddy

(Autonomous)

Accredited "B" by NAAC

An ISO 9001: 2015 certified college

**UGC Committee**

**Indian Knowledge, Languages, Arts & culture**

**11-08-2021**

Internal Quality Assurance Cell (IQAC) of the college today conducted a training programme to its staff on "New Accreditation and Assessment by NAAC" on 11 August 2021.

As part of the training of the staff on NEP, the UGC committee of the college conducted a training session of the staff on Indian Knowledge, Languages, Arts & culture on 11 August 2021. Starting the session, Sri K. Sreedhar, UGC convener and Assistant Professor of Chemistry, explained about the importance about the session. He explained gratitude to the principal of the college for according permission for conducting the programme. Principal, Smt. M. Praveena explained need of the session in the higher education sector. She welcomed Dr. Bhaskara Yogi, for accepting the invitation. Dr. Bhaskara Yogi thanked the principal and the participants for their time. Main points of the session include

1. National Education Policy (NEP)
2. Relevance
3. Importance
4. Indian Knowledge, Languages, Arts & culture





Vote of thanks was offered by Sri A.V.Sharma



**TARA GOVERNMENT COLLEGE (A), SANGAREDDY**  
**SANGAREDDY(Dist.), T.S., India**

*(Accredited by NAAC with 'B' grade)*  
**(An ISO 9001:2015 institution)**

**WELCOME**  
**TO**

**ORIENTATION**

**To the**

**NON TEACHING STAFF OF TARA COLLEGE**

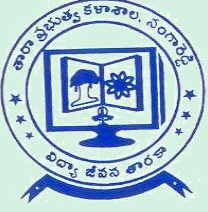
**On**

**1**

**29December2021**

**Organised by**

**Internal Quality Assurance Cell**  
**Tara Government College, Sangareddy**  
**(Autonomous)**



# TARA Government College Sangareddy (Autonomlous)

## An Orientation To the Non-Teaching staff of TARA (Organised by the IQAC )



Submitted by  
*Internal Quality Assurance Cell (IQAC)*  
TARA GOVERNMENT COLLEGE SANGAREDDY (A)  
(Re-Accredited 'B' by NAAC)  
DISTRICT: SANGAREDDY, TELANGANA  
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Tara Government College Sangareddy  
(Autonomous)

An ISO 9001: 2015 certified college

Internal Quality Assurance Cell



A brief report on

An ORIENTATION

TO THE NON-TEACHING STAFF

ORGANISED

BY THE IQAC ON 29 DEC 2021



# Tara Government College Sangareddy (Autonomous)

An ISO 9001: 2015 certified college

## Internal Quality Assurance Cell



An orientation to the non-teaching staff was organised in the TSKC lab on 29 December 2021 with the following objectives.

### *Objectives :*

- To refurbish the know-how and know whys of technical skills of the non-teaching staff.
- To create an ambience for interaction and thus facilitate learning.
- To teach the latest know-how in written communication with special reference to office correspondence.
- To create an ambience wherein the staff learn from interaction.
- Sensitise them in the point conduct and ethics.

## Introduction:

Internal Quality Assurance Cell (IQAC) of the college conducted an orientation programme for the non-teaching staff of the college on 29 December 2021. The following are the deliberations that formed part of the programme.



Welcoming guests onto the dais by Sri Srinivas, Sr Asst.





**Objectives of the programme Organising secretary Sri A. V. Sharma**



**President of the occasion, Dr. S. Upender**



### Inaugural session

The session was chaired by the Vice-Principal, **Dr. S. Upender**, Asst Professor of Mathematics. The session has its convener, Sri A. Vishweshwara Sharma, Coordinator, IQAC. The guest of honour was Sri Dinesh Shukla, Administrative Officer of the college. Sri A. Vishweshwara Sharma, Coordinator, IQAC and Assistant Professor of English welcomed all the members and requested the members to make use of the sessions. He requested the chairperson to deliver his inaugural address. Dr. S. Upender delved deep into the importance and impact of communication and technical skills in the present era. He wished the best for the programme. Sri Dinesh Shukla welcomed all his staff. He expressed gratitude to the IQAC for taking initiative. Vote of thanks to the session was offered by Sri Chandra Shekhar, Record Assistant.



**Sri Dinesh Shukla, Administrative Officer and Guest of honour of the programme**



### **Technical session I**

Resource person for the Technical Session was Sri A. Vishweshwara Sharma, Coordinator, IQAC and Assistant Professor of English. He explained the following

- Correspondence on line- etiquettes.
- Basic language nuances in online correspondences.
- Language at functional setting.

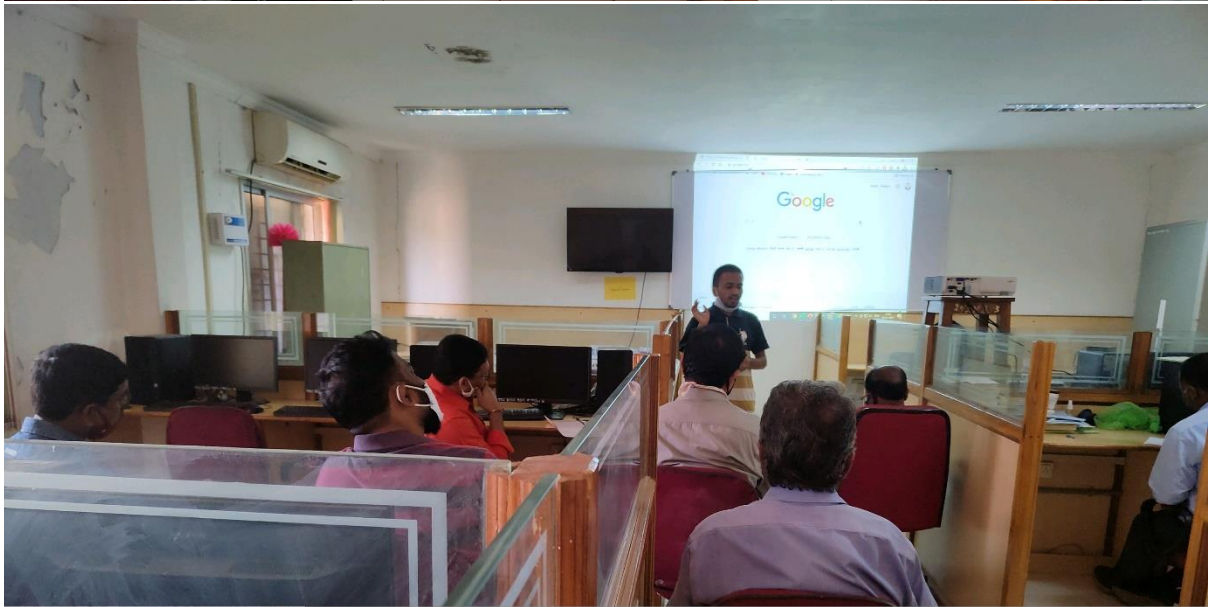


## Technical session II

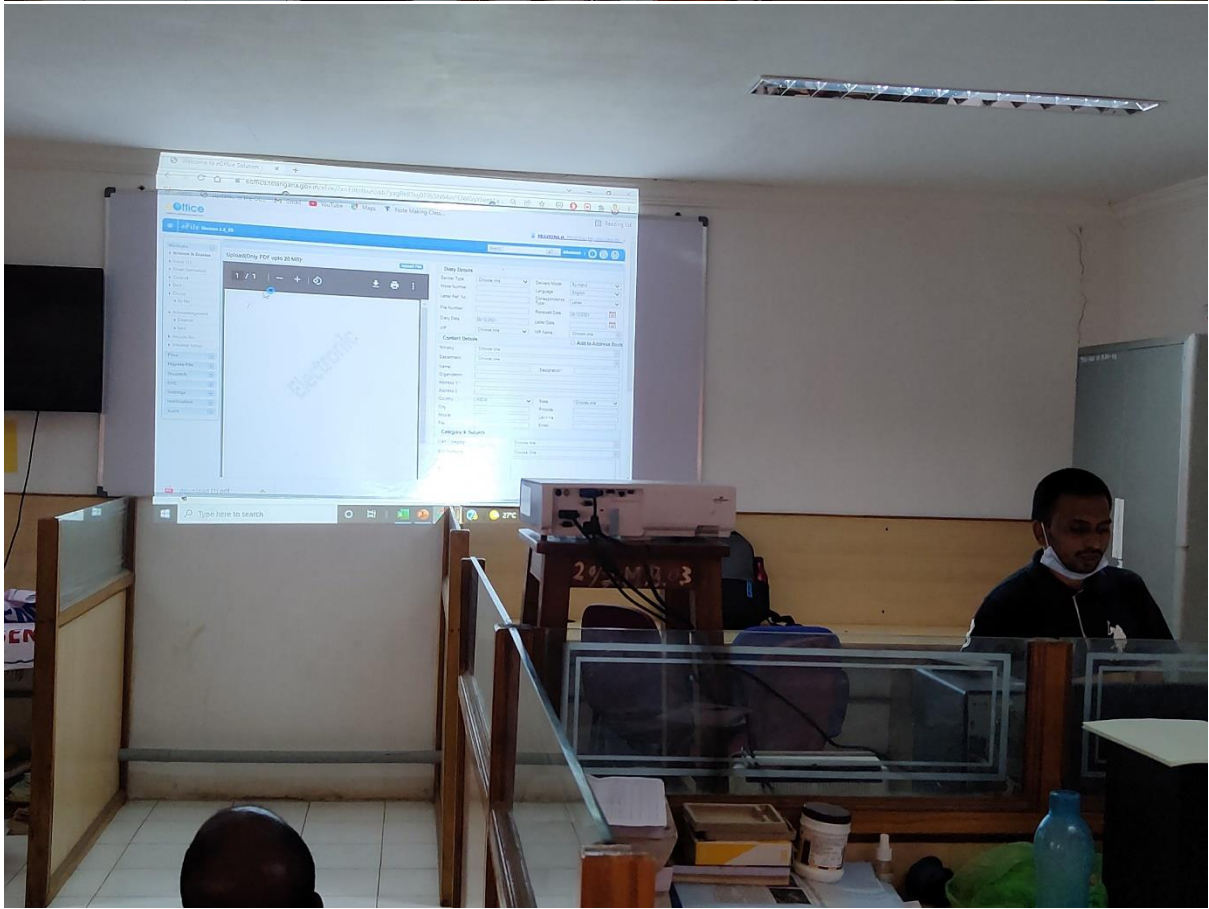
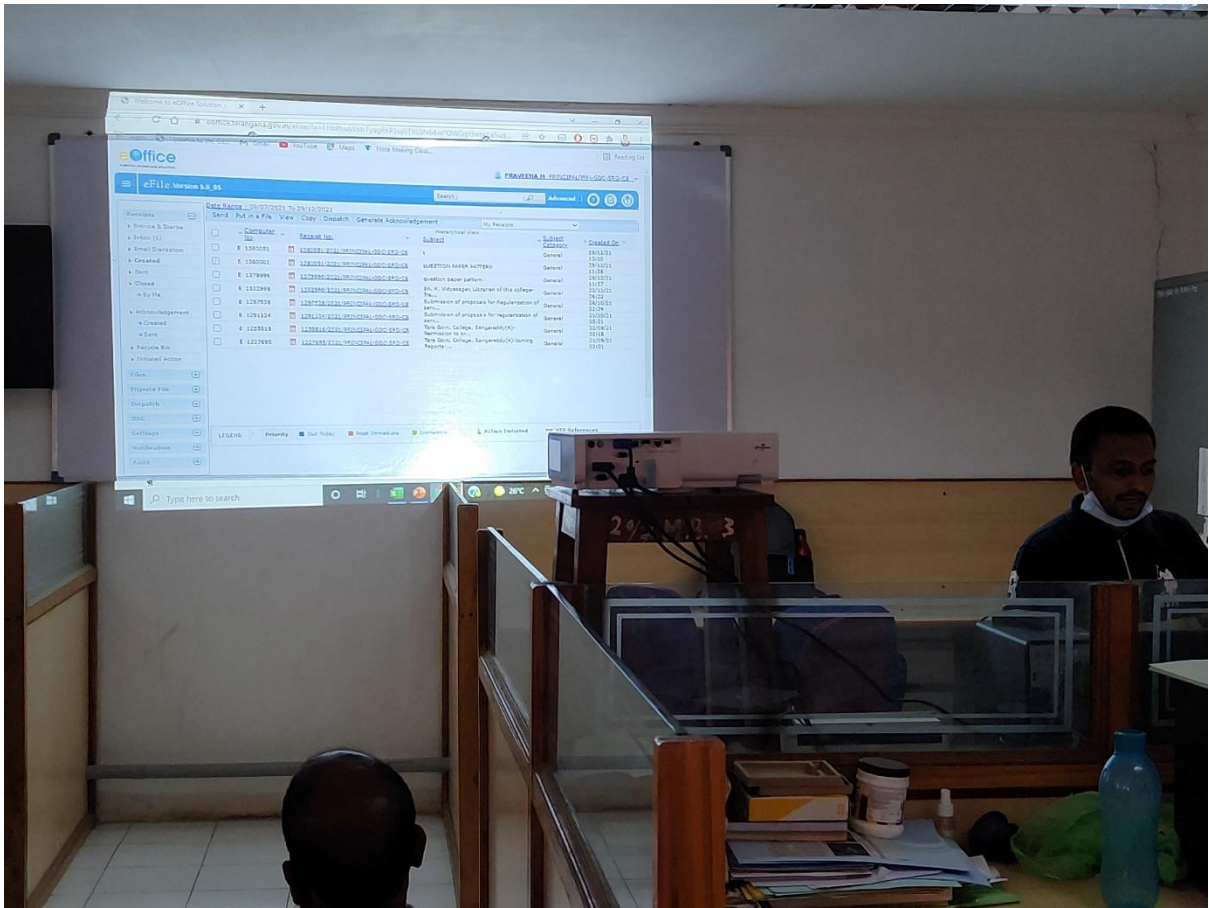
Resource person for this extended technical session is Mr N Venkata Ramana Rao. He dealt with the following points

- E-office- new challenges in the implementation of e-office
- New challenges in examination work- implementation of ICT
- Challenges in CAIMS
- Hands on training of the above.





2021-12-29(Wed) 11:44(AM)







### Technical session III

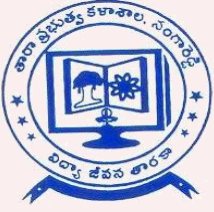
- Hands on training on the above topics
- Practical exercises of the above topics



2021-12-29(Wed) 01:08(PM)



**Feedback by Sri Ramesh, Superintendent,  
Sri Santhosh, Jr Asst.  
Sri Chandra Shekhar, Rec. Asst**



**TARA Government College Sangareddy**  
**(Autonomlous)**



## **Orientation**

To Non-Teaching staff  
(Organisd by the IQAC)



Submitted by

*Internal Quality Assurance Cell (IQAC)*

**TARA GOVERNMENT COLLEGE SANGAREDDY (A)**

**(Re-Accredited 'B' by NAAC)**

**DISTRICT: SANGAREDDY, TELANGANA**

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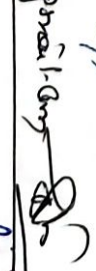




TARA GOVERNMENT COLLEGE, SANGAREDDY(A)




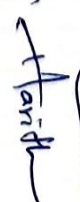
Orientation for Non-Teaching staff,

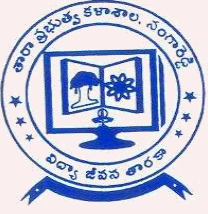
Organized by Internal Quality Assurance Cell (IQAC)

Place: TSKC

Date:

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10	R. Manoj	(R.M)	9006616582		

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14	K. Haritha	Computer Operator (Examination Branch)	9701645780	kathaharitha@gmail.com	
15					
16					
17					
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**TARA Government College Sangareddy**  
**(Autonomlous)**

**Orientation**

To Non-Teaching staff  
(Organisd by the IQAC)



Submitted by

*Internal Quality Assurance Cell (IQAC)*

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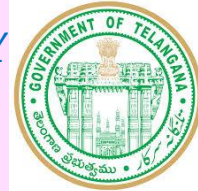


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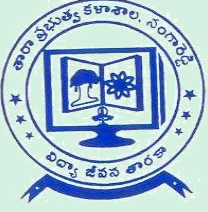
An Orientation Programme  
to  
**GUEST , CONTRACT & PG CONSULTANTS OF TARA**

**Organised by**  
**Internal Quality Assurance Cell,**  
**TARA(A) GDC,**  
**Sangareddy**

on

**30 December 2021**





**TARA Government College Sangareddy**  
**(Autonomlous)**

**An Orientation Programme**

To Guest, Contract and PG consultants of  
**TARA**  
(Organised by the IQAC )



Submitted by

*Internal Quality Assurance Cell (IQAC)*

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Internal Quality Assurance Cell



A brief report on

An ORIENTATION

To Guest, Contract and PG consultants of  
TARA

ORGANISED BY THE IQAC ON 30 DEC 2021



# Tara Government College Sangareddy (Autonomous)



An ISO 9001: 2015 certified college

## Internal Quality Assurance Cell

An orientation to the Guest, Contract and PG teaching staff was organised in the Seminar Hall on 30 December 2021 with the following objectives.

### *Objectives:*

- Most of the staff have little experience and exposure to the HEIs- To inculcate vital aspects of HEIs in them.
- To sensitise the staff with latest know-how and know-whys.
- To impart language skills in day-to-day correspondence.
- To sensitise regarding Mentor -mentee system.
- To create an ambience wherein the staff learn from interaction.
- Sensitise them in the point conduct and ethics.

## **Introduction:**

Internal Quality Assurance Cell (IQAC) of the college conducted an orientation programme for the teaching staff of the college on 30 December 2021. The below – mentioned are the activities that were conducted apart from official inaugural and valedictory and other activities.

## **Inaugural session :**

Inaugural session was chaired by the Principal, Smt M. Praveena. Sri A. Vishweshwara Sharma, Asst Prof of English and Coordinator of IQAC, informed about the objectives of the orientation programme. Sri M. Ramulu, Asst Prof of Public Administration and Additional Controller of examinations, who deals with PG examinations, explained about the conduct of PG examinations, both, internal and external. He also explained the role of a teacher in conducting assessment.

Smt. M. Praveena, Principal of the college and chairperson of the orientation programme, spoke about the relevance of the programme. She went down the memory lane where new teachers used to learn from their senior counterparts. She thanked all the teachers for donning the role of resource persons to impart vital aspects of an HEI in the programme. She also thanked the IQAC for initiating such an orientation programme. Refurbishing one's skill, knowledge is a real wisdom. A few years ago, perform or perish was the buzz word, but in the present time "innovate or perish" is the new *mantra*. She exhorted the teaching staff to learn from one another.



**IQAC Coordinator explaining the objectives of the orientation programme**



**Smt M. Praveena, Principal, giving inaugural address**



### **Sri Md. Jaleel introducing about the nuances of language**

Sri Md. Jaleel gave his talk on Language Nuances and communication barriers among students- how to overcome? Main points of his interactive talk are :

- Language is an inalienable part of human discourse, more so in an HEIs setting.
- Barriers for communication.
- How to give instructions and help a student achieve self-discipline.
- He also addressed a few queries raised by the participants.

Dr. Rapolu Srinivas, Assistant Professor of Telugu and academic coordinator of the college has taken the topic on Academics and conduct of examinations. His lecture could be summed up in the following points.

- ✚ Teaching plans- preparations- nuances.
- ✚ Outcomes and their relevance in a student's syllabus
- ✚ Teaching diaries- their importance
- ✚ New methods and methodologies
- ✚ Conduct of examinations – new rules in the wake of COVID-19 period.



**Dr. R. Srinivas, Academic Coordinator, informing about academic activities**





### **Dr Ch Jyotsna, a talk on constitutional values**

Dr. Ch Jyotsna, Assistant Professor of Political Science has taken the topic on the administrative aspect of teacher. Her talk may be summarised as

- ✚ Self-discipline of a teacher- punctuality
- ✚ Planning and its importance.
- ✚ Constitutional values, rights and obligations of a student.
- ✚ Importance of a teacher in the present world with special reference to COVID-19 world.



### **Sri Ravi Kumar, on examination system- reforms and the role of teacher in HEI's**

Sri M. Ravi Kumar, Assistant Professor of Chemistry, has dealt with the topic of examination system, reforms and the role of a teacher. His talk could be summed up as

- ✚ Examinations in the COVID-19 era- do's and don'ts
- ✚ Social distancing- its relevance- measures to be initiated.
- ✚ Measures to be taken while allowing students into the examination hall.
- ✚ Seating arrangement
- ✚ Distribution of answer booklets, question papers- principles and nuances.
- ✚ Invigilation duties- nuances- relevance and importance.
- ✚ How to deal with the emotional aspects of students during examinations.
- ✚ How to be strict and yet polite during examinations.

- ✚ Main Answer Booklet- what is to be filled in by the students and by teacher- points to be noted.
- ✚ How to fill the D-form, attendance sheets etc.
- ✚ What are the points to be noted while submitting the answer booklets of students after examination?
- ✚ He sought the support o teachers for the smooth conduct of examinations.
- ✚ He answered a few queries raised by the teachers.





### **Dr Naleshwaram Shankaram**

Dr. Naleshwaram Shankaram has taken a topic on “How reading and developing depth in subject helps us become a real teacher?” A few glimpses of his lecture include:

- ✚ How to cite relevant quotations in the topic- a few practical examples with telugu literature.
- ✚ Essence of humour in a classroom situation.
- ✚ Conduct rules and professional ethics
- ✚ Projects and assignments.
- ✚ How to nurture creativity among students and how to channelise them for their future.



**Mr Ramesh Babu, Controller of examinations and Assistant Professor of Zoology.**

- The main points in his talk were
- Life sciences teaching – what could be learned from other topics- take aways.
- Practicals- laboratory- Dos and Don'ts in the COVID-19 period.





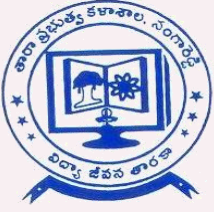
**Mr. A. Vishweshwara Sharma, IQAC coordinator**



The last session was taken by Sri **A. Vishweshwara Sharma**, **Assistant Professor of English and IQAC coordinator** of the college. Main points of his interactive session include:

- ❖ Quality – a defining element of NAAC- So is it of the college.
  - ❖ Introduction about NAAC
  - ❖ What is IQAC?
  - ❖ What are the vital elements of the seven criteria?
  - ❖ Policy matters- what are they?
  - ❖ How to motivate students to form part of the quality mission of the college?
  - ❖ What is the code of conduct? What is ethics policy of the college?  
Do's and Don'ts
  - ❖ Explanation for doubts raised by the participants.
- 
- Vote of thanks was offered by Sri B. Shanthi Kumar, Lecturer in English

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# TARA Government College Sangareddy (Autonomlous)



## Orientation

To To Guest, Contract and PG consultants of  
TARA  
(Organisd by IQAC)



Submitted by

*Internal Quality Assurance Cell (IQAC)*

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**TARA GOVERNMENT COLLEGE, SANGAREDDY (A)**  
**SANGAREDDY DISTRICT, TELANGANA STATE**

Re-Accredited with "B" Grade by NAAC

**'ONE-DAY ORIENTATION'**

For

**Faculty**

On

**30 DECEMBER 2021**

**Organized by**

**Internal Quality Assurance Cell**

**LIST OF PARTICIPANTS**

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**TARA GOVERNMENT COLLEGE, SANGAREDDY (A)  
SANGAREDDY DISTRICT, TELANGANA STATE**

Re-Accredited with "B" Grade by NAAC

**'ONE-DAY ORIENTATION'**

For

Faculty

On

**30 DECEMBER 2021**

**Organized by**

**Internal Quality Assurance Cell**

**LIST OF PARTICIPANTS**

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19. N. Norahani

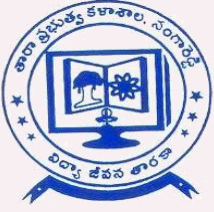
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# TARA Government College Sangareddy (Autonomlous)



## Orientation

To To Guest, Contract and PG consultants of  
TARA  
(Organisd by IQAC)



Submitted by

*Internal Quality Assurance Cell (IQAC)*

**TARA GOVERNMENT COLLEGE SANGAREDDY (A)**

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# Tara Government College Sangareddy (Autonomous)



An ISO 9001: 2015 certified college

*Telangana Skills and Knowledge Centre*

Training on QFix

TSKC of Tara government College Sangareddy (A) organised an on-hands training programme to the staff of examination branch on 23 April 2022.

### *Objectives:*


- To train staff on QFix.
- To sensitise about the latest changes that occurred in the QFix

Telangana Skills and Knowledge Centre (TSKC) unit of college conducted a training on QFix to the staff working with examination branch on 23 April 2022. In the programme, Sri N. Venkata Ramana, trainer, served as a resource person. He started the programme by explaining the platform QFix and its uses to the college. Then he explained the latest changes that occurred in the payment mechanism and a few modifications in procedures. He helped the staff to work on the gateway. He also explained how to raise query in case of any glitches.

Tara Government College Sangareddy (A) college has adopted cashless payments for admissions, examinations and other fee for students. This is transparent, efficient and speed. It is hassle free as students do not need to stand in queues.

A few photos are enclosed.



## Screen shots of Qfix payment gateway.



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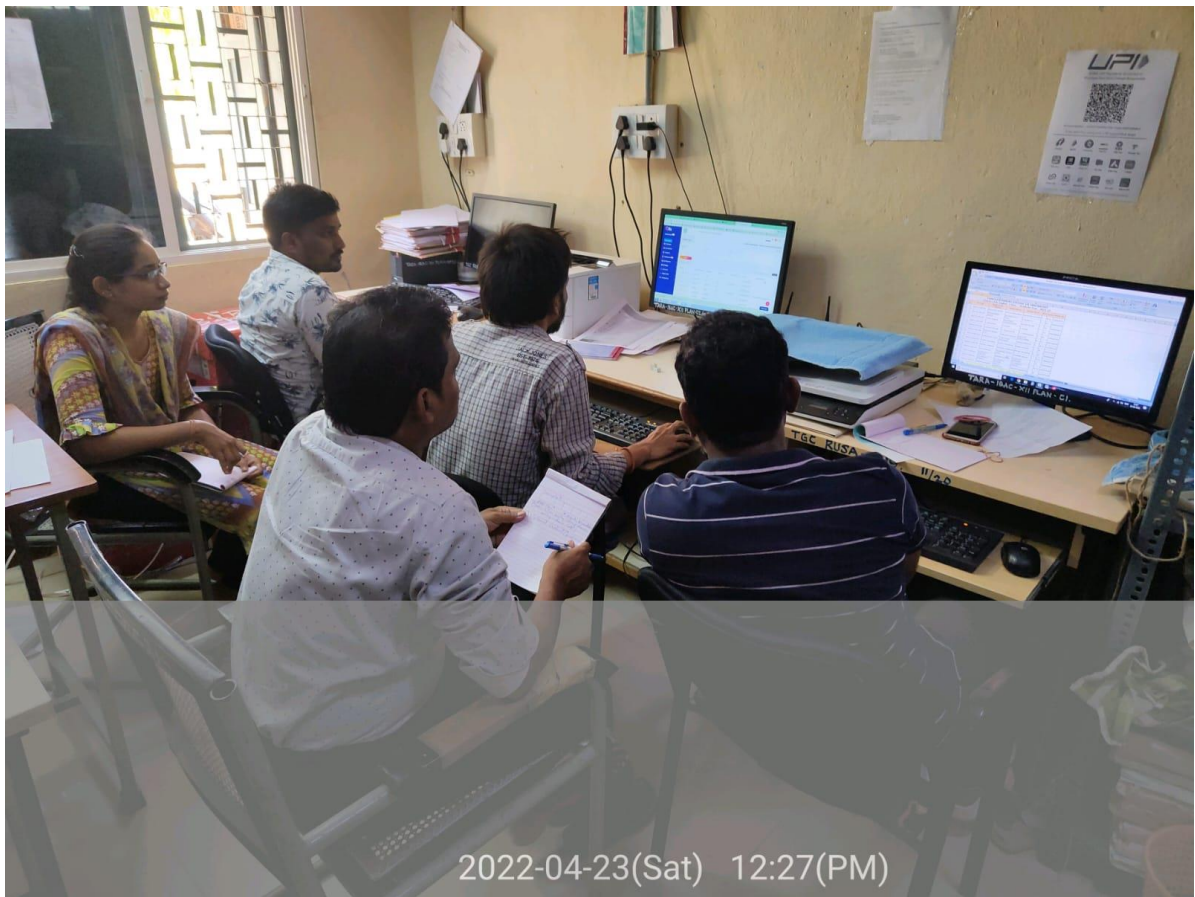
Select Branch

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2022-04-23(Sat) 12:27(PM)





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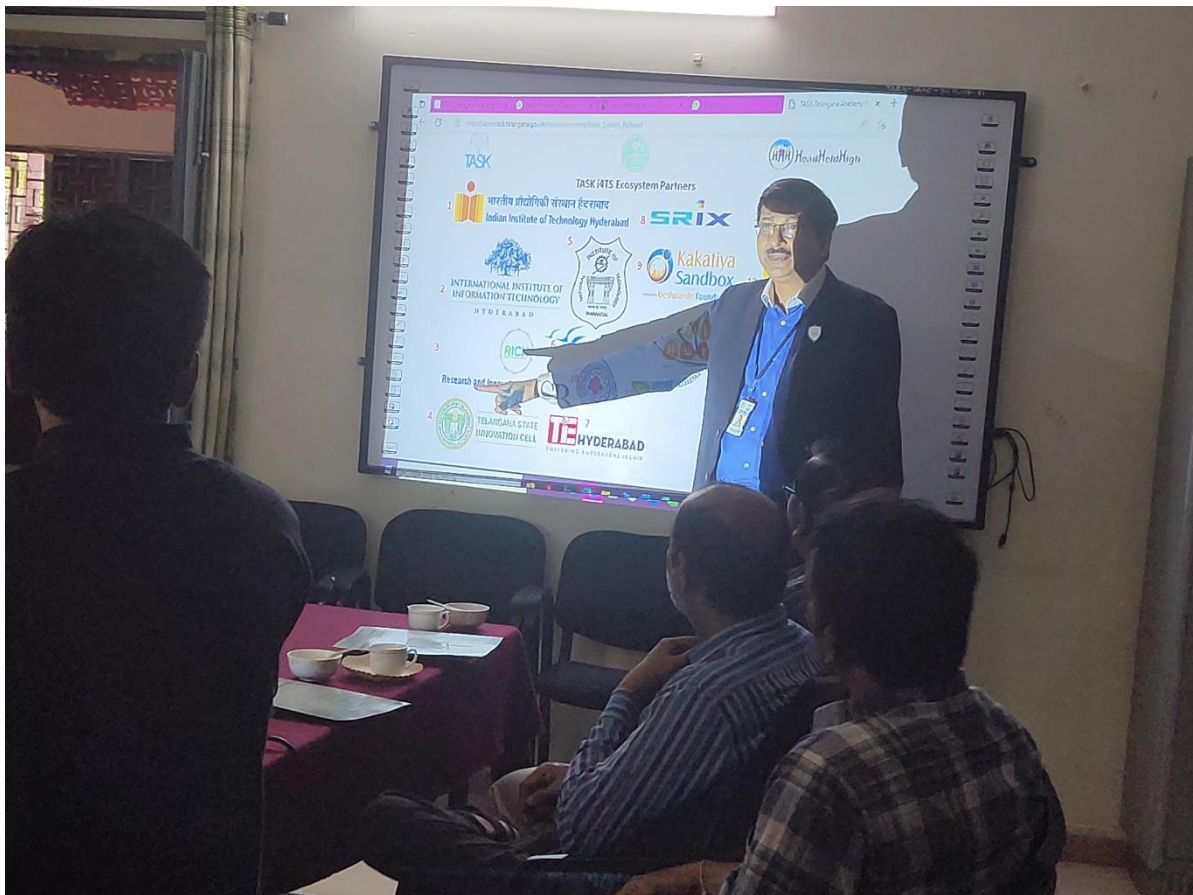
Telangana Skills and Knowledge Centre

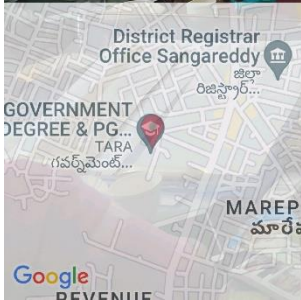
## Training of staff on TASK

Telangana Academy for Skills and Knowledge of tara Government College, Sangareddy (A) on 30 June conducted a programme on training of selected staff of the college and also invited the principals, TSKC coordinators, TSKC mentors in the district degree colleges. The programme was started by the initial remarks of Smt M. Praveena, principal of the college. She requested the TSKC coordinator to invite Shri Krishna Sinha, CEO of TASK. Sri A.V. Sharma, coordinator, TSKC explained about the status of TASK and TSKC at the college briefly and requested Shri Krishna Sinha to start the training on TASK.

Shri Krishna Sinha explained the services offered by the TASK (Telangana Academy for Skill and knowledge) to all the educational institutions in the state. He explained why the new website version is being launched. He delved deep on the services of TASK. The MoUs reached by the TASK almost doubled. From a few weeks now, the new website is going to offer services that are priceless, cost affordable and speed. As he revealed, it came to the light that the new TASK website is going to offer wonderful services. All data will be available. Students can pick the job of their choice. There will be end-to-end connection. He concluded saying that the services available to the students could be best utilised only when the students are empowered through correct

information. He enquired the availability of resources at the institution. He also instructed Mr Muthyam Kumar, the regional manager TASK, to explain about the services and training programmes offered by TASK. The participants offered gratitude to Shri Krishna Sinha for his services by felicitating him. Vote of thanks was offered by Sri A.V. Sharma.





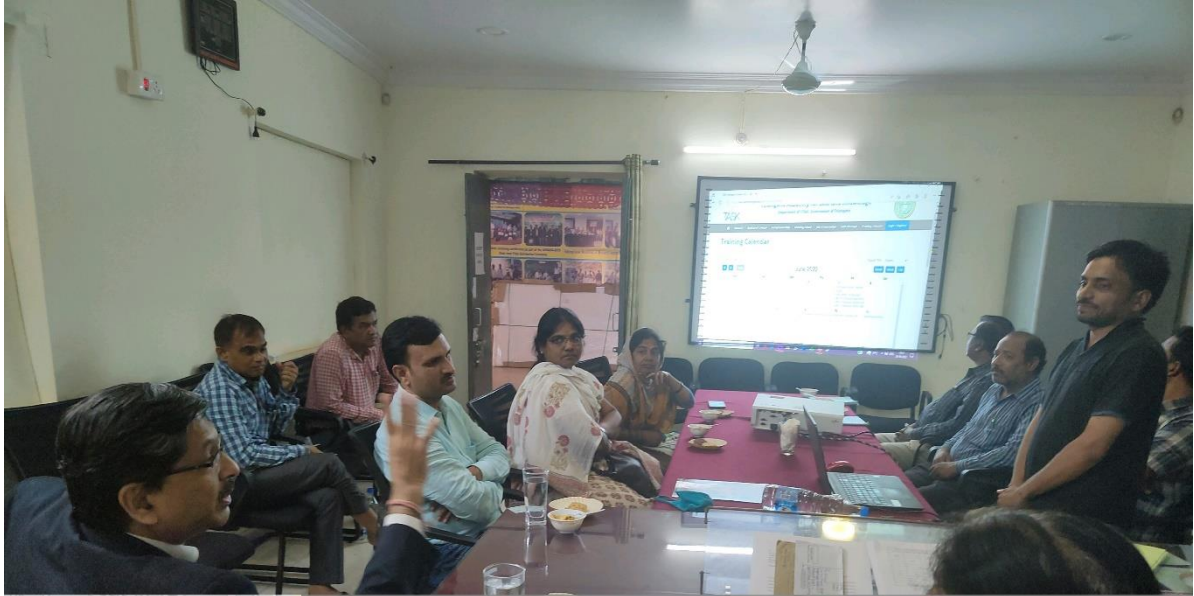
Prashanth Nagar Colony, Balaji Nagar, J34G+9WW, Prashanth Nagar Colony, Ahmed Nagar, Sangareddy, Telangana 502001, India

Sangareddy  
Telangana  
India

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84°F

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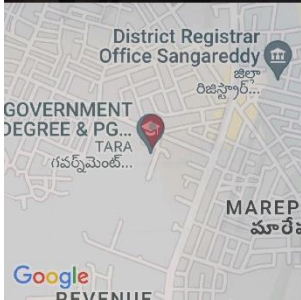
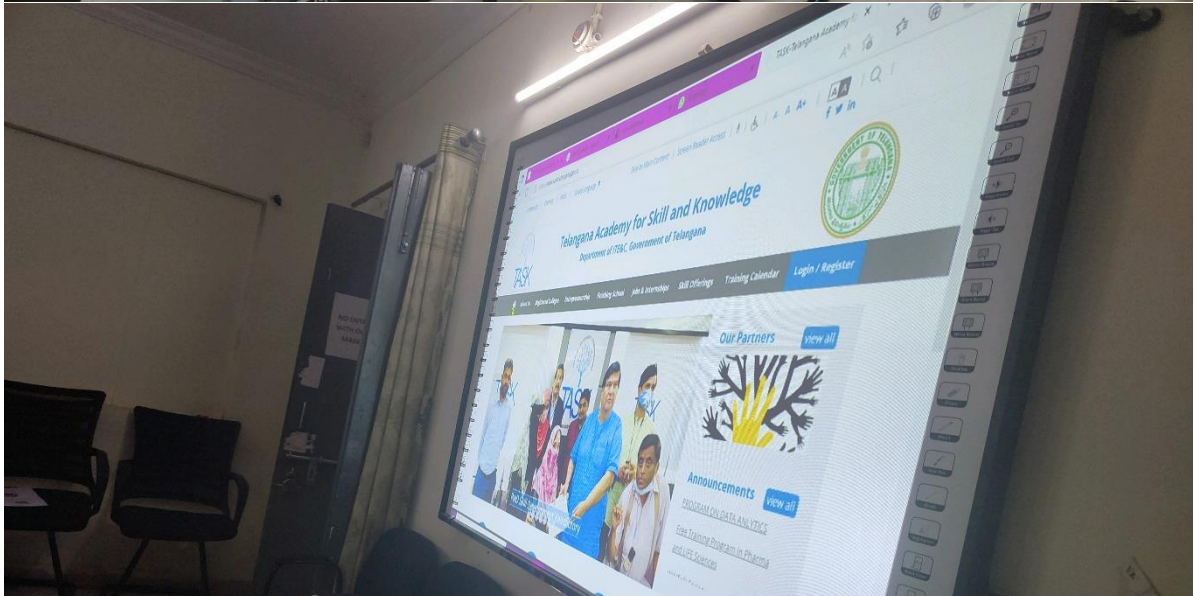
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Sangareddy  
Telangana  
India

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84°F

2022-06-30(Thu) 03:25(PM)





Prashanth Nagar Colony, Balaji Nagar, J34G+9WW, Prashanth Nagar Colony, Ahmed Nagar, Sangareddy, Telangana 502001, India

Sangareddy  
Telangana  
India

2022-06-30(Thu) 04:17(PM)



29°C  
84°F





District Registrar  
Office Sangareddy

జిల్లా  
రిజిస్ట్రార్...  
గవర్నమెంట్...  
MAREP  
మా రేజి

GOVERNMENT  
DEGREE & PG...  
TARA  
గవర్నమెంట్...  
MAREP  
మా రేజి

Google  
REVENUE

Prashanth Nagar Colony, Balaji Nagar, J34G+9WW, Prashanth Nagar Colony, Ahmed Nagar, Sangareddy, Telangana 502001, India

Sangareddy  
Telangana  
India

2022-06-30(Thu) 04:12(PM)

29°C  
84°F



Prashanth Nagar Colony, Balaji Nagar, J34G+9WW, Prashanth Nagar Colony, Ahmed Nagar, Sangareddy, Telangana 502001, India

Sangareddy  
Telangana  
India

29°C  
84°F

2022-06-30(Thu) 04:10(PM)



District Registrar  
Office Sangareddy

GOVERNMENT  
DEGREE & PG...  
TARA

MAREP  
మార్కెట్

Google  
REVENUE

Prashanth Nagar Colony, Balaji Nagar, J34G+9WW, Prashanth Nagar Colony, Ahmed Nagar, Sangareddy, Telangana 502001, India

# Sangareddy

## Telangana

### India

2022-06-30(Thu) 03:55(PM)

29°C

84°F





**WELCOME TO THE STAFF OF TARA**





# PRESENTATION SKILLS

**A. Vishweshwara Sharma**

**Asst. Professor and**

**Head, Department of English**

**TARA GDC SANGAREDDY (A)**



# Definition

**A structured , prepared speech based on means of communicating information to audience in order to inform or persuade them**

# Why

- To properly structure your presentation
- To overcome nervousness and develop a powerful body language
- To deliver effective presentation



# Students study project Solar car – Manipal University



# Plan for success

- **Be thorough with your topic**
- **Consult Library or any other resources such as Internet**
- **Research increases your confidence**

# Who is Samantha ?

# Ethos



# Dr. Achyutananda Samantha



# Plan for success

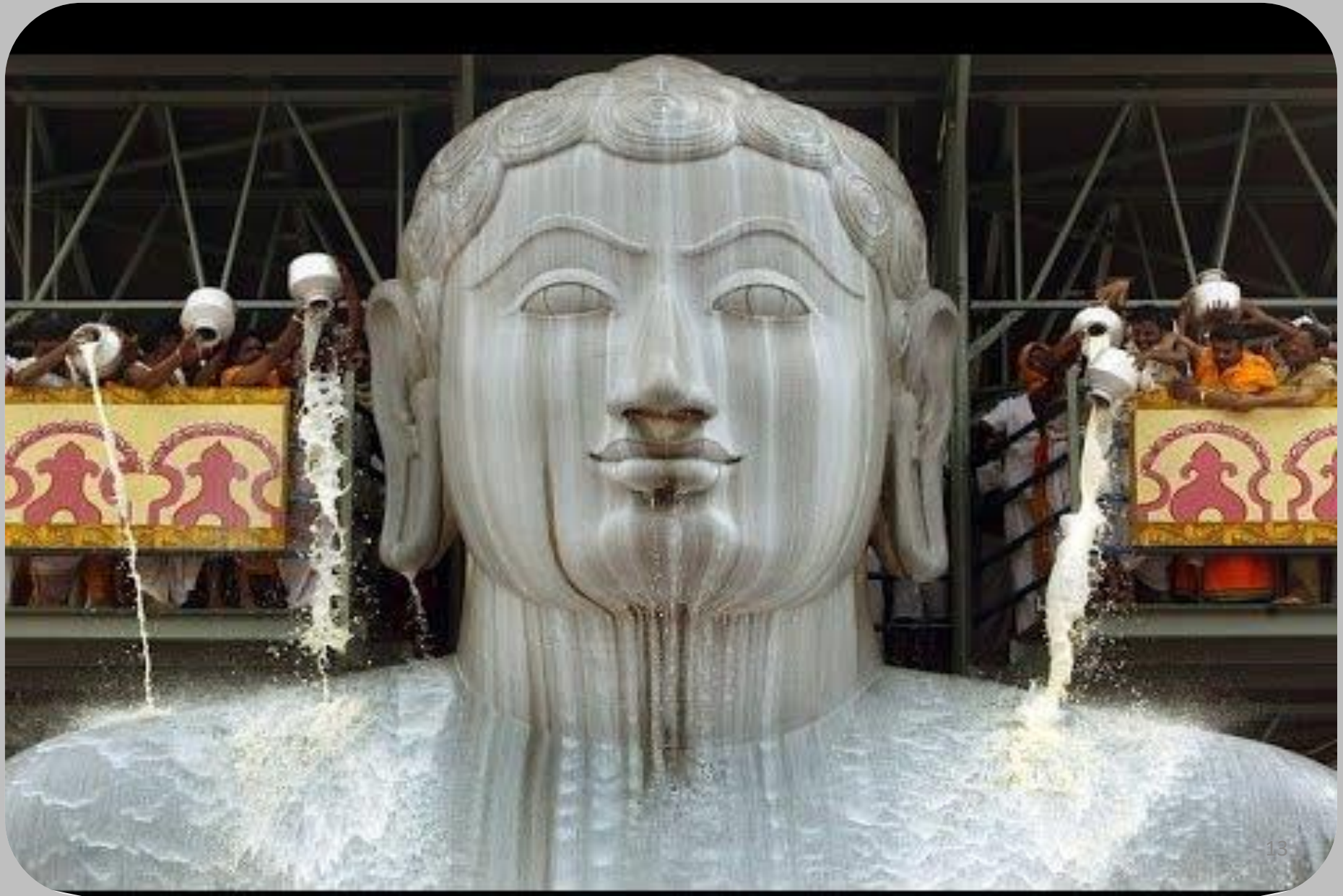
- Express your ideas clearly in the introduction
- Relevance and Importance
- Support your argument with facts, graphs etc.

# Who is Bahubali ?

# Bahubali



# Bahubali





# Introduction

- Ask a question

Who is Somaye Mehri ?



# Making faces



# Introduction

- **Shocking fact**



**Father Of The Year !**

# Shocking fact



# Introduction

Illustrate a story or an example

# Arunima Sinha







# BORN AGAIN ON THE MOUNTAIN

A Story of Losing  
Everything and  
Finding It Back

'Simply inspirational'  
YUVRAJ SINGH

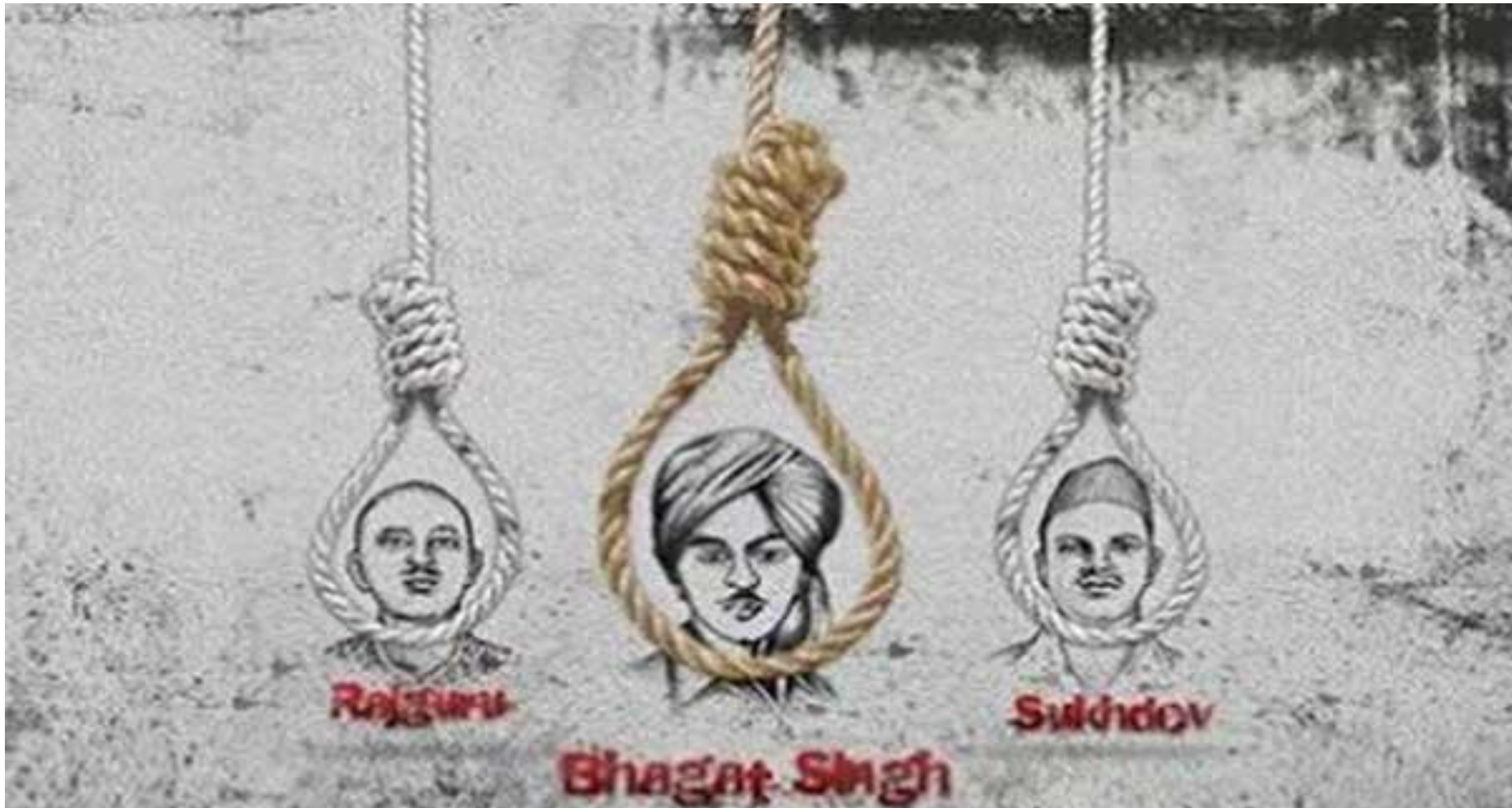
ARUNIMA  
SINHA



# Chesley Sullenburger



# Introduction



**A historic event**

# Introduction

Inspiring



TOTALLY  
COOL  
PIX.COM

Inspiring



Medical identification tag with Chinese text and a logo.

# Introduction

## Quotation

# With a quotation

సృష్టిలో ఏ తప్పు లేదు.  
ఉన్న తప్పంతా మన  
'దృష్టి'లోనే ఉంది.

# Introduction

## Humour



# Humour



Expand the following

$$\text{Equation } (x+2)^2$$

Solu

$$(x+2)^2$$

$$= (x+2)^2$$

$$= (x + 2)^2$$


$$= (x + 2)^2$$

$$= (x + 2)^2$$

00  
10  
50

# వడియాలు లేవా అల్తా





**గణేశ్ నవరాత్రులకు భారీ బందోబస్తు**



Son

Dad



**Generation gap**

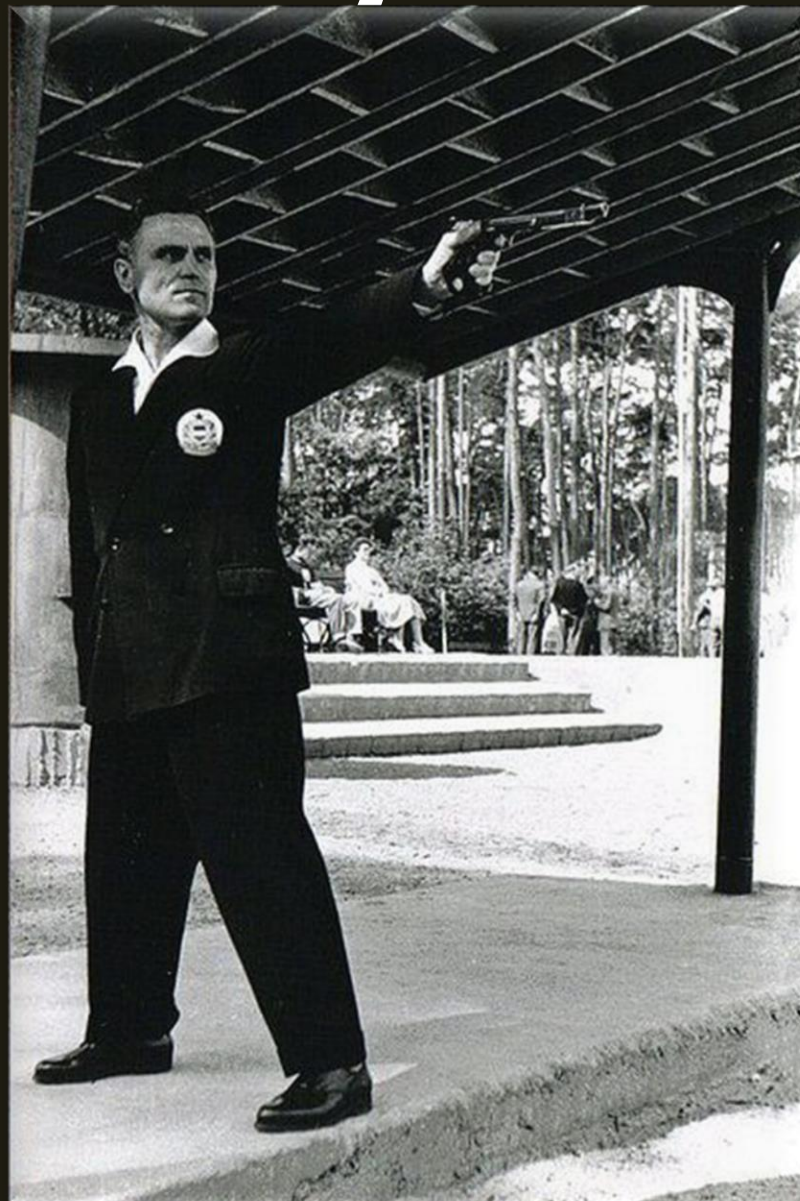
# Main part

- **Structure your presentation effectively**
- **Briefly say what you are going to present**
- **Make a presentation**
- **Finish off by repeating main points- conclusion**

# Structure of a Presentation

- Logical
- Well- organized
- Creative
- Facts, Graphs, Stories to support your main ideas

# Károly Takács





# Hugh Herr



# Inoculation



# Poorna and Anand



# Plan your time wisely

- Confine yourself in the stipulated time

# Consider using technology

- **Power Point Template**
- **Less than 6 lines 40 font**
- **Visuals**
- **Video clips**
- **Images**

# Uses of a PPT

- Turnstile
  - Mannequin
  - Tumbler
  - Electrocution
  - Winnow
- Plait/ Braid
  - Ladle
  - Look alike
  - Tiny
  - Niche

A photograph of a rusty metal turnstile in a doorway. The turnstile is made of light-colored metal with significant rust, especially on the top rail and vertical bars. It is positioned in a narrow opening between two white walls. The floor is concrete. The text "TURN STILE" is overlaid in the center in a bold, pink, sans-serif font.

**TURN STILE**



**Braid**



**PLAIT**





**MANNEQUIN**

# Consider using technology



Vabzz  
Entertainment

**YOU MAY TAKE NOTES**

# ***SELF CONTROL***



# Mnemonics

Karela



Kerala



# Green house



**This Is Called**



**Higher Studies.**





Ladle

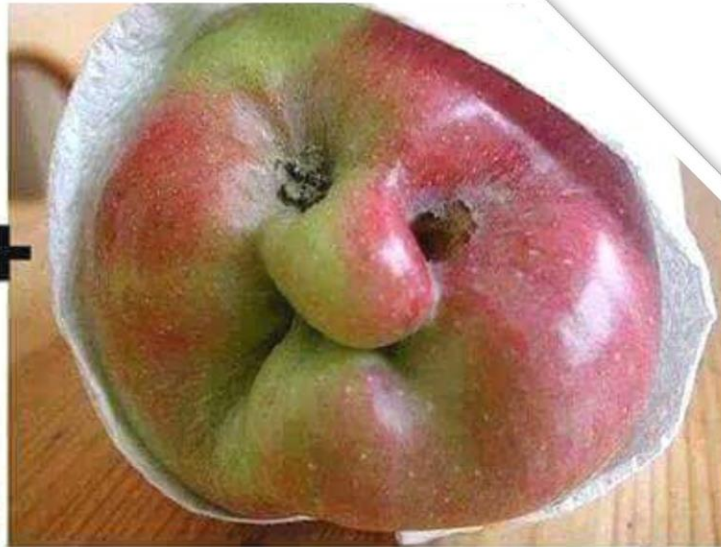








+



=



Lookalike

art, design, and creations

# Rolling pin



# Tumbler



# Electrocuted



# Winnow





# DOING THE DISHES

# Preparation and Practice

- **Till you feel comfortable with your subject matter**
- **Do not memorize**



# Practice makes one...



Bruce Lee

I fear not the man  
who has practiced  
10,000 kicks once,  
but I fear the man  
who has practiced  
one kick 10,000 times.

InspirationBoost.com

# Before Presentation

- **Arrive early**
- **Meet and greet**
- **Look energetic and enthusiastic**
- **Dress properly (Jignasa)**

# Before Presentation

- Use visualization
- Phobia
- Take deep breaths

# During Presentation

- **Smile- It Releases endorphins**
- **Replaces anxiety with calm**
- **Exhibits confidence and enthusiasm**
- **Feel good factors**

# During Presentation

- **Actively engage the audience by asking questions**
- **Anecdotes**
- **Stories**

$$1=5$$

$$2=25$$

$$3=35$$

$$4=45$$

$$5=?$$

# Jelly fish and snail



# During Presentation

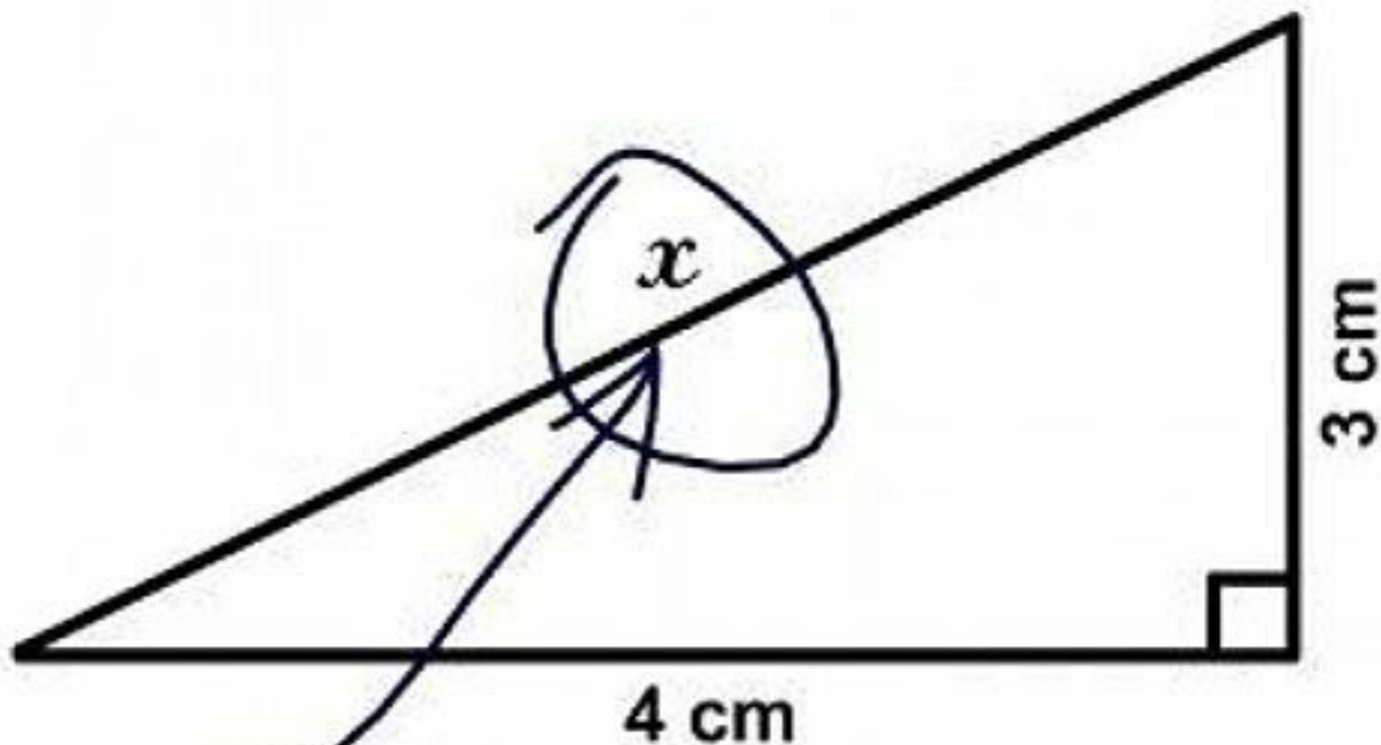
- **Be human**
- **Entertaining**
- **Gestures**
- **Emotions**



# Creativity



**3. Find  $x$ .**



*Here it is*

Solve  $k = \frac{1 + \sin x}{n}$ .

$$k = \frac{1 + \cancel{\sin x}}{\cancel{n}}$$

$$= 1 + \sin x$$

$$= 1 + 6$$

$$= 7 \#$$

~~Stupid~~

Ambiguity

# During Presentation

- **Accept if you do not know answer**
- **Increases your credibility**
- **No one is omniscient**
- **Ask any doubt**

# Power of stance

- **Positive body language**
- **Exude confidence**
- **Gestures**
- **Eye contact**

# SOFTEN

- **S**mile
- **O**pen Stance
- **F**orward Lean
- **T**one of Voice
- **E**ye Contact
- **N**odding

# Finish strong

- **Conclusion – Logical and effective**
- **Repeating main points**
- **Thank the audience**

# Feedback

- Objective
- Video record
- Questionnaire
- Honest analysis



# Feedback

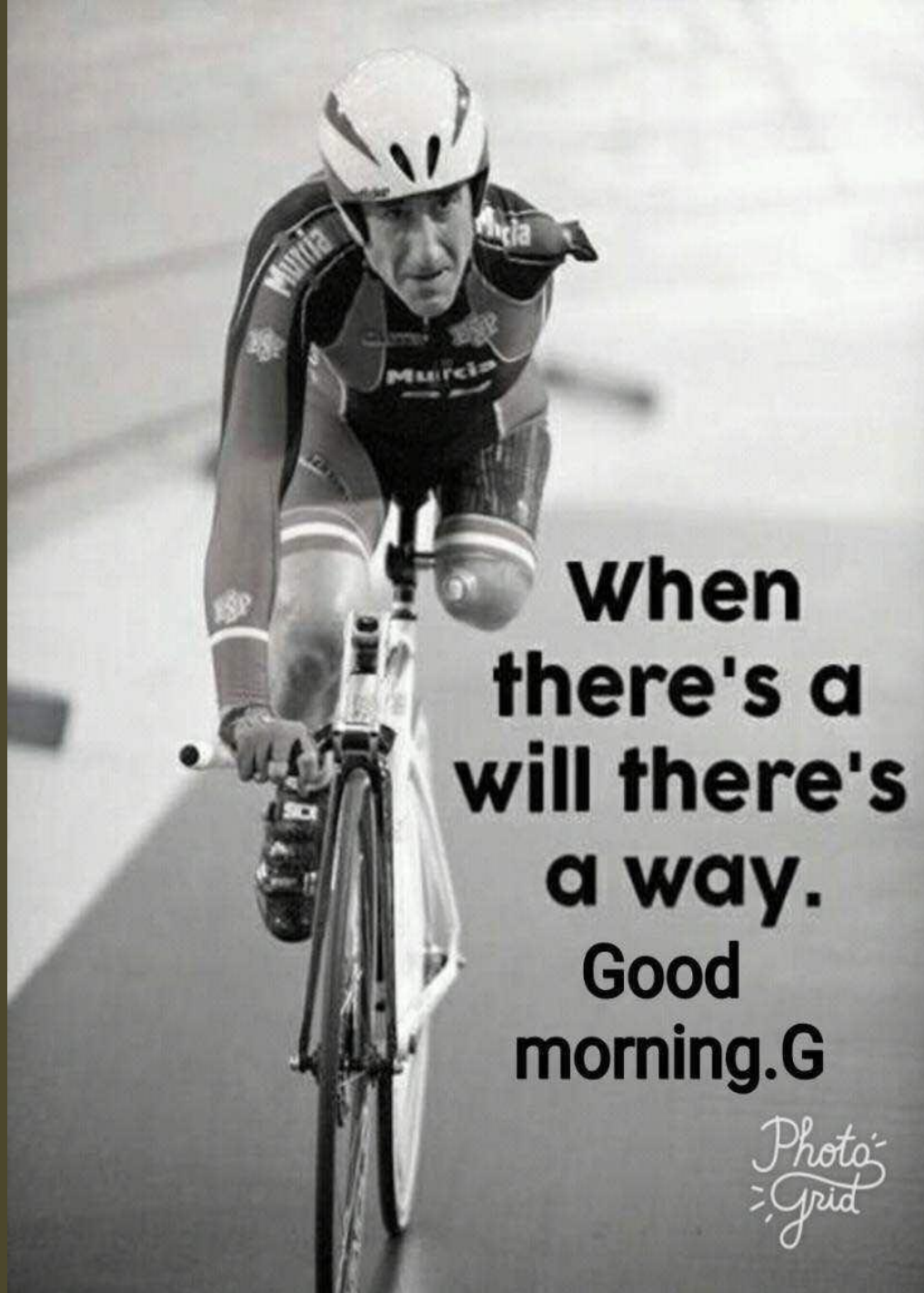


# Conclusion

- Importance of presentation
- How to make a presentation
- Visual aids



సంకల్పం మంచిది అయితే  
సాధించే శక్తి దానంతట అదే వస్తుంది



**When  
there's a  
will there's  
a way.**

**Good  
morning.G**

*Photo  
Grid*

Any questions?



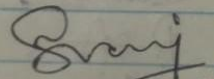
THANK  
YOU

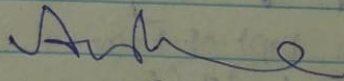
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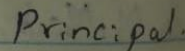
22  
Faculty Forum Session on  
"Presentation Skills"

The Faculty forum has organised an awareness programme on "Presentation Skills"

The resource person for the session is Sri. A. Vishweshwara Sharma, Asst. Prof. English. The programme is to provide <sup>inputs</sup> and to improve the presentation skills for all the staff members.

  
Incharge.

  
Resource Person

  
Principal.

Name of the Faculty	Designation	Feedback	23 Sign
Dr. K. Jyothi	Asst Microbiology	Good	[Signature]
Dr. S. Vijaya	Asst. Prof of Botany	Excellent	[Signature]
R. Sreedhar	Asst. Prof. of Chem	good	[Signature]
Dr. Rajendra Sreenivas	Asst. Prof. of Telugu	Excellent	[Signature]
L. Vinodha	Faculty in History	good	[Signature]
P. Chandrashekar	Faculty in Economics	good	[Signature]
Sarda & Jyothi	Faculty in Hindi	good	[Signature]
R. Shiva Deepthi	Assistant professor	Useful	[Signature]
R. Sumathi Devi	Faculty of Telugu	Excellent	[Signature]
D. SANDEEP	Faculty in political science	good	[Signature]
D. Anupama (Asst Prof)	Dept. of Biotechnology	v. good	[Signature]
Dr. M. Pragna Sree	Asst Prof in Telugu	good	[Signature]
Dr. I. Sandhya	lect in Telugu	Excellent	[Signature]
Dr. M. Manjari	Asst Prof. of Telugu	Good	[Signature]
S. Naga Prasad	Lecturer of CS	Excellent	[Signature]
K. Abhijit	Asst. prof. of chemistry	Excellent	[Signature]
N. Siddulu	Asst Prof of Botany	v. Good	[Signature]
K. Anil Kumar	Lecturer in maths	v. good	[Signature]
Y. Sumita	Lecturer in Maths	Excellent	[Signature]
M. Kushma	" " Comp. Sci	Good	[Signature]
V. Satya Prasad	Asst Prof of Physics	good	[Signature]
Dr. A. Venkatesham	Asst. prof. of Economics	Good	[Signature]
G. Venkatesham	Lecturer in Maths	excellent	[Signature]
M. Bhavana	Dept. of Maths	good	[Signature]



# TARA GOVERNMENT COLLEGE (A), Sangareddy

## *Prevention of sexual Harassment of Women at workplace* (FACULTY FORUM)

Resource person: DR. Ch. Jyothsna



Dt: 27-08-21

20

Faculty Forum Session on  
"Prevention of Sexual Harassment of Women  
at Workplace"

The Faculty forum of Para Govt. College (A) has organised an awareness programme on "Prevention of sexual harassment of Women at workplace". The resource person for the session is Dr. Ch. Jyothsna, Asst. Prof. Pol. Science. The historical background of the act, and other details were elaborated to the staff in this programme.

Smiti  
Incharge

Dr. Ch. Jyothsna  
Resource person

Principal.

Faculty Name	Dept & Designation	Feedback	Sign.
V. Manoj Kumar	Dept of Chemistry	Excellent	<u>Manoj</u>
K. Sreedhar	Dept. of chem	Excellent	<u>Manoj</u>
S. Naga Prasad	Dept of cs	Good	<u>S. Naga Prasad</u>
Sardar Jyothi	Dept of Hindi	Excellent	<u>Sardar Jyothi</u>
R. Sumathi Devi	Dept of Telugu	Good	<u>R. Sumathi</u>
D. Annapurna (Asst Prof)	Dept of Botany	v-good	<u>Annapurna</u>
Dr. M. Manjushree	Asst prof in Telugu	v-good	<u>Manjushree</u>
Dr. I. Sankhya	Lect in Telugu	good	<u>I. Sankhya</u>
Dr. Rajulu Sreenivas	Asst. prof of Telugu	Excellent	<u>Rajulu Sreenivas</u>
D. SANDEEP	DEPT of political science	good	<u>Sandeep</u>
L. Vinodha	Dept. of History	excellent	<u>Linu</u>
P. CHANDRASHEKHAR	Dept. of Economics	good	<u>P. Chandrashekar</u>
Dr. M. Manthash	Dept. of Telugu	good	<u>Manthash</u>
R. Shiva Depti	Dept. of Chemistry	Useful	<u>R. Shiva Depti</u>
K. Abhijit	Dept of Chemistry	good	<u>Abhijit</u>
Dr. S. VISHVA	Dept. of Botany	excellent	<u>S. Vishva</u>
M. Siddulu	Dept of Botany	Excellent	<u>M. Siddulu</u>
Dr. K. Jyothi	Dept. of Microbiology	Good	<u>K. Jyothi</u>
M. Bhavana	Dept of Maths	Useful	<u>M. Bhavana</u>
Yo. Sanita	Dept. of Maths	good	<u>Yo. Sanita</u>
G. Venkatesham	Dept of maths	good	<u>G. Venkatesham</u>
K. Anil Kumar	Dept of maths	useful	<u>Anil Kumar</u>
N. Shyam prasad	Dept of Commerce	good	<u>N. Shyam prasad</u>
P. R. Ratan Kumar	Dept of physics	good	<u>P. R. Ratan Kumar</u>
P. Jagadishwar	Dept of Economics	good	<u>P. Jagadishwar</u>



Tara Government College Sangareddy  
(Autonomous)

An ISO 9001: 2015 certified college



## Internal Quality Assurance cell

*Training of staff on Quality aspects of NAAC*

**3 August 2022**

After identifying the gap of quality aspects, the IQAC initiated the training programme for the staff of Tara Government College Sangareddy (A). IQAC embarked on the training of staff on 3 August 2022.

### *Objectives:*

- To train staff on quality aspects of NAAC
- To hone skills of the staff.

The training of the staff started after Sri Venkatesham invited dignitaries of the programme. He requested the chairperson of the IQAC to give her speech. Smt. M. Praveena introduced about the main topic of the training programme and invited sri A.V. Sharma to start the session. Sri A.V> Sharma introduced the quality aspects of NAAC process and explained about quality documentation. He also explained how to save time and paper for quality documentation. Next topic of the session was dealt with by Dr. K. Abhijit. He explained about the research and innovation aspects of the NAAC. He explained key indicators of the third criterion. He stated live examples as to how one is confused in indexes.



Sri Venkatesham invited dignitaries



Ms. M. Praveena, principal -addressing the gathering





Sri A. V. Sharma, explaining quality documentation





Dr. K. Abhijit lucidly delineating research aspects



Dr. K. Abhijit explaining about the role of IQAC in quality documentation

- Vote of thanks was offered by Sri M. Krishna, lecturer in Computer Science.





Tara Government College Sangareddy  
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**Internal Quality Assurance Cell (IQAC)**

**Training Programme of Faculty**

03 August 2022

S.No	Name	Designation	Signature
1	G. Shiva Shanker	Lecturer in Computer Sci.	
2	Prathibha. C	Lecturer in Computers	
3	M. Krishna	Lecturer	
4	S. Devender	" "	
5	P. Nilochana	Lecturer in Computers	
6	K. ARUNKUMAR	Lecturer in History	
7	M. Sajalitha	Lecturer in English	
8	K. Anil Kumar	Lecturer in Maths	
9	Dr. M. Hanjusa	Asst. Prof. in Telugu	
10	Ge. Sada Siva Goud	Record. Ast.	
11	Mel. Taleel	Asst. Prof.	
12	P. V. Gunidhar Gowd	Librarian	
13	Dr. Rapolu Sreenivas	Asst. Prof.	
14	Dr. G. Jagadeeshwar	Asst. Prof. of Economics	

IQAC Coordinator

Principal (IQAC)  
TARA GOVT. COLLEGE  
AUTONOMOUS  
SANGAREDDY-502 001



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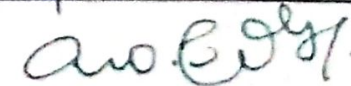
Internal Quality Assurance Cell (IQAC)

Training Programme of Faculty

03 August 2022

S.No	Name	Designation	Signature
1.	D. Sravana Keethu	Lecturer in Computer Science & Applications	D. Keethu
2.	A. Sudhakar	Lecturer in Statistics	Sudh
3.	B. Lavanya	Lecturer in Computer Science & Applications	Lav
4.	G. Venkatesham	lect in mathematics	G. Ven
5.	Y. Sunita	lect in mathematics	Y. Sunita
6.	P. Chandra Shekar	Lect In. Economics	P. Chandra
7.	M. Raju	Lect. in. Botany	M. Raju
8.	Y. Prashant Kumar	B.A. in English	Y. Prashant
9.	M. Ganeshwar	A.C in Botany	M. Ganeshwar
10.	N. Siddulu	Asst. Prof of Botany	N. Siddulu
11.	Y. Ramesh Babu	Asst. Prof of Zoology	Y. Ramesh Babu
12.	B. Venugopal Reddy	A.C in Commerce	B. Venugopal Reddy
13.	S. Sathaviah	A.C in Pol. Sci	S. Sathaviah
14.	G. Ananth	Asst. in. Physics	G. Ananth

  
IQAC Coordinator

  
Principal (IQAC)  
TARA GOVT. COLLEGE  
AUT. NO. 10/25  
SANGAREDDY-502 001

# TARA GOVERNMENT COLLEGE (A), Sangareddy

Tricks and Tales of ICT inclusion in teaching

(FACULTY FORUM)

*Resourse person : K. Sreedhar*

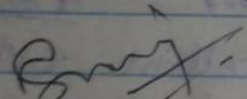


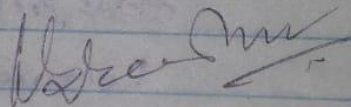
24

Faculty Forum Session  
on"Tricks & Tales of ICT inculcation in Teaching"

In view of pandemic, there has been an urge for virtual learning to reach out to the students. To bridge the gap between Teacher & students, ICT (Information & Communication Tech.) Tools can be used best.

From Faculty Forum, K. Sridhar, Asst Prof of chemistry has addressed the teaching faculty for inculcating ICT tools in Teaching. The session is aimed to introduce tricks and tips for better handling of ICT in teaching.

  
Incharge

  
Resource Person

Principal

Faculty Name	Designation	Feedback	Sign.
Dr. A. Venkateshram	Asst. prof of Economics	good	
K. Abhijit	Dept of chemistry Asst. prof. of chemistry	Good	
P. R. Ratanakumar	Dept. of physics	Good	
J. Ravi Kumar	Dept. of Chemistry	Very much helpful	
Dr. S. Vijaya	Dept. of Bot - Asst. Prof	Excellent	
Dr. S. Upender	Dept. of Mathematics	Excellent	
N. Siddulu	Dept of Botany Asst. Prof	Excellent	
Dr. G. Jagadishwar	Dept of Economics	Excellent	
Dr. K. Jyothi	Dept. of Microbiology	Good	
V. Satya Prasad	Dept of Physics	good	
T. Sushumna	Dept of Mathematics	Good	
Y. Sunita	Dept. of Mathematics	Useful	
M. Krishna	" Computer Science	Good	
S. Naga Prasad	lecturer in CS	Excellent	
K. Anil Kumar	Lecturer in maths	Excellent	
G. Venkatesham	lecturer in maths	good	
Shaneef Miya	Assistant professor	good	
N. Shyam Prasad	lecturer in Commerce	good	
M. Bhavana	Dept of Mathematics	Good	





# Tara Government College Sangareddy (Autonomous)

An ISO 9001: 2015 certified college



## Internal Quality Assurance Cell

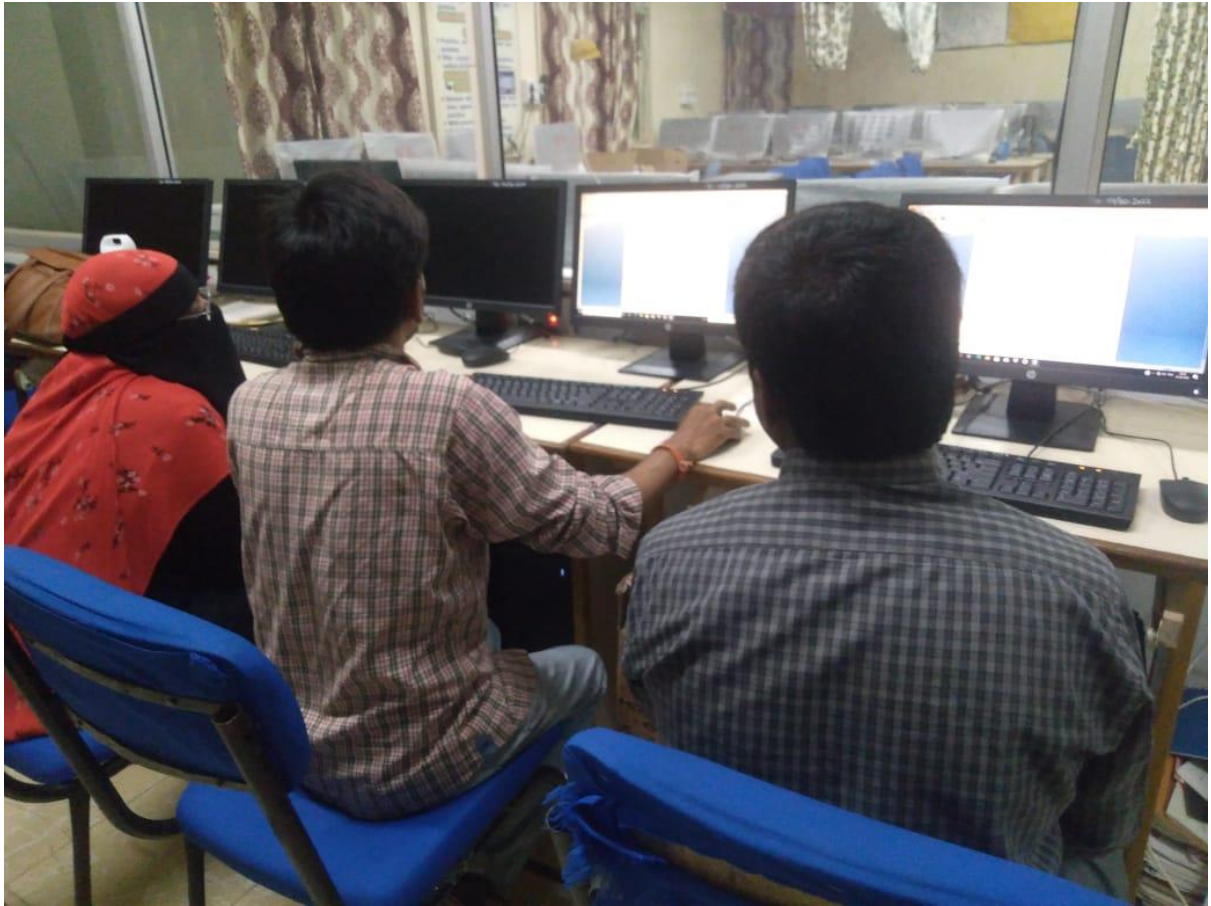
### Training of staff

*5 August to 27 August 2022*

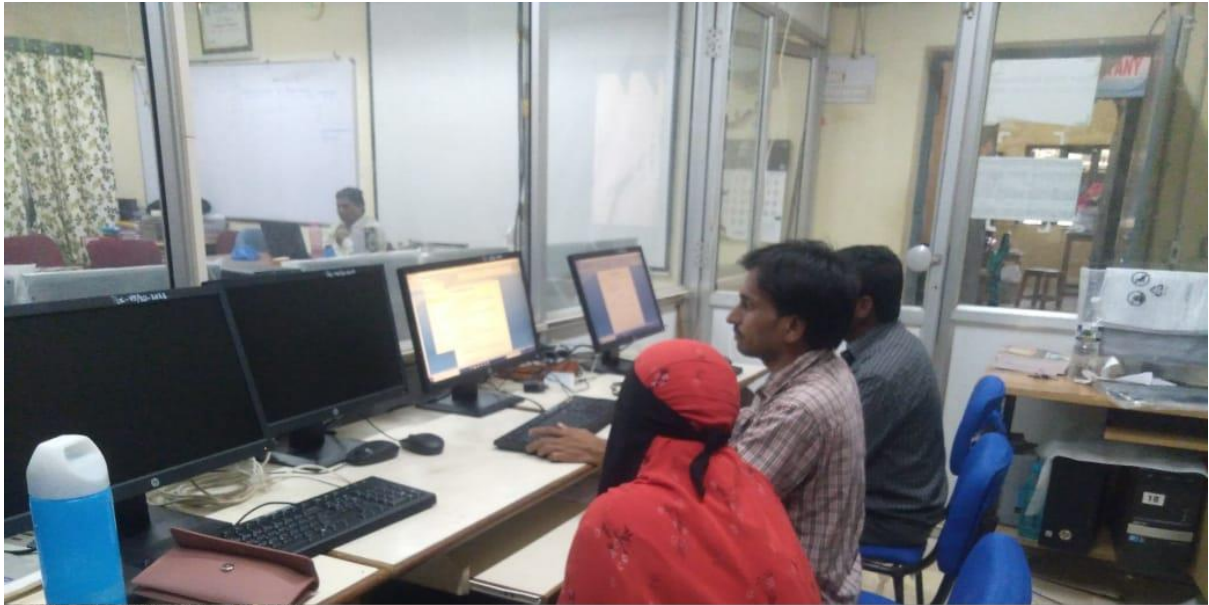
Two Village Revenues Officers, also known as VROs were allocated to Tara Government College Sangareddy on 3 Aug 2022. They need to reoriented as their skills at their mother institution, that is revenue department, are different from those of at the department of higher education in general and at a government college in particular. In this regard, Internal Quality Assurance Cell of the college through its TSKC mentor and other resource personnel empowered the two non-teaching staff, namely, Sazeeda Sulthana and Neerudi Shivaram. Training started on 5 August 2022. The below mentioned topics were dealt with and hands on training was imparted.

- ❖ Introduction to computers
- ❖ MS-Office
- ❖ Basic typing
- ❖ How office works at the college
- ❖ Office communication

Resource personnel included Sri N. Venkata Ramana, M. Krishna. The participants were given enough time to get exposure through hands-on experience. The seventeen day experience was one hour theory and two hours of hands-on experience.







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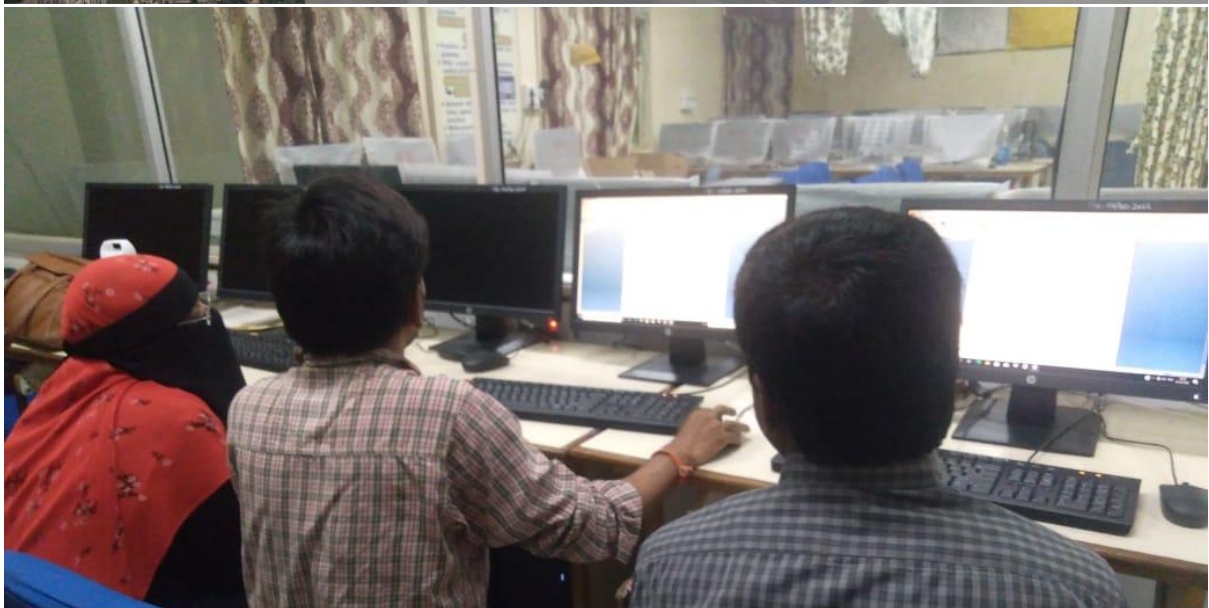
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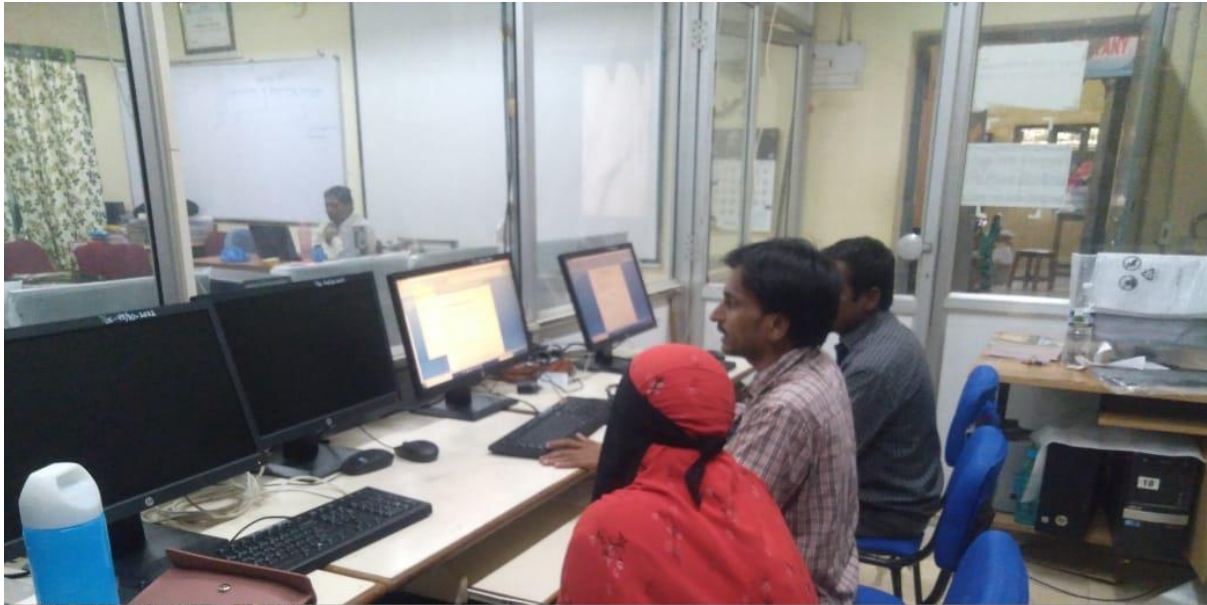
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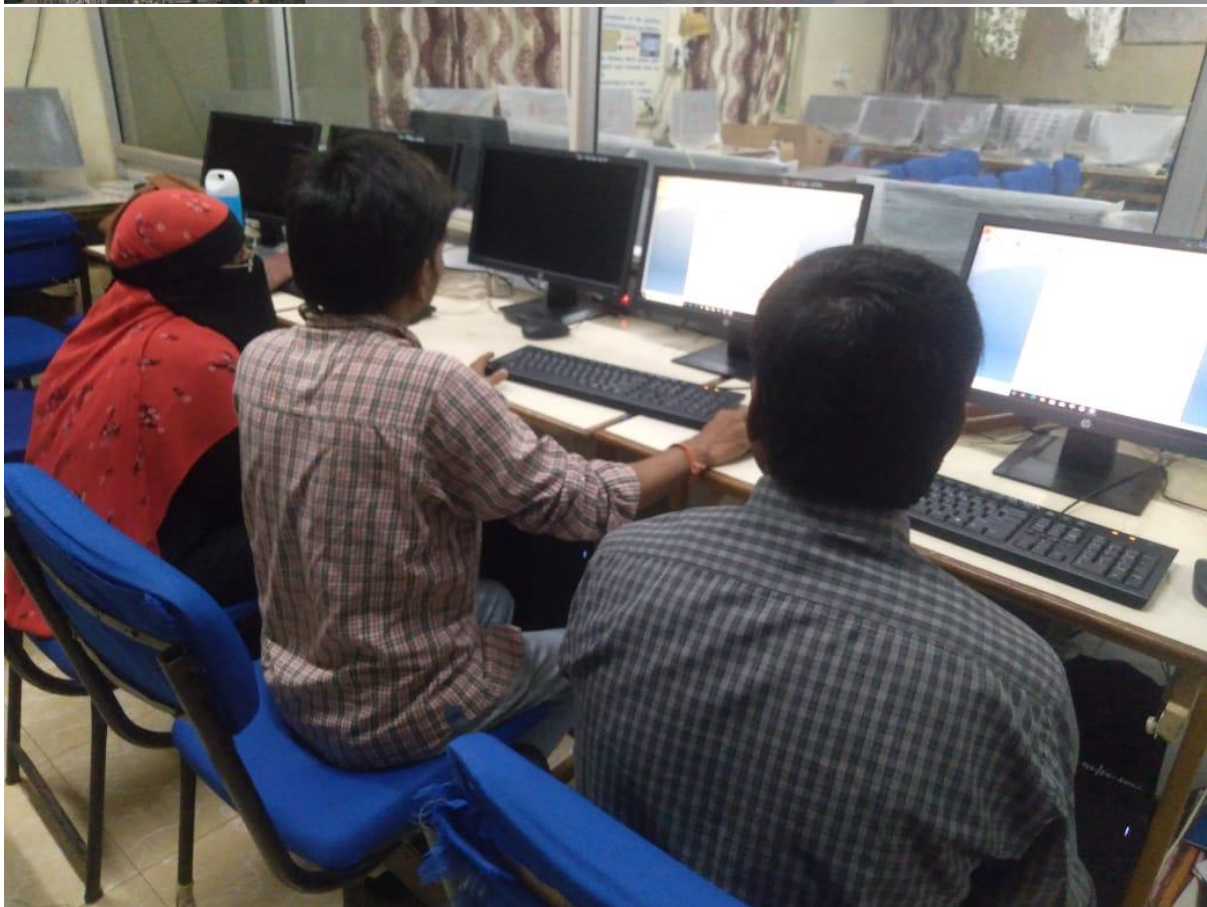
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Participants having hands-on experience