



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்

TAMIL NADU TEACHERS EDUCATION UNIVERSITY

(Established under Tamil Nadu Act 33 of 2008)

GangaiammanKoil Street, Karapakkam, Chennai - 600 097.

Website: [www.tnteu.ac.in](http://www.tnteu.ac.in)

No. TNTEU/DoF/CCG&C/Off.Comm/001

Date: 15.02.2017

Dr.V.Balakrishnan, PhD  
Dean of Faculty

Circular

This is to inform you that One day Programme on Report Writing is going to be conducted by the Department of Educational Psychology for the Ph.D Scholars on 20<sup>th</sup> February 2017, 10am to 12pm. Mr. S.Balamurugan, Assistant Professor, Department of Educational Psychology, TNTEU, Chennai will be the Resource Person for this programme. All the students and research scholars are asked to attend the programme without fail

12/2/17  
15/2/17  
DEAN OF FACULTY

Dr. V.BALAKRISHNAN, Ph.D.,  
Dean of Faculty,  
Professor and Head,  
Dept. of Curriculum Planning and Evaluation,  
Tamil Nadu Teachers Education University,  
Karapakkam, Chennai - 600 097.

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KARAPAKKAM, CHENNAI-600 097



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KARAPAKKAM, CHENNAI - 600 097.

**TAMIL NADU TEACHERS  
EDUCATION UNIVERSITY**

**Chennai-97**



*Organizes*

**DATE:20/02/2017**

**TIME:10am to 12pm**

**REPORT WRITING**  
*Resource Person*



**Mr.S . Balamurugan**  
**Assistant professor**  
**Department of**  
**Educational Psychology**  
**Chennai-97**

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# Tamil Nadu Teachers Education University

Chennai- 97



Topic	: Report Writing
Date	:20.02.2017
Time	:10.00 am to 12.00 pm
Resource Person	: Mr.S. Balamurugan Assistant Professor Department of Educational Psychology Tamil Nadu Teachers Education University Karapakkam, Chennai-97.
Participants	: M.Phil, Ph.D

Mr. S. Balamurugan has given the brief speech on the topic Report Writing to the participants. He has discussed about the various components of Report. He made the student to write an example in the session. The Resource Person has answered all the questions raised by the participants. The programme organizers have collected the feedback from the participants.

*M. Govindan*

Dr. M. GOVINDAN, Ph.D  
Professor & Head  
Department of Educational Psychology  
Tamilnadu Teachers Education University  
Karapakkam, Chennai-600 097.

*[Handwritten Signature]*  
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## REPORT

**A ONE DAY PROGRAMME ON REPORT WRITING – 20.02.2017,**

**10am to 12pm**

A One day Programme on Report Writing was conducted by the Department of Educational Psychology, Tamil Nadu Teachers Education University, Chennai on 20.02.2017, 10am to 12pm, in order to develop the knowledge of Report Writing for the Ph.D Scholars. Mr. S.Balamurugan, Assistant Professor, Department of Educational Psychology, TNTEU, Chennai was the Resource Person. The resource person has given the detailed seminar on the topic to the participants. He has discussed about the various components on Vocational Guidance. The Resource Person has answered all the questions raised by the participants. The programme organizers have collected the feedback from the participants. A total of 16 M.Ed and Ph.D Scholars from the Tamil Nadu Teachers Education University, Chennai were Participated in the programme.

*20/2/2017*

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**Dr. V.BALAKRISHNAN, Ph.D.,**  
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Dept. of Curriculum Planning and Evaluation,  
Tamil Nadu Teachers Education University,  
Karapakkam, Chennai - 600 097.

*[Signature]*

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**A ONE DAY PROGRAMME ON REPORT WRITING-20.02.2017**



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ATTENDANCE SHEET

S.NO	NAME	PROGRAMME
1	G.Ramkumar	Ph.D
2	M.Renugadevi	M.Ed
3	B.Revathi	Ph.D
4	R.Piramiladevi	Ph.D
5	A.Sangeetha	Ph.D
6	N.Iyyappan	Ph.D
7	P.Ganesan	Ph.D
8	P.Leema Roselin	Ph.D
9	P.Sivakumar	Ph.D
10	K.Nirmala	Ph.D
11	M.Panneerselvam	Ph.D
12	T.Regina	Ph.D
13	R.Kavitha	M.Ed
14	R.Meenakshi	Ph.D
15	S.Vimala	Ph.D
16	P.Kanimozhi	Ph.D

20/2/2017

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Dr. V.BALAKRISHNAN, Ph.D.,  
Dean of Faculty,  
Professor and Head,  
Dept. of Curriculum Planning and Evaluation,  
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Date: 20/02/2017

Chennai -97

Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : *G. Ramkumar*  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : *Report writing*  
Name of the Resorce Person : *M.Y.S - Bala Murugan*

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

*Ramkumar*  
Signature of the participant

*[Signature]*  
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Date: 20/02/2017

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : M. Renuka Devi  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Baba Murugan

Kindly tick the relevant box as your suggestion


S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✗	✓	
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

  
Signature of the participant

  
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Date: 20/02/2017

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : **B. REVATHI**  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : *Report Writing*  
Name of the Resorce Person : *Mr. S. Balamurugan*

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

*B. Revathi*  
Signature of the participant

*[Signature]*  
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Date: 20/02/2017

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : R. PIRAMILAGANDHI  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Bala Murugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic		✓	
2	Preparation of the topic		✓	
3	Presentation of the subject	✓		
4	Clarity in presentation		✓	
5	Usefulness of the programme			✓

Any Suggestion for Updation :

  
Signature of the participant

  
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Date: 20/02/2017

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : A. Sangeetha  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : M.H.S Bala mangan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

A. Sangeetha  
Signature of the participant

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : N.IYAPPAN  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Balamurguan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

N. Iyappan  
Signature of the participant

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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : R. GANESAN  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : Mr. S. Bala Murugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic		✓	
3	Presentation of the subject	✓		
4	Clarity in presentation		✓	
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

  
Signature of the participant



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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : Leema Roslin.p  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

*Leema Roslin.p*  
Signature of the participant

  
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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : P.SIVA KUMAR  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Dr.S. Balamurgan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

*P. Sivakumar*  
Signature of the participant

*[Signature]*  
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*[Signature]*  
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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : N. Sappan  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Balaraman

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓	✓	
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation : Good

  
Signature of the participant

  
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## Report Writing

### FEEDBACK FORM

Name of the Participant : P. Sivakumar  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

  
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## Report Writing

### FEEDBACK FORM

Name of the Participant : *K. Nirmala*  
Course of Study : *M.Ed / M.Phil/ Ph.D*  
Title of the Programme : *Report writing*  
Name of the Resorce Person : *Dr. S. Balamurugan*

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic		✓	
3	Presentation of the subject		✓	
4	Clarity in presentation	✓		
5	Usefulness of the programme		✓	

Any Suggestion for Updation :

*K. Nirmala*  
Signature of the participant

*[Signature]*  
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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : M. Partheeswaran  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Balasubramanian

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject		✓	
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation

: good



Signature of the participant



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Date: 20/02/2017

Chennai -97

Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : REGINA  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation	✓		
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

  
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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : R. kavitha  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation		✓	
5	Usefulness of the programme	✓		

Any Suggestion for Updation :

  
Signature of the participant

  
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Date: 20/02/2017

Chennai -97

Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : R. Meenakshi  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report Writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic	✓		
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation		✓	
5	Usefulness of the programme	✓		

Any Suggestion for Updation : Good.

  
Signature of the participant



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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant

: Vimala - S

Course of Study

: M.Ed / M.Phil/ Ph.D

Title of the Programme

: Report writing

Name of the Resorce Person

: Mr. S. Balaraman

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic		✓	
2	Preparation of the topic	✓		
3	Presentation of the subject	✓		
4	Clarity in presentation		✓	
5	Usefulness of the programme	✓		

Any Suggestion for Updation

:

  
Signature of the participant

  
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Time: 10am to 12pm

## Report Writing

### FEEDBACK FORM

Name of the Participant : P. KANIMOZHI  
Course of Study : M.Ed / M.Phil/ Ph.D  
Title of the Programme : Report writing  
Name of the Resorce Person : Mr. S. Balamurugan

Kindly tick the relevant box as your suggestion

S No	Item	Excellent	Good	Fair
1	Relevancy of the topic			
2	Preparation of the topic			
3	Presentation of the subject			
4	Clarity in presentation			
5	Usefulness of the programme			

Any Suggestion for Updation :

*Kanimozhi*  
Signature of the participant

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*[Signature]*

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