

INSTITUTIONAL ACTIVITY REPORT

Activity Number: _____

Activity Name: _____

SUBMITTED BY

Name of the Student: _____

Course: _____

Class Roll No.: _____

Academic Session: _____

SUBMITTED TO

A.M.S. Zaman

Academic In-Charge

Nazir Ajmal Memorial College of Education

Hojai (Assam) -782435



**Nazir Ajmal Memorial College of Education
Hojai (Assam), 782435**

NAZIR AJMAL MEMORIAL COLLEGE OF EDUCATION

Hojai (Assam), 782435

Institutional Activity Report

Please filled up the information and submit to the Examination In-charge within seven days from the date of activity/programme conducted.

1. Student's Information								
Name of the Student:								
Class Roll No.:		Course:		Session:				
2. Activity Information								
Name of the Activity/Programme:								
Date:		Duration:		Organized By: (Dept./Cell/In-charge)				
Nature of Participation: (Complete/Partial/Not Participated)								
Substitute Activity Name: (If not participated in the College Activity) Note: Attach separate sheet with an explanation why disciplinary action should not be taken against you for not attending the College Activity/Programme)								
Role Played: (In the Activity/Programme)								
3. Activity Description (Brief Report)								
4. Learning Outcome (In brief)								
Date of Submission:			Signature of the Student:					
Programme/ Activity In-charge:								

Steps to be followed for writing the Institutional Activity:

- 1. Introduction**
- 2. Objectives of the activity**
- 3. Procedures of conducting the activity (Arrangement, List of the activities conducted etc.)**
- 4. Problems encountered during the activity**
- 5. Solution envisaged relating to the problem**
- 6. Detailed Description of the Activity**
- 7. Impact of the Activity**
- 8. My Role in the Activity**
- 9. Learning Outcomes**
- 10. List of plates**
- 11. Conclusion**