**Aurora’s Degree & PG College**

(ACCREDITED BY NAAC WITH 'B++' GRADE)

 **Chikkadpally, Hyderabad 500020**

**EVENT / ACTIVITY DETAILED REPORT**

| **NAME OF THE EVENT / ACTIVITY** | **Faculty Development Programme on Writing Skills** |
| --- | --- |
| **TYPE OR TITLE OF EVENT / ACTIVITY** | **FDP** |
| **FACULTY INCHARGE** | **S.Padmavathi & K.Suresh** |
| **DEPARTMENT/CELL/COMMITTEE/CLUB** | **English, Commerce &Management** |
| **DATE** | **2nd &4th March 2023** |
| **VENUE** | **Aurora’s Degree & P.G Collage**  |
| **TARGET AUDIENCE** | **Faculty members of all the departments of Aurora’s Degree & P.G College** |

1. **PROGRAM SCHEDULE:**

| **DATE** | **TIME** |
| --- | --- |
| **02/03/2023 & 04/03/2023** | **2 pm to 4 pm** |

**2. FACULTY COORDINATOR: S.Padmavathi & K.Suresh**

**3. LIST OF THE PARTICIPANTS:**

 **Total Number of Participants: 70**

**4. PARAGRAPH ABOUT THE PROCEEDINGS**

A Faculty Development Programme on Writing Skills was organized by the Department of English & Commerce on 2nd & 4th March in Room no. 201, Block 6 at Aurora’s Degree & PG College, Chikkadpally, Hyderabad. The session on the first day began with a briefing in basic grammar skills and common errors often committed. The session on the second day continued with improving communication skills of the faculty members, the correct format to be followed in writing letters and reports and concluded with a worksheet to assess the learning.

**5. INCOME AND EXPENDITURE: Nil**

**6. EVENT PHOTOS**

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**7. FEED BACK**

**Feedback link: https://forms.gle/e2i2RvHMiVrHPZTT7**

**8. ATTACHMENTS:**

**EVENTACTIVITY PROPOSAL: Attached**