



LOYOLA COLLEGE OF EDUCATION

[Re-accredited (3rd Cycle) at 'A' Grade by NAAC]

Recognized by NCTE & Affiliated to TNTEU

Nungambakkam, Chennai - 600 034, Tamil Nadu, India.

Training and Placement Cell

Organised


PLACEMENT TUTELAGE WORKSHOP: 2025

INPUT SESSION 4

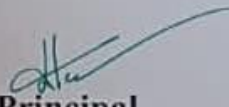
TIME MANAGEMENT

Report

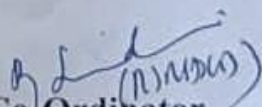
Date: 13.02.2025


Secretary

Loyola College of Education
Loyola College Campus
Chennai-600 034


Principal

PRINCIPAL
Loyola College of Education
Loyola College Campus
Nungambakkam, Chennai-34


Co-Ordinator

THE CO-ORDINATOR,
TRAINING AND PLACEMENT CELL
LOYOLA COLLEGE OF EDUCATION
NUNGAMBAKKAM,
CHENNAI - 600 034.

INVITAION CARD

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THE TRAINING AND PLACEMENT CELL
organizes

**PLACEMENT TUTELAGE
WORKSHOP '25**

Session 4

Time Management

Resource Person
Dr. V. Mary Hilda
Assistant Professor, Pedagogy of Physical Science,
Loyola College of Education, Chennai



Date: 13/02/2025 **Time: 2.05 p.m. - 2.50 p.m.**
Venue: Arrupe Auditorium

Patron Rev. Dr. D. Thomas Alexander, SJ Secretary	Organizing Secretary Ms. R. Sridevi Placement Cell Coordinator	Convenor Dr. L. Kulandai Theresal Principal
Organizing Members Dr. V. Mary Hilda Mrs. S. Catherine Nithya Dr. M. Venmani Mr. E. Jaikumar		



Loyola College of Education, Chennai - 34

Accredited 3rd Cycle at 'A' Grade by NAAC

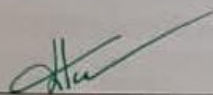
PLACEMENT TUTELAGE WORKSHOP: 2025 INPUT SESSION 4

"TIME MANAGEMENT"

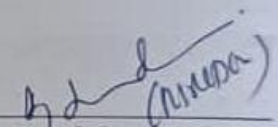
Details of the Programme	
Name of the Programme	Time Management
Date of the Programme	13.02.2025
Time of the Programme	2.00 p.m.
Target Audience of the Programme	II Year Student-Teachers, LCE
Number of Students Attended	104
Objective of the Programme	<ul style="list-style-type: none"> • Manage time efficiently • Set realistic goals and deadlines • Avoid distractions and minimize interruptions • Use time-management tools and techniques • Balance work and personal life:
Name of the Resource Person	Dr. V. Mary Hilda
Brief note about the Resource Person	<ul style="list-style-type: none"> • Assistant Professor • Pedagogy of Physical Science • Loyola College of Education, Chennai-34
Few insights given by the Resource Person (in 2 lines)	<ul style="list-style-type: none"> • Focus on high-impact activities • Avoid multitasking • Break tasks into smaller chunks • Use a "stop doing" list:
Learning outcomes of the Programme	<ul style="list-style-type: none"> • Understand the importance of effective time management. • Learn about different time management techniques and tools. • Recognize the impact of procrastination and distractions on productivity.

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Feedback Analysis		
SNo.	Parameters	Effectiveness of the session in percentage
1	Usefulness of the Input Session 4	85.6
2	Clarity of the Content Delivered By The Resource Person	84.5
3	Level of Knowledge Gaining from the Session	84.5
4	The Ability of the Resource Person to Retain the Attention of the Participants	83.5
5	Interaction of the Resource Person With Participants for Clarification	84.5
Total Effectiveness of the Session in percentage		84.5 Very Good


Signature of the Principal
Dr. L. Kulandai Theresal

PRINCIPAL
 Loyola College of Education
 Loyola College Campus
 Nungambakkam, Chennai-34


Signature of the Organiser
Ms. R. Sridevi

THE CO-ORDINATOR,
 TRAINING AND PLACEMENT CELL
 LOYOLA COLLEGE OF ED
 NUNGAMBAKKAM
 CHENNAI - 600 034.



LOYOLA COLLEGE OF EDUCATION, CHENNAI – 34
TRAINING AND PLACEMENT CELL
PLACEMENT TUTELAGE WORKSHOP: 2025
Session 4: Time Management

DATE: 13.02.2025

TIME: 2.00 p.m

