

VIRUDHUNAGAR S.VELLAICHAMY NADAR POLYTECHNIC COLLEGE, (AUTONOMOUS)
(Affiliated to Directorate of Technical Education, Chennai)

VIRUDHUNAGAR - 626001.

DEPARTMENT OF MODERN OFFICE PRACTICE

Activities attended by Students (2024 – 2025)

Activity	Period	Particulars	Remarks/ Prize Won
1. TECHNICAL QUIZ / SYMPOSIUM / PAPER PRESENTATION / COMPETITIONS			
Two Day International Conference On “Global Contemporary Issues and Unlocking Innovation in Business Industry 4.0” at VHNSN College, Virudhunagar.	24.07.2024 & 25.07.2024	522189 S.AATHITHAN 522196 S.PRADEEP KUMAR	Paper Presented & Won Best Paper Award
RTI Awareness Week Celebration 2024 – Poster Creation at VSVN Polytechnic College.	24.10.2024	524699 N.RANJITHA	Participated & Won Second Prize
Karisal’ literature festival 2024- Essay Writing Competition at VSVN Polytechnic College.	11.12.2024	524177S.SIVASAKTHI	Participated
Karisal’ literature festival 2024- Essay Writing Competition at VSVN Polytechnic College.	11.12.2024	524699 N.RANJITHA	Participated
Karisal’ literature festival 2024- Drawing Competition at Master Printers Association in Sivakasi.	11.12.2024	523724 T.Dhanaraj	Participated & Won First Prize
Karisal’ literature festival 2024- Drawing Competition at VSVN Polytechnic College.	19.12.2024	523724 T.Dhanaraj	Participated & Won Second Prize
Attended Two days Karisal’ Literary Festival 2024 at Master Printers Association in Sivakasi.	14.12.2024 and 15.12.2024	523724 T.Dhanaraj	Participated
VSVN Pongal - 2025 Festival Celebration at VSVN Polytechnic College – Kolam Competition	11.01.2025	I,II & III year MOP Girls students	Participated Won I Prize

2. SHORT TERM COURSE ORGANIZED			
"Basics of GST"	03.12.2024 to 06.12.2024	II Year MOP Students	Attended
3.SEMINAR ORGANIZED /ATTENDED			
Vision 2025	29.06.2024 03.07.2024 20.12.2024 21.12.2024 04.01.2025 18.01.2025	8 - III Year Students	Attended
Conducted One Week Induction Program	24.06.2024 to 28.06.2024	All I Year Students	Organized
One day Workshop & Guest lecture Shop Floor Immersion Programme on the topic " GST E-FILING TECHNIQUES " at VSVN Polytechnic College, Virudhunagar.	24.01.2025	All I,II,III Year Students	Organized
4.INDUSTRIAL VISIT ORGANIZED			
Industrial Visit	01.08.2024	Penguin Apparels(P) Ltd., Sattur.	56 Students 6 Staff members
5.ALUMNI MEET ORGANIZED			
Alumni Meet	04.08.2024	There was good response from the alumni. The feedback given by alumni gives us Moral support for the improvement of the department and very useful for the outgone students	10 Alumni participated

6.PARENTS MEET ORGANIZED			
Parents – Teachers Meet	16.08.2024	There was good response from the parents. The feedback given by parents gives us Moral support for the improvement of our students	All I, II & III Year Students and Parents are Participated

Activities attended by Students (2023 – 2024)

Activity	Period	Particulars	Remarks/ Prize Won
TECHNICAL QUIZ / SYMPOSIUM / PAPER PRESENTATION / COMPETITIONS			
Commemoration of 75 th Anniversary Of India's Freedom – Photography Competition at VSVN	July 2023	522716 M.HARISHVANTH	Participated & Won II Prize
Kamarajar 121th Birthday Celebration – Essay Writing Competition at Nadar Saraswathi Engineering & Technology, Theni	15.07.2023	522712 B.KASTHURI,	Participated & Won III Prize
Kamarajar 121th Birthday Celebration – Drawing & Essay Writing Competition at Nadar Saraswathi Engineering & Technology, Theni	15.07.2023	522716 M.HARISHVANTH 522719 P.MURUGESH PANDI 522714 R.ANANTHAPADMANATHAN 522711-M.ANITHA	Participated
Doctor Kalaingar 100 th Year Celebration – Essay Writing Competition	19.09.2023	522712 B.KASTHURI, 521154 K.KALAISELVI	Participated
Law Awareness Day Celebration- Essay Writing Competition at VSVN	05.10.2023	522712 B.KASTHURI, 521154 K.KALAISELVI	Won II Prize WON III Prize
Law Awareness Day Celebration- Poster Creation Competition at VSVN	06.10.2023	521155 S.THANGAPRIYA	Won III Prize

PACR Techfest-2024(Online Mode) National Level Technical Conference On The Topic “ E-Commerce Marketing ” at PACR Polytechnic College, Rajapalayam	15.02.2024 & 16.02.2024	522716 M.HARISHVANTH 522714 R.ANANTHAPADMANATHAN	Participated
37 th Thiruvallvarday Celebration – Essay Writing Competition	11.01.2024	521155 S.THANGAPRIYA	Won I Prize
Pongal Festival – Kolam Competition	12.01.2024	All Girls students and III year MOP Boys	Participated

SHORT TERM COURSE ORGANIZED

“Basics Of Typewriting”	29.05.2023 to 02.06.2023	III Year Mop 17 Students	Attended
“GIMP” Course Offered by Spoken Tutorial Project, IIT Bombay	May 2023	II & III Year Mop Students	Attended
“C AND CPP” Course Offered by Spoken Tutorial Project, IIT Bombay	FEB 2024	III Year Mop Students	Attended

SEMINAR ORGANIZED /ATTENDED

Seminar on “Fixed deposits and Loan Scheme Awareness Program” – Indian Bank	26.09.2023	All Teaching & Non Teaching Staff members	organized
Blood Donation Camp at VSV N	28.08.2023	522716 M.HARISHVANTH	Donated
Blood Donation Camp at VSVN	28.08.2023	523735 SENTHILNATHAN S	Donated
Indian Languages Festival Exhibition at VSVN	27.10.2023	All I, II year and III Year MOP Staffs and Students	Attended

Graduation Day Celebration at VSVN	02.11.2023	All II year and III Year MOP Staffs and Students	Attended
VSVN EXPO 2024	12.01.2024	All MOP Students	Attended
Tamilnadu Global Investors Meet 2024	06.01.2024	All III Year Students	Participated
INDUSTRIAL VISIT ORGANIZED			
Industrial Visit	11.09.2023	Sun Pressing Private Limited,SIDCO Industrial Estate, Madurai.	49 Students 6 Staff members
ALUMNI MEET ORGANIZED			
Alumni Meet	06.08.2023	There was good response from the alumni. The feedback given by alumni gives us Moral support for the improvement of the department and very useful for the outgone students	22 Alumni participated
PARENTS MEET ORGANIZED			
Parents – Teachers Meet	02.09.2023	There was good response from the parents. The feedback given by parents gives us Moral support for the improvement of our students	All I, II & III Year Students and Parents are Participated
SPORTS ACTIVITIES			
Cricket Match for 66 th year Sports day	03.02.2024	II & III year Students	Participated
IPAA Madurai Division Sports Women's Ball badminton	12.09.2023	521155 S.THANGAPRIYA 522711 M.ANITHA	Won I Prize
TEAC			
School visit of Commerce Group students	23.01.2024 to 09.02.2024	All MOP Staff members	32 Schools visited & database collected

TRAINING ACTIVITIES			
In house Training Program on the topic of "Basic Aptitude & Communication Skill and Team Work and Networking, Problem Solving and Critical Thinking" for Second & Third year students at VSVN Polytechnic College, Virudhunagar by Training Cell.	June 2023 to September 2023	All II year and III Year MOP Students	Attended
Two Days Placement & Carrier Guidance Program at VSVN	07.12.2023 & 08.12.2023	All III year MOP students	Attended
STANDARDS CLUB			
Standards Club of VSVN BIS Foundation Day Celebration	03.01.2024	521154 K. Kalaiselvi 522198 K. Selva Sabariesan	Participated
NAAN MUDHALVAN ACTIVITIES			
Nan Muthalvan Skill Training Course “Industry 4.0 and its Applications in Manufacturing Industries” at VSVN	07.08.2023 to 21.10.2023	All III year MOP students	Attended
Nan Muthalvan Skill Training Course “Employability Skills” at VSVN	20.09.2023 to 13.10.2023	All II year MOP students	Attended
“Nan Muthalvan One Day Skill Training” Course “Computerised Accounting” conducted to 11 th Students of Govt. Hr. Sec. School, Palavanatham	30.11.2023	521155 S.THANGAPRIYA 522712 B.KASTHURI, 522188 SHALINI S	Co-ordinate
“Nan Muthalvan One Day Skill Training” Course “Computerised Accounting” conducted to 11 th Students of Kshatriya Girls’ Higher Secondary School, Virudhunagar	04.12.2023	521155 S.THANGAPRIYA 522712 B.KASTHURI 522188 SHALINI S	Co-ordinate

Activities attended by Students (2022 – 2023)

Activity	Period	Particulars	Remarks/ Prize Won
<u>TECHNICAL QUIZ / SYMPOSIUM / PAPER PRESENTATION / COMPETITIONS</u>			
3 rd VIRTUAL NATIONAL CONFERENCE 20 th VSVN MEET 2022 on the topic “ ENTERPRISE RESOURCE PLANNING FOR MANUFACTURING INDUSTRY ENVIRONMENT ” at VSVN POLYTECHNIC COLLEGE, VIRUDHUNAGAR	02.09.2022	520165 M.SELVARAJAN 521715 T.DINESHKUMAR	Participated
PACR TECHFEST-2023 NATIONAL LEVEL TECHNICAL CONFERENCE on the topic “ DIGITAL PAYMENT SYSTEM OF INDIA ” at PACR POLYTECHNIC COLLEGE, RAJAPALAYAM	23.02.2023	522716 M.HARISHVANTH 522714 R.ANANTHAPADMANATHAN	Presented
WOMEN’S DAY CELEBRATION – MEHANDHI COMPETITION	08.03.2022	521714 ADHIPIGA K 521722 SAKSHIGUNA B	Participated
125 th VELLAICHAMY NADAR BIRTH DAY CELEBRATION – ESSAY WRITING COMPETITION	23.07.2022	521155 S.THANGAPRIYA	Participated
DEBATE ON “ IS ADDICTION A DISEASE OR A CHOICE? ” AT VSVN POLYTECHNIC COLLEGE,VIRUDHUNAGAR	11.08.2022	520165 SELVARAJAN M	Participated
BIS STANDARDS CLUB ACTIVITY – ESSAY WRITING COMPETITION	08.09.2022	521154 K.KALAISELVI	Attended
BIS STANDARDS CLUB ACTIVITY – ESSAY WRITING COMPETITION	08.09.2022	520165 SELVARAJAN M	Attended
COMMEMORATION OF 75 TH ANNIVERSARY OF INDIA’S FREEDOM – DEBATE	17.10.2022	520234 MESHACHRAJAN C 520165 SELVARAJAN M	Participated

COMPETITION at VSVN			
ENTREPRENEURSHIP DEVELOPMENT CELL – LOGO COMPETITION at VSVN	29.10.2022	522716 M.HARISHVANTH 522714 R.ANANTHAPADMANATHAN 522719 P.MURUGESH PANDI	Participated
COMMEMORATION OF 75 th ANNIVERSARY OF INDIA'S FREEDOM – DRAWING COMPETITION at VSVN	22.02.2023	520236 BARKAVI P 521714 ADHIPIGA K 520164 ROSHAN C 521726 VELMUTHU M 522716 M.HARISHVANTH 522714 R.ANANTHAPADMANATHAN 522719 P.MURUGESH PANDI 521155 S.THANGAPRIYA	Participated
COMMEMORATION OF 75 th ANNIVERSARY OF INDIA'S FREEDOM – POETRY COMPETITION at VSVN	22.02.2023	520236 BARKAVI P 521714 ADHIPIGA K 521155 S.THANGAPRIYA	Participated
THIRUVULLUVAR DAY CELEBRATION – ESSAY WRITING COMPETITION at VSVN	11.01.2023	521155 S.THANGAPRIYA 522712 B.KASTHURI	Participated
THIRUVULLUVAR DAY CELEBRATION – DRAWING WRITING COMPETITION at VSVN	11.01.2023	522716 M.HARISHVANTH 522719 P.MURUGESH PANDI	Participated
GUEST LECTURE ON “FARM TO FORK” by M.J.PRIYA DARSHINI, PROJECT ASSOCIATE-I, CSIR-CFTRI,MYSURU AT VSVN POLYTECHNIC COLLEGE	28.01.2023	II & III MOP STUDENTS	Attended
COMMEMORATION OF 75 th ANNIVERSARY OF INDIA'S FREEDOM – PHOTOGRAPHY COMPETITION at VSVN	July 2023	522716 M.HARISHVANTH	Participated & WON II Prize

KAMARAJAR 121th BIRTHDAY DAY CELEBRATION – ESSAY WRITING COMPETITION at NADAR SARASWATHI ENGINEERING & TECHNOLOGY, THENI	15.07.2023	B.KASTHURI,522712	Participated & WON III Prize
KAMARAJAR 121th BIRTHDAY DAY CELEBRATION – DRAWING & ESSAY WRITING COMPETITION at NADAR SARASWATHI ENGINEERING & TECHNOLOGY, THENI	15.07.2023	522716 M.HARISHVANTH 522719 P.MURUGESH PANDI 522714 R.ANANTHAPADMANATHAN 522711-M.ANITHA	Participated
DOCTOR KALAINGAR 100 TH YEAR CELEBRATION – ESSAY WRITING COMPETITION	19.09.2023	522712 B.KASTHURI, 521154 K.KALAISELVI	Participated
LAW AWARENESS DAY CELEBRATION- ESSAY WRITING COMPETITION at VSVN	05.10.2023	522712 B.KASTHURI, 521154 K.KALAISELVI	WON II Prize WON III Prize
LAW AWARENESS DAY CELEBRATION- POSTER CREATION COMPETITION at VSVN	06.10.2023	521155 S.THANGAPRIYA	WON III Prize

<u>SHORT TERM COURSE ORGANIZED</u>			
“BASICS OF TALLY”	25.7.2022 to 29.7.2022	III YEAR MOP 15 STUDENTS	Attended
“BASICS OF TYPE WRITING”	29.05.2023 to 02.06.2023	III YEAR MOP 17 STUDENTS	Attended
“FRONT ACCOUNTING 2.4.7” COURSE OFFERED BY SPOKEN TUTORIAL PROJECT, IIT BOMBAY	27.10.2022	II & III MOP STUDENTS	Attended
“GIMP” COURSE OFFERED BY SPOKEN TUTORIAL PROJECT, IIT BOMBAY	May 2023	II & III MOP STUDENTS	Attended
<u>SEMINAR / GUEST LECTURE / COMPETITION / ORGANIZED</u>			
COMMEMORATION OF 75 th ANNIVERSARY OF INDIA’S FREEDOM – SLOGAN WRITING COMPETITION	21.01.2023	All II year Students	Participated
COMMEMORATION OF 75 th ANNIVERSARY OF INDIA’S FREEDOM – ESSAY WRITING COMPETITION	11.01.2023	31 Students	Participated
GUEST LECTURE ON “ How to Make your 1st Million ??? Personal Finance – Best Practices & Tips ” by Mr.P.K.I.Ganesamoorthy ,B.E., M.S.,General Manger in IT Division,Pearson Education, Virudhunagar.	24.02.2023	All Teaching & Non-Teaching Staff Members	Attended
GUEST LECTURE ON “ INVESTMENTS IN STOCK MARKET ” BY Mr. R. VIGNESHWARAN, Branch Head, GEOJIT Financial Services Ltd., Virudhunagar & Mr.Chandramohan, Manager, HDFC Bank Mutual Fund Division, Virudhunagar.	28.02.2023	All I, II year and III Year MOP Staffs and Students	Attended

<u>TRAINING PROGRAM / SEMINAR / GUEST LECTURE - ATTENDED</u>			
NAN MUTHALVAN SKILL TRAINING” Course “Industry 4.0 and its Applications in Manufacturing Industries” at VSVN	07.08.2023 to 21.10.2023	All III year MOP students	Attended
NAN MUTHALVAN SKILL TRAINING” Course “Employability Skills” at VSVN	20.09.2023 to 13.10.2023	All II year MOP students	Attended
BLOOD DONATION CAMP at VSVN	28.08.2023	522716 M.HARISHVANTH	Donated
BLOOD DONATION CAMP at VSVN	28.08.2023	523735 SENTHILNATHAN S	Donated
INDIAN LANGUAGES FESTIVAL EXHIBITION at VSVN	27.10.2023	All I, II year and III Year MOP Staffs and Students	Attended
GRADUATION DAY CELEBRATION at VSVN	02.11.2023	All II year and III Year MOP Staffs and Students	Attended
“NAN MUTHALVAN ONE DAY SKILL TRAINING” Course “COMPUTERISED ACCOUNTING” conducted to 11 th Students of Govt. Hr. Sec. School, Palavanatham.	30.11.2023	521155 S.THANGAPRIYA 522712 B.KASTHURI, 522188 SHALINI S	Co-ordinate
“NAN MUTHALVAN ONE DAY SKILL TRAINING” Course “COMPUTERISED ACCOUNTING” conducted to 11 th Students of Kshatriya Girls’ Higher Secondary School, Virudhunagar	04.12.2023	521155 S.THANGAPRIYA 522712 B.KASTHURI 522188 SHALINI S	Co-ordinate
TWO DAYS PLACEMENT & CARRIER GUIDANCE PROGRAM at VSVN	07.12.2023 & 08.12.2023	All III year MOP students	Attended

INDUSTRIAL VISIT ORGANIZED

INDUSTRIAL VISIT	20.09.2022	PATWARI BAKER'S PRIVATE LIMITED,SIDCO INDUSTRIAL ESTATE,KAPPALUR, MADURAI.	51 Students 7 Staff members
INDUSTRIAL VISIT	11.09.2023	SUN PRESSING PRIVATE LIMITED,SIDCO INDUSTRIAL ESTATE,MADURAI.	49 Students 6 Staff members

ALUMNI MEET ORGANIZED

ALUMNI MEET	07.08.2022	There was good response from the alumni. The feedback given by alumni gives us Moral support for the improvement of the department and very useful for the outgone students	24 Alumni participated
ALUMNI MEET	06.08.2023	There was good response from the alumni. The feedback given by alumni gives us Moral support for the improvement of the department and very useful for the outgone students	22 Alumni participated

PARENTS MEET ORGANIZED

PARENTS – TEACHERS MEET	13.04.2022	There was good response from the parents. The feedback given by parents gives us Moral support for the improvement of our students	All III & II Year Students and Parents are Participated
PARENTS – TEACHERS MEET	01.10.2022	There was good response from the parents. The feedback given by parents gives us Moral support for the improvement of our students	All I, II & III Year Students and Parents are Participated
PARENTS – TEACHERS MEET	02.09.2023	There was good response from the parents. The feedback given by parents gives us Moral support for the improvement of our students	All I, II & III Year Students and Parents are Participated