

28/3

Requisition Letter

28.03.2023
Melvisharam

From

Mrs. Siddiqa Parveen, M.A.,M.Phil.,SET.,NET.,(Ph.D)
Head & Assistant Professor
Department of English
M.M.E.S Women's Arts and Science College
Melvisharam.

Sh
28/3/23

To

The Correspondent
M.M.E.S Women's Arts and Science College
Melvisharam.

Through

The Principal
M.M.E.S Women's Arts and Science College
Melvisharam.

Subject: Permission to conduct an outreach program- Reg

Respected Sir/Madam,

I am writing this letter to seek permission to conduct an outreach program on Activity – Based Learning on 30.03.2023 (Thursday) at 11.00 a.m to 1.00 p.m at Government Adidravidar Welfare High School, Veppoor. The purpose of the Outreach program is to extend the service and inculcate English language comprehension among the school students through activity based learning. Along with 2 Faculty, 14 UG and PG students of English department will take part in this Outreach program.

I assure you that this will be beneficial for our students. Therefore, kindly grant me the permission to conduct this outreach program.

Hoping to receive a positive response.

Thank you

Yours Sincerely

Siddiqa Parveen

Head of the Department of
ENGLISH
M.M.E.S. Women's
Arts & Science College
Hakeem Nagar,
Melvisharam-632 509

GOVERNMENT ADI DRAVIDAR WELFARE HIGH SCHOOL
VEPPOOR, RANIPET DISTRICT- 632509

29 .03.2023

VEPPOOR

To

The Head


Department of English
M.M.E.S Women's Arts and Science College
Melvisharam.

Respected Madam,

Greetings! We looked into your requested letter for your approval for an Outreach Program. We are happy to inform you that we have decided to approve your request.

Teachers and students can visit our school premises to conduct on Activity-Based learning on 30.03.2023 (Thursday) from 11.00 a.m. to 1.00p.m.

Best Wishes


தலைமையாசிரியர்
ஆதி திராவிடர் நல உயர்நிலைப்பள்ளி
வேப்பூர், வாலாஜா வட்டம்
இராணிப்பேட்டை மாவட்டம்-632 509.

GOVERNMENT ADI DRAVIDAR WELFARE HIGH SCHOOL
VEPPOOR. RANIPET DISTRICT- 632509

30 .03.2023

VEPPOOR

To


The Head

Department of English
M.M.E.S Women's Arts and Science College
Melvisharam.

Respected Madam,

This is to thank your staff and students teamwork for the Outreach program conducted in our school with 8th and 9th standard students on 30.03.2023(Thursday) from 11.00 a.m. to 1.00 p.m.

Best Wishes


தலைமையாசிரியர்
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M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE

(Affiliated to Thiruvalluvar University)

Serkkadu, Vellore District - 632 115, Tamilnadu.

HaKeem Nagar, Melvisharam-632509, Walaja Taluk, Arcot Block, Ranipet Dist.

Email : mmeswc@yahoo.in Website: www.mmeswc.edu.in

Phone : 04172 - 266167
04172 - 266463
Cell : 89035 - 66701



Dr. Freda Gnanaselvam
M.B.A., M.M.M., M.Phil., Ph.D.,
Principal

29 MAR 2023

To

THE HEADMASTER,
Govt. Adi Dravidar Welfare High School,
Veppoor, Ranipet District - 632509

Respected Sir,

Sub: Outreach activity - permission to visit your institution - regarding

Greetings!

We are willing to visit your institution/ School as part of outreach activity along with few students and staff members. Kindly give us your favorable time for visit .

Thanking you,

Yours Sincerely

29/3/23
Principal

Dr. Freda Gnanaselvam, Ph.D.,
Principal
M.M.E.S. Women's Arts & Science College
Melvisharam - 632 509



M.M.E.S. WOMEN'S ARTS AND SCIENCE COLLEGE
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DEPARTMENT OF ENGLISH

REPORT ON OUTREACH PROGRAM

First Outreach Awareness programme conducted by Department of English.

The Department of English conducted an Outreach Program at Government Adi Dravidar Welfare High School, Veppoor, Ranipet District on 30.03.2023 (Thursday). Around 7 II M.A students, 6 III B.A students and two faculties conducted the program at school Campus, Veppoor.

Broad Objective of the Outreach Program

The broad objective of the Outreach program was to inculcate English Language Competence and Comprehension among the school students and to develop Listening, Speaking, Reading and Writing (LSRW) as skills for learning. To achieve this objective, the faculty and students of the department designed the activities to engage the target students actively.

The target groups of Government Adi Dravidar Welfare High School, Veppoor were students of Class VIII and Class IX at school campus.

The following activities were carried out by the Faculty and students of the Department of English in the two classes of Class VIII and Class IX at Government Adi Dravidar Welfare High School Campus.

Activity 1

Introduction: Benefits of English Language

The group began the activity with an introduction to the English Language and English Language teaching. In simple steps the group explains the benefits of English language in academic as well as in social life. The group involving 7 MA students paid close attention to the individual school students as they repeated and recapped all the points mentioned by the student speaker at the front.



Activity 2

Memory Game: Picture and Words

The Second activity involved memory task for which the group had prepared teaching aids, a chart paper with key words and another with pictures of the key words. This activity involved the class to use their observation, repetition and memory. The memory game was first explained by student group and demonstrations were also made for the benefit of the class. Individual students were encouraged to participate in the memory game

Through this game, the importance of cultivating concentration and memory through the use of associations was explained to the class. The memory game that the group introduced to the class was designed to help students to learn the connection between simple tasks with sharpening their memory.



Activity 3
Short Story: Listening Skills

This activity involved narration of Short story to enable the listening skill among the students. Stories can be very beneficial in terms of promoting socio-cultural understanding. For this activity, the students narrated stories. Children were given certain tasks in the form of questions after the end of the story reading. The purpose of the task was to help the children to interpret the storyline and take meanings from as well as to develop aesthetic appreciation of the stories.

The task involved questions at the end of the story reading session:

1. Is it an interesting story?
2. What was the lesson/moral behind the story?
3. Was the story difficult or easy to understand?
4. Can you narrate the story on your own?

An important part of this activity was also that through stories the children were also given valuable talks on discipline, cleanliness and pollution. They were also made aware about the harm of single use plastic and to avoid wastage.





Conclusion

English language can serve as a medium to attain education and social reformation given the fact that English is the language of opportunity and the gateway to information and knowledge. Through, this Outreach Program, it is also observed that the students have to be encouraged to develop interest in learning English and achieve competence in its use. The school students were gifted with stationary items. The overarching objective of the Outreach Program has been to achieve awareness of the students to this end

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DEPARTMENT OF ENGLISH

STAFF PARTICIPATION

S.NO	NAME OF THE STAFF	DESIGNATION	SIGNATURE
1.	Dr.L.SARITHA	Assistant Professor	<i>L. Saritha</i>
2.	Ms.R.SARANYA	Assistant Professor	<i>Saranya</i>

Siddiqs Pausan
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DEPARTMENT OF ENGLISH

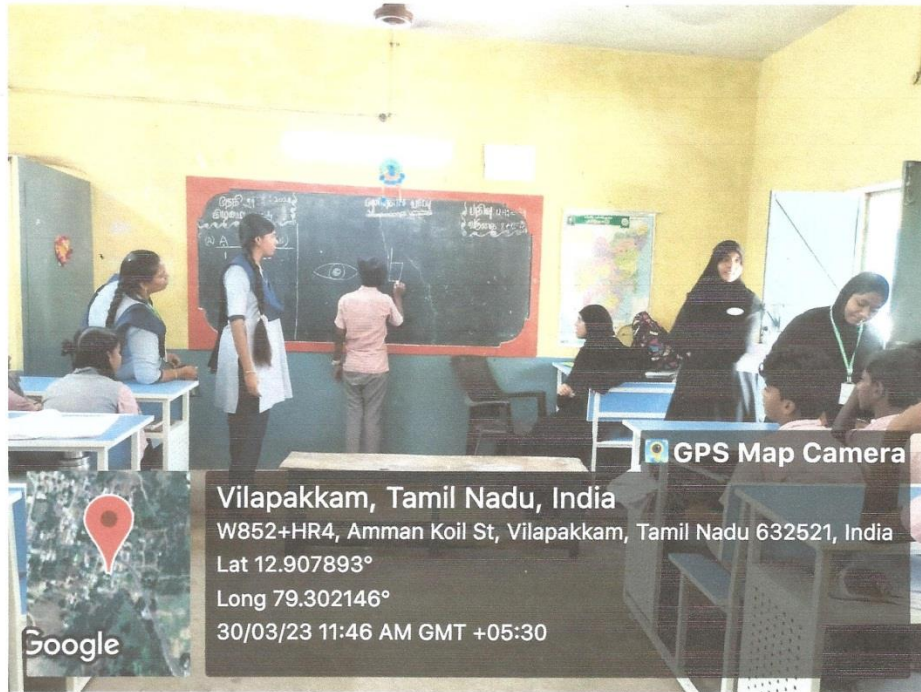
STUDENTS PARTICIPATION

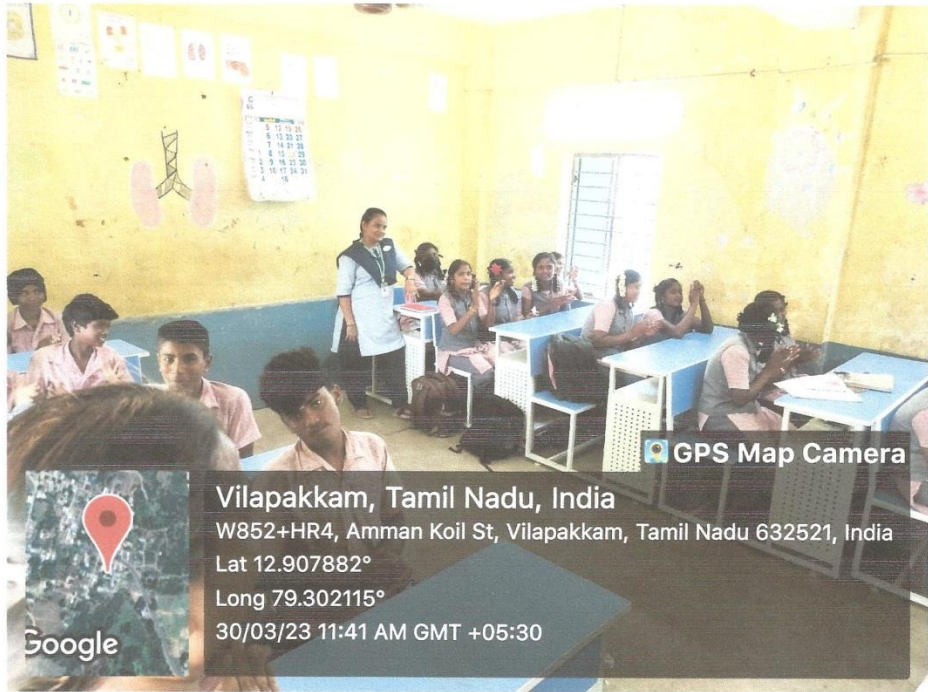
S.NO	NAME OF THE STUDENT	YEAR	SIGNATURE
1.	SHALINI.G	II M.A.ENGLISH	<i>[Signature]</i>
2.	MOHASEENA.S	II M.A.ENGLISH	<i>S.Mohaseena</i>
3.	LOGA PRIYA.R	II M.A.ENGLISH	<i>P. Loga Priya</i>
4.	INDHU.R	II M.A.ENGLISH	<i>R. Indhu</i>
5.	KARISHMA SULTHANA. F	II M.A.ENGLISH	<i>K. Karishma Sulthana</i>
6.	TOUSIFA IFFATH.N.M	II M.A.ENGLISH	<i>N.M. Tousifa Iffath</i>
7.	YAMUNA. T	II M.A.ENGLISH	<i>T. Yamuna</i>
8.	AYISHA PARVEEN.S	III B.A ENGLISH	<i>S. Ayisha Parveen</i>
9.	PAVITHRA.S	III B.A ENGLISH	<i>S. Pavithra</i>
10.	THAHOORA FIRDOUS.H	III B.A ENGLISH	<i>H. Thahora</i>
11.	FOUZIYA.F	III B.A ENGLISH	<i>F. Fouziya</i>
12.	KIRUTHIGASHREE.R	III B.A ENGLISH	<i>R. Kiruthigashree</i>
13.	SAMINA.A	III B.A ENGLISH	<i>A. Samina</i>

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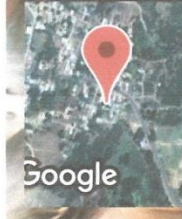
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GPS Map Camera



Google

Vilapakkam, Tamil Nadu, India

W852+HR4, Amman Koil St, Vilapakkam, Tamil Nadu 632521, India

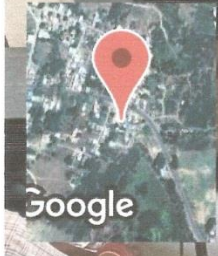
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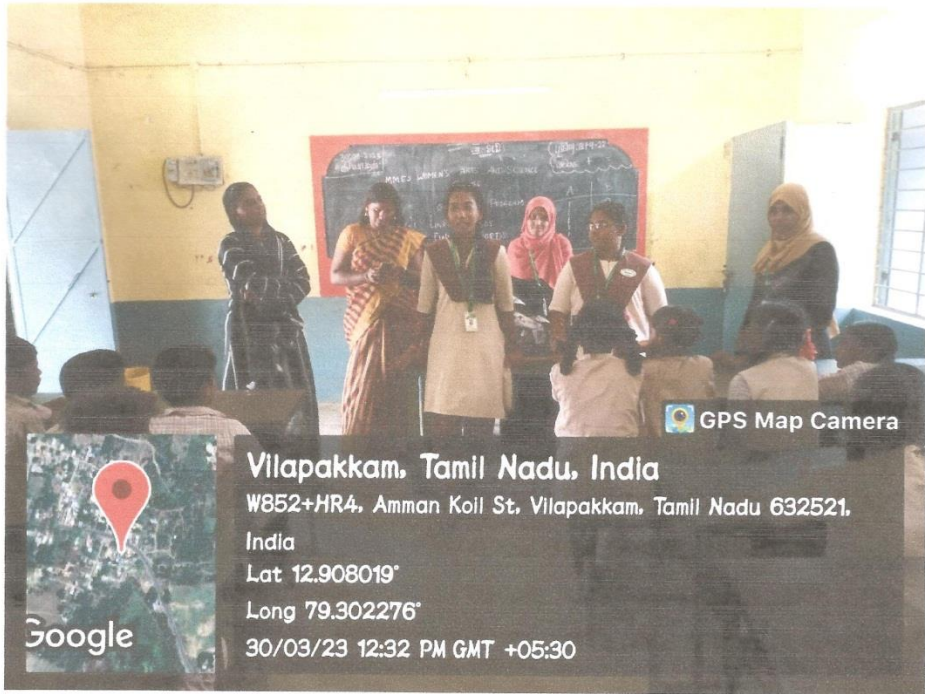
Ranipet, Tamil Nadu, India

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Lat 12.90794°

Long 79.302132°

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W852+HR4, Amman Koil St, Vilapakkam, Tamil Nadu 632521,

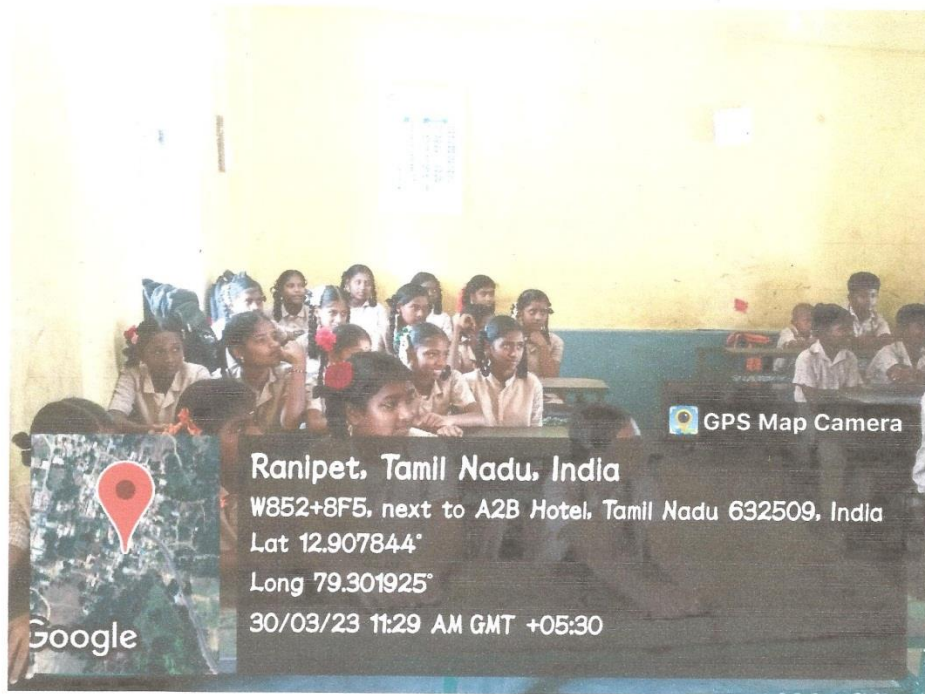
India

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