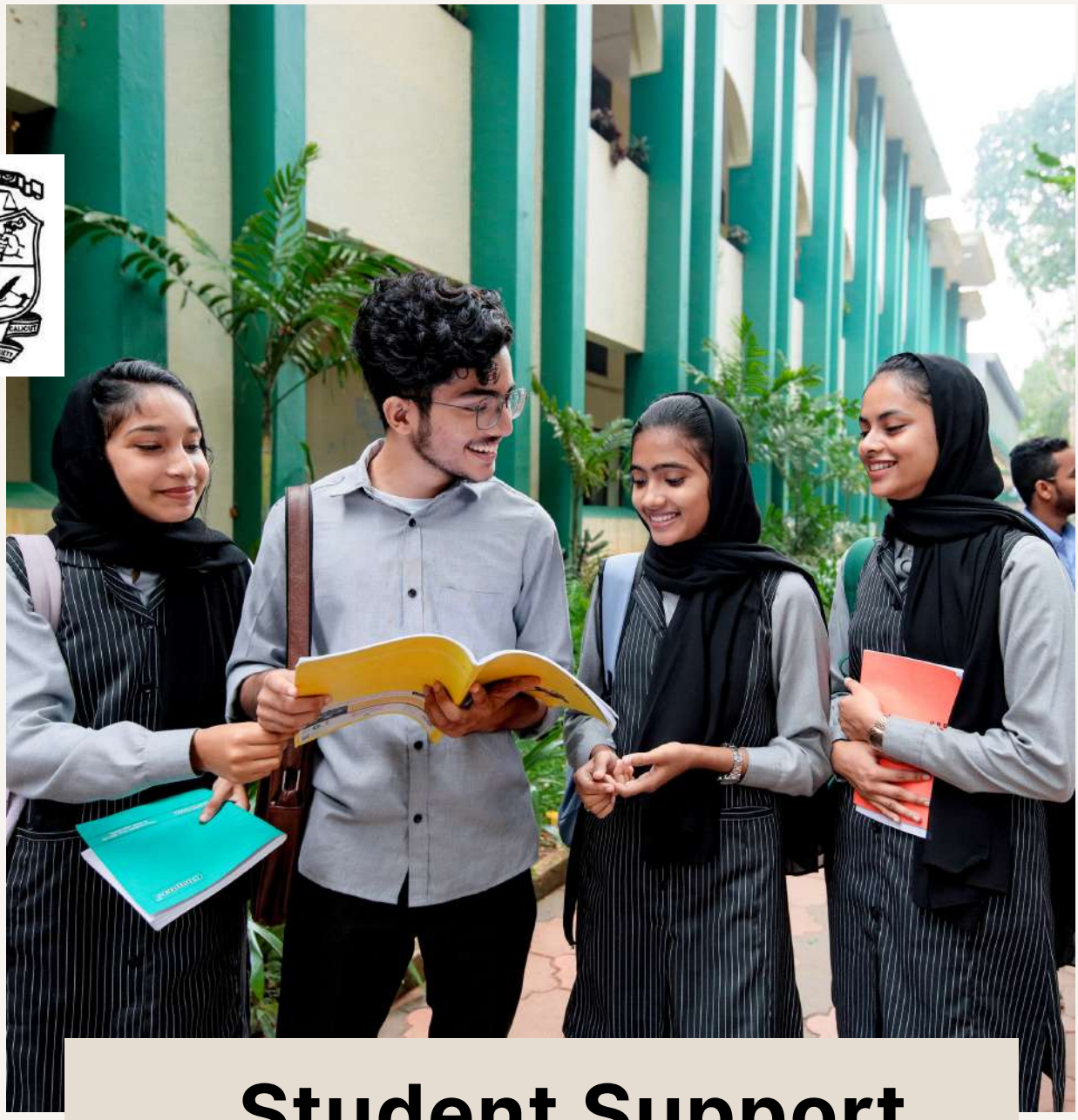

Student Support

AN IQAC INITIATIVE

www.mesasmabicollege.edu.in

MES ASMABI COLLEGE

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Sl. No.	STUDENTS SUPPORT
1	Soft Skills, computing skills and employability training
2	Student entrepreneurs meet
3	Scholarship awareness and career guidance programmes
4	Programme guide
5	IQAC students wing
6	Increases in number of computers: 102 to 289

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NURTURING SOFT SKILL BRILLIANCE

The program commenced at 10:00 am with a welcome address by Dr. A. Biju, the Principal. Archana K M, Assistant Professor, Department of Commerce, Sree Narayana College , Alathur proved to be an excellent choice as the resource person for the program. Dr. Stefy presentation covered various aspects of soft skills, including communication, teamwork, leadership, adaptability, and interpersonal skills.

Participants actively engaged with Ms. Archana, asking questions and sharing their experiences. The interactive nature of the program fostered a conducive learning environment, allowing participants to grasp the significance of soft skills in their personal and professional growth Dr Shafeer P S (IQAC coordinator) proposed the vote of thanks.

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SKILL SPARK: SOFT SKILLS FOR STUDENTS

TTitle: Skill Spark: Soft Skills for Students
Date: July 20 2022
Time: 09:00 PM - 11:00 PM
Venue: Auditorium
Organized by: Internal Quality Assurance Cell (IQAC)
Resource Person: Dr. Renjith Jose
Designation: Assistant Professor
Institution: St. Berchmans College, Changanassery
The Skill Spark program, organized by the Internal Quality Assurance Cell (IQAC), aims to enhance the soft skills of students, preparing them for success in their academic and professional pursuits. Dr. Renjith Jose delved into the importance of soft skills in the current educational and professional landscape. The session covers key soft skills such as communication, teamwork, problem-solving, and adaptability. Practical tips and strategies were shared to help students develop and apply these skills effectively.

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NEXT GEN SKILL WORKSHOP FOR STUDENTS

Date: August 22, 2020
Venue: Auditorium
Resource Person: Stefy K Jose, Assistant Professor, St. Aloysius College, Edathua
Organized by: Internal Quality Assurance Cell (IQAC)

The "Next Gen Skill Workshop for Students" organized by the Internal Quality Assurance Cell (IQAC) took place on August 22, 2020, at the Auditorium. The workshop aimed to equip students with essential skills for the rapidly evolving professional landscape.

Stefy K Jose, Assistant Professor from St. Aloysius College, Edathua, served as the resource person for the workshop. With her wealth of experience and expertise, she guided the students through various aspects of Next Generation Skills.

Workshop Highlights:

·Skill Development Activities
·Interactive Sessions

The "Next Gen Skill Workshop for Students" organized by IQAC proved to be a valuable platform for students to acquire essential skills for the future. The combination of theoretical insights, practical activities, and technology integration ensured a comprehensive learning experience.

The IQAC joint coordinator Amitha P Mani proposed the vote of thanks.

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COMPUTING SKILLS TRAINING

WORKSHOP ON CANVA APP

Date: 20-1-2023
Venue: Computer Lab, MES Asmabi College
Organized by: Internal Quality Assurance Cell (IQAC)
Resource Person: Prof. Dr. A. Biju, Principal, MES Asmabi College

The Workshop on Canva App, organized by IQAC and led by Prof. Dr. A. Biju, proved to be a valuable learning experience for all participants. Attendees gained practical skills in graphic design using the Canva platform, empowering them to create visually stunning and impactful content.

The session included :

·Introduction to Canva
·Basic Design Principles
·Step-by-step guidance on using Canva for different design projects

Interactive session allowing participants to seek clarification on specific Canva features or design challenges.

IQAC coordinator Dr Shafeer P S expressed his gratitude to Prof. Dr. A. Biju for his expertise and engaging presentation, making the workshop a resounding success.

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COMPUTING SKILLS TRAINING

Photos of the programme

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COMPUTING SKILLS TRAINING

DIGITAL PEDAGOGY:
COMPUTING SKILLS FOR EFFICIENT TEACHING

Resource Person: Jabin TH, Assistant Professor
Organized By: Internal Quality Assurance Cell (IQAC)
Coordinator: Dr. Shafeer P. S
Welcome Speech by Dr. Shafeer P. S (Coordinator, IQAC)
Event Objective: The objective of this program is to equip students with essential computing skills that are integral to modern pedagogy.
Programme includes the topics such Word, Excel.
Program Content:
1. Microsoft Word:
Introduction to Word Processing: Understanding the basics of word processing, including creating, formatting, and editing documents.
Document Formatting: Exploring various formatting options such as font styles, sizes, colors, alignment, and spacing to enhance document appearance and readability.
2. Microsoft Excel:
Introduction to Spreadsheets: Understanding the basic concepts of spreadsheets, including cells, rows, columns, and worksheets.
Data Entry and Formatting: Learning how to enter data into cells, format cells, and apply various formatting options such as fonts, borders, and cell styles

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COMPUTING SKILLS TRAINING

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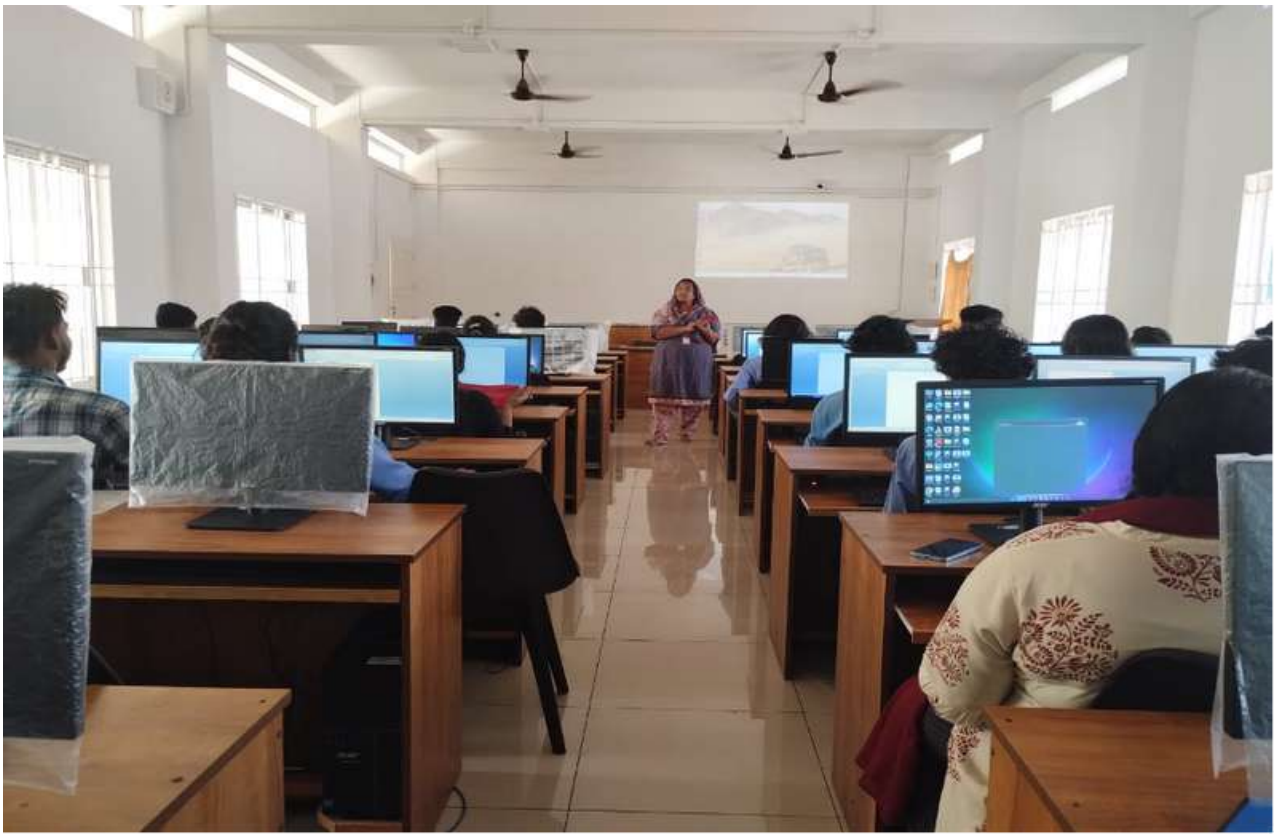
COMPUTING SKILLS TRAINING



Photos of the session

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COMPUTING SKILLS TRAINING

TECH ESSENTIALS:
A COMPREHENSIVE COMPUTER LITERACY PROGRAM

Date: 16/07/2021
Resource Person: ANU.S, Assistant Professor
Organized by: Internal Quality Assurance Cell (IQAC)

The program was structured to cover a wide array of computing topics tailored specifically for students. These included:

Basic Computer Operations: Participants were introduced to the fundamentals of computer hardware and software, including understanding operating systems, file management, and navigating through various applications.

Internet and Email Usage: In an increasingly interconnected world, students learned essential skills for safe and efficient internet browsing, as well as effective email communication practices.

The program fostered an interactive learning environment, encouraging active participation, questions, and discussions.

In conclusion, the Tech Essentials program successfully achieved its objectives of imparting essential computing skills to students.

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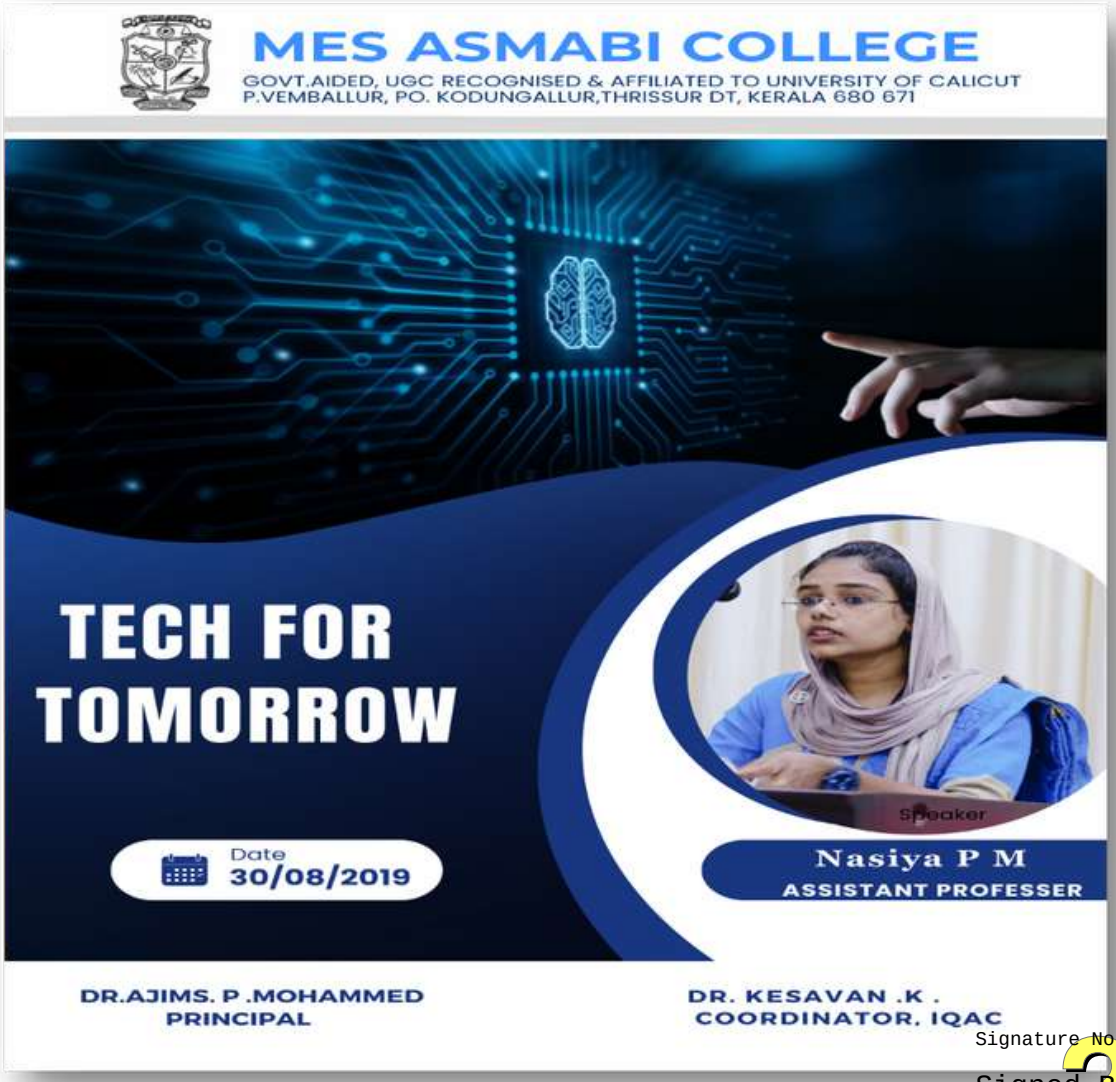
COMPUTING SKILLS TRAINING

TECH FOR TOMORROW

The Tech for Tomorrow program held on August 30, 2019, was aimed at enhancing computer literacy skills, particularly focusing on Microsoft Excel and Word

The session commenced with an overview of the importance of computer literacy in today's technologically driven world. Assistant Professor Nasiya P M emphasized the significance of proficiency in Microsoft Excel and Word, stating how these tools are essential not only for academic pursuits but also for professional growth.

Participants actively engaged in the session, raising questions and seeking clarification on various aspects of the software. The interactive nature of the workshop facilitated a conducive learning environment, enabling participants to grasp concepts effectively.



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COMPUTING SKILLS TRAINING

TECH BASICS FOR STUDENTS

Date: 12 /8/ 2018
Organized by: IQAC (Internal Quality Assurance Cell)
Assistant Professor: Athira V.B.

Throughout the sessions, students were introduced to various essential concepts in technology, ranging from basic computer operations to internet safety protocols. The program emphasized practical learning, with interactive sessions and hands-on activities designed to engage students actively.

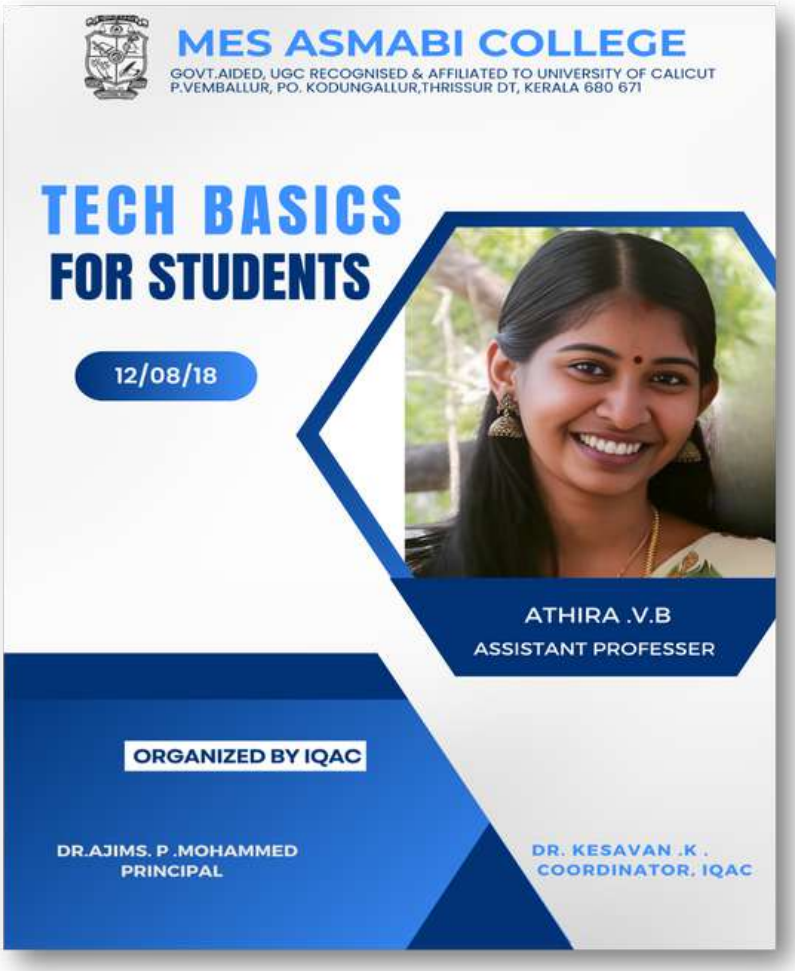
Key topics covered included:

Basic computer operations: Understanding hardware components and software applications.

Internet usage: Navigating web browsers, conducting efficient searches, and discerning credible sources.

Introduction to productivity tools: Familiarizing students with word processing, spreadsheet management, and presentation software.

Dr. Kesavan proposed the vote of thanks .



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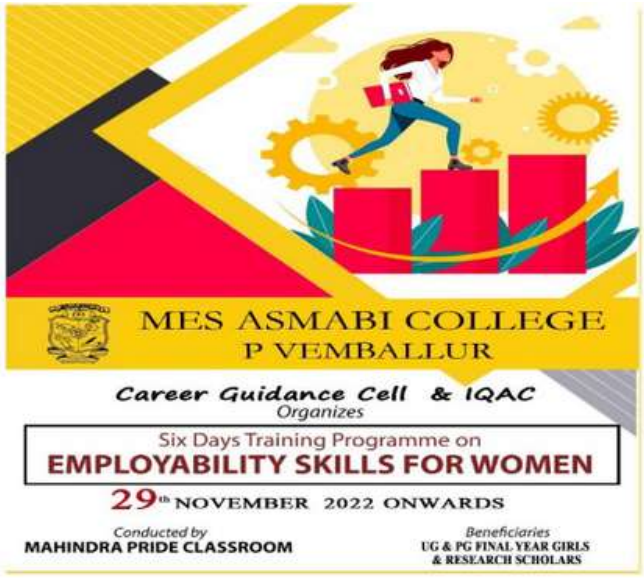
EMPLOYABILITY TRAINING PROGRAMME

Six-Day Training Programme on Employability Skills for Women

Career Guidance Cell in Association with IQAC conducted Six -days Training Programme on Employability Skills for Women exclusively for final UG and PG girl students from 29th November to 22nd December 2022 in three batches. It was sponsored by Naandi Foundation, a CSR venture of Mahindra and Mahindra Group of Companies. An expert team of 12 trainers handled the sessions. Participants were given certificates, bags, and trophies. 485 students participated in the programme.



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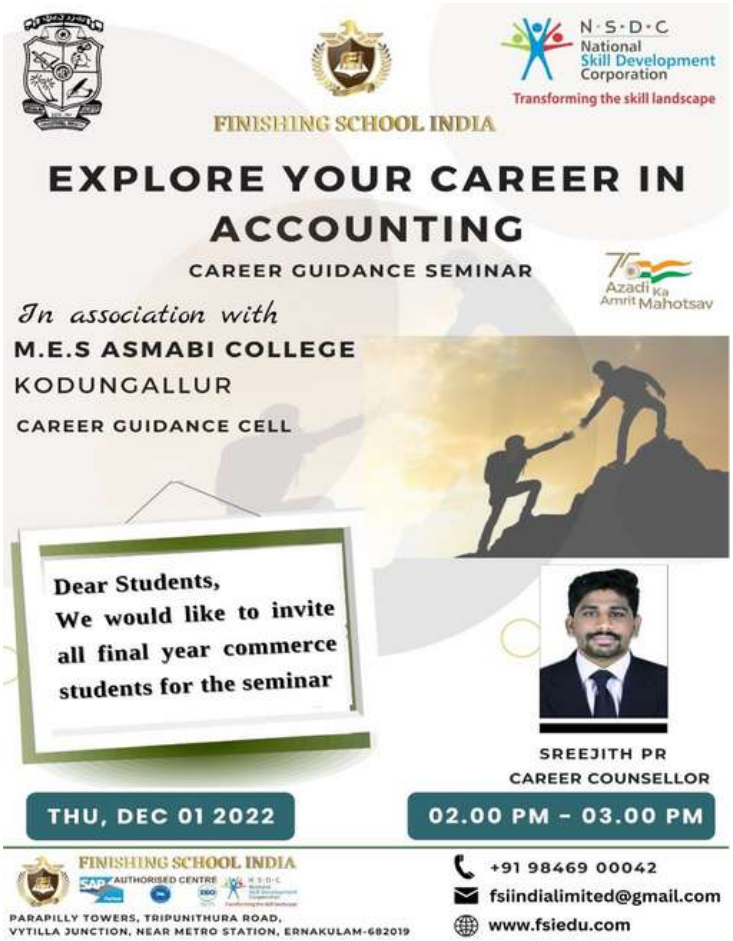
EMPLOYABILITY TRAINING PROGRAMME

Seminar on "Explore Your Career Through Accounting"

Career Guidance Cell in collaboration with Finishing School India, a training centre under National Skill Development Corporation (NSDC) organized one day seminar on the topic "Explore Your Career Through Accounting" for final year B.Com and BBA students on 1st December 2022. Mr. Sreejith P.R, Career Councellor, Finishing School India handled the session. A test was conducted and certificates were o provided for the selected students. 119 students actively participated in the one-day seminar.



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EMPLOYABILITY TRAINING PROGRAMME

Workshop on Work Readiness

Career Guidance Cell in association with Kerala Knowledge Economy Mission organized Work Readiness Programme, part of Thozhilarangathekku initiative of the Kerala State Government for all final year girls on 9th, 10th and 11th February 2023. Miss Pinky, ASAP Trainer led the sessions. 42 students participated in the workshop.

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STUDENTS ENTREPRENEURS MEET

EMPOWERING TOMORROW: MEET THE STUDENT ENTREPRENEURS

Date: February 22, 2023
Time: 10:30 AM
Venue: Auditorium
Organized By: Internal Quality Assurance Cell (IQAC)
Event Highlights:
Dr. Shafeer .P. S, Coordinator of IQAC, extended a warm welcome to all attendees, expressing gratitude for their presence.
Student Coordinator, Rayees Rasheed, delivered the welcome speech, setting a positive tone for the program
Anu S, BCA Faculty, shared insightful experiences, offering valuable perspectives on entrepreneurship and education. She extended her appreciation to all participants for their active involvement.
The following student entrepreneur was introduced:
·Nahsin Banu
·Najiya
·Asiya Nourin E.A
·Muhammad Farouk
·Fathima Nesrin

Each student entrepreneur shared their entrepreneurial journey, including:
Introduction to their business venture
Challenges faced along the way
Strategies employed to overcome obstacles
Attendees were encouraged to network with the student entrepreneurs, fostering connections and potential collaborations.
Dr. Shafeer .P. S concluded the event with words of encouragement, emphasizing the importance of nurturing entrepreneurial spirit among students.

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STUDENTS ENTREPRENEURS MEET

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SCHOLARSHIP ORIENTATION PROGRAMME

The orientation programme on 'Scholarship Orientation Programme- 2023: "Scholarship Success: Guiding You to Excellence" jointly organized by IQAC, MES Asmabi College, Scholarship Wing, and the Research and PG Department of Botany was held on August 14th, 2023, from 1:30 PM to 3:30 PM. Dr. Girija T.P., Head of the Research & PG Department of Botany, welcomed the attendees. Dr. K. P Sumethan, President, Alumni Association delivered the presidential address. Dr. Shefeer P. S, IQAC Coordinator, conveyed the felicitations for the program.

The session on the topic "Scholarship Success: Guiding You to Excellence" was conducted by Dr. Binoj Jose, Assistant Professor, Department of Political Science, Prajyoti Niketan College - Pudukad. During the session, The resource person spoke about the various scholarships provided by Government and Non-Government agencies, as well as the procedure for submitting applications and the selection criteria. Following the session, there was a Q&A session.

Nazeema M. K., a Scholarship Liaison Officer, proposed vote of thanks.

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SCHOLARSHIP AWARENESS AND CAREER GUIDANCE PROGRAMMES

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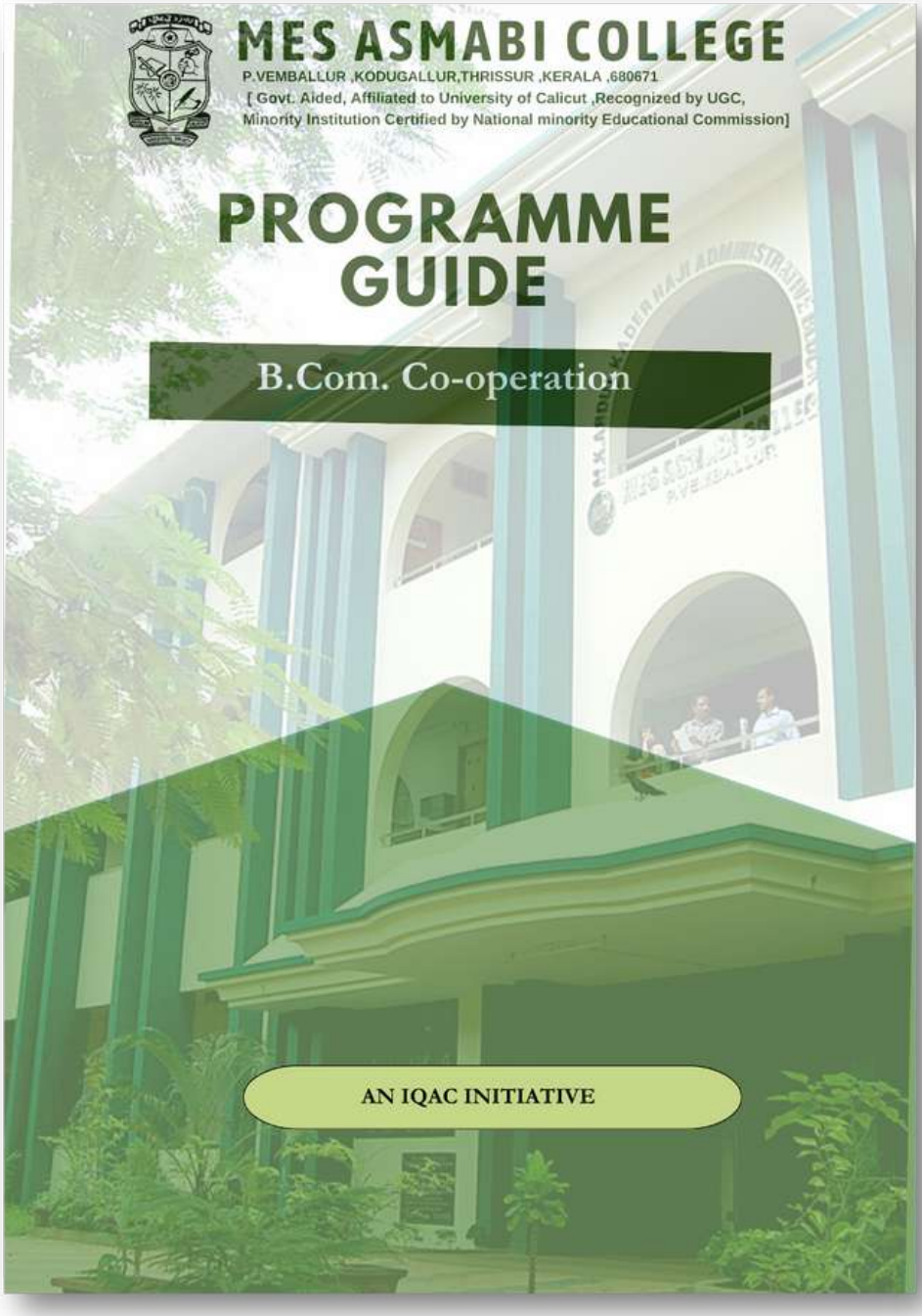
PROGRAMME GUIDES



LINK TO PROGRAMME GUIDES

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IQAC STUDENTS WING

The Internal Quality Assurance Cell (IQAC) of the institution is committed to ensuring academic excellence and institutional improvement. The IQAC Students Wing, comprised of dedicated and proactive students, actively contributes to various initiatives aimed at enhancing the quality and effectiveness of the institutions' educational programs and processes.

Composition

Sl. No.	Name	Designation
1	Dr. Shafeer P.S	IQAC Coordinator
2	Anu S	Faculty Coordinator
3	Rayees Rasheed(III B Com Computer Application)	Student coordinators
4	Ananthakrishnan(II BCom Finance)	
5	Mohammed Sinan(III B Com Computer Application)	Joint coordinators
6	Krishna(II BA Mass Communication)	
7	Muhammad Farouk(III BBA)	Members
8	Sidhan(II BCom Finance)	
9	Azim(II BCom Finance)	
10	Azeen(II BCom Finance)	
11	Sreevishnu(II BA Mass Communication)	
12	Ramshad(II BA Mass Communication)	
13	Fathima(I BBA)	
14.	Mohammed Mishal(II BCA)	

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IQAC STUDENTS WING

1. Helps in documentations:

One of the primary responsibilities of the Students Wing is to assist in the preparation of various documents required for accreditation, assessment, and quality enhancement purposes. This includes:

1.Collaborating with faculty members and IQAC coordinators to gather and organize information for self-assessment reports, accreditation documentation, and other institutional reports.
2.Assisting in the review and editing of draft documents
3.Contributing to the development of programme guides, manuals, and procedural documents to facilitate internal processes in compliance with quality assurance requirements.

2. Designing of Metrics Data Documentation

The Students Wing actively participates in designing and developing metrics data documentation aimed at monitoring and evaluating key performance indicators related to academic quality and institutional effectiveness. This involves:

1.Working closely with IQAC coordinators and criterion heads to assist them to prepare NAAC documentation.
2.Designing templates, forms, and data collection tools for capturing quantitative and qualitative data related to teaching, learning, research, and administrative processes.
3.Assisting in the collection, compilation, and analysis of metrics data to generate reports.

3. Other Activities

In addition to the aforementioned major activities, the Students Wing also engages in various other initiatives to support the objectives of the IQAC and promote academic quality within the institution. These may include:
1.Assisting for organising IQAC workshops and seminar in the area of registration, photography, guest management etc.
2.Assisting in quality audits and assessments conducted by internal and external agencies to ensure compliance with accreditation requirements and standards.
3.Providing feedback and suggestions for improvement to enhance the effectiveness of institutional processes and procedures by collecting data from their peers
4.Providing training to the peers and faculties in computer skills areas

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Conclusion

The IQAC Students Wing plays a crucial role in supporting the quality assurance efforts of the institution through its active involvement in documentation preparation, metrics data design, and other relevant activities. The dedication and contributions of the Students Wing significantly contribute to the promotion of academic excellence and institutional improvement.

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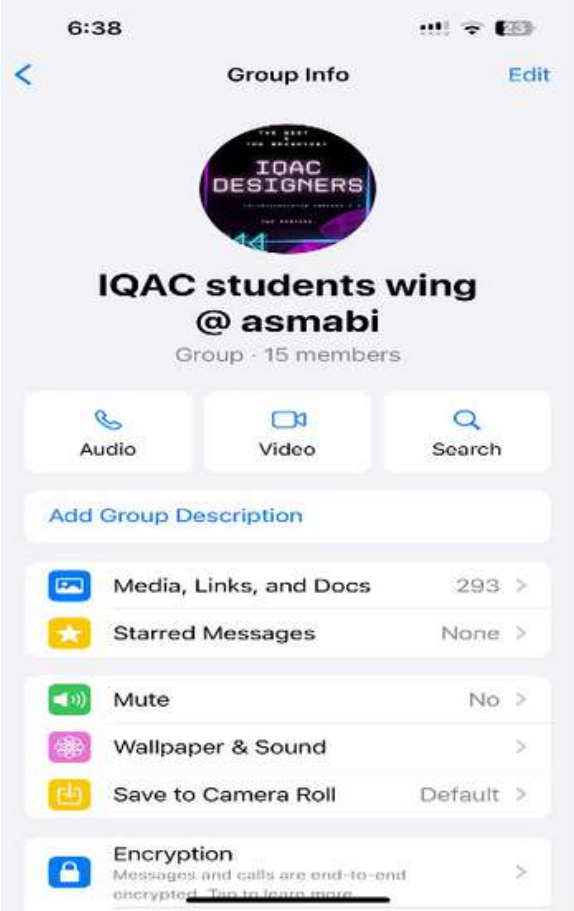

Screenshot of IQAC students wing WhatsApp group

REPORT ON TEACHER-STUDENT PROGRAMS ORGANIZED BY IQAC STUDENTS WING

Introduction

The Internal Quality Assurance Cell (IQAC) at MES Asmabi College has been actively involved in organizing teacher-student programs aimed at fostering a collaborative learning environment and enhancing both teaching and learning experiences. One such program organized by IQAC is the initiative where students teach other students in computer technology-related training sessions. These programs serve multiple purposes, including skill development, knowledge dissemination, and fostering a culture of peer learning within the college community.

Objective

The primary objective of the teacher-student programs organized by IQAC is to facilitate knowledge exchange and skill development among students, with a specific focus on computer technology-related training. By leveraging the expertise and enthusiasm of students, the program aims to empower both teachers and students to actively engage in the teaching and learning process, thereby enhancing overall learning outcomes.

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Program Description

The teacher-student program involves students taking on the role of instructors to teach their peers in various aspects of computer technology. These training sessions cover a wide range of topics, including but not limited to software applications, digital literacy skills, brochure and reporting making skills and computer proficiency in documentation.

Key Features of the Program

1. Peer Learning: The program promotes peer learning by encouraging students to share their knowledge and expertise with their fellow peers. This not only enhances the learning experience but also fosters a sense of collaboration and camaraderie among students.
2. Skill Development: Through hands-on training sessions, students have the opportunity to develop and enhance their technical skills in computer technology-related areas. By actively participating as instructors, students also refine their soft skills.
3. Documentation Proficiency: One of the key outcomes of the program is to improve students' proficiency in computer-based documentation skills. This includes training in word processing, spreadsheet applications, presentation software, and other tools essential for academic and professional purposes such as CANVA.
4. Empowerment: By empowering students to take on the role of teachers, the program instills a sense of confidence and self-efficacy among participants. Students not only gain a deeper understanding of the subject matter but also develop a sense of ownership and responsibility towards their own learning.

Outcomes and Impact:

The teacher-student programs organized by IQAC have yielded significant outcomes and impact, including:

1.Enhanced computer proficiency among students through hands-on training sessions.
2.Improved documentation skills, leading to better academic performance and professional readiness.
3.Increased confidence and leadership abilities among student instructors.
4.Fostering a culture of peer learning and collaboration within the college community.

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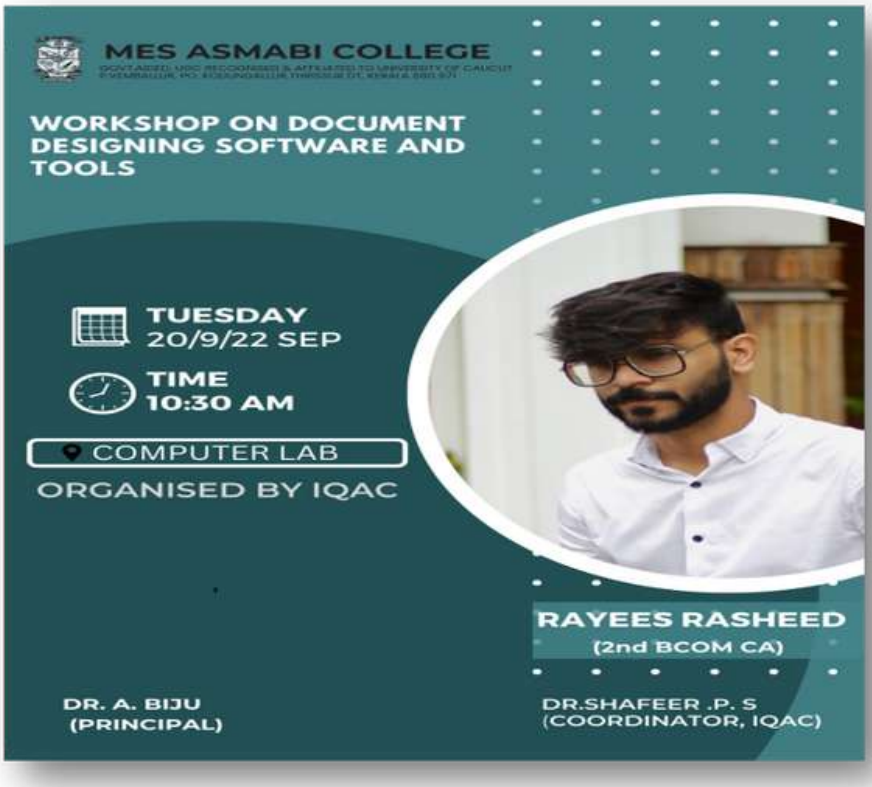
Conclusion

The teacher-student programs organized by IQAC have proven to be instrumental in promoting knowledge exchange, skill development, and peer learning among students. By harnessing the potential of students as instructors, the program not only enriches the learning experience but also empowers students to become active participants in their own education. Moving forward, IQAC remains committed to organizing such initiatives that contribute to the overall academic and personal development of students at MES Asmabi College.

Future plan

1.Continuation and expansion of the teacher-student programs to cover a broader range of subjects and disciplines.
2.Regular assessment and feedback mechanisms to ensure the effectiveness and relevance of the training sessions.
3.Encouraging participation from students across different academic levels and disciplines to promote inclusivity and diversity in the program.



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IQAC STUDENTS WING

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