



*SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS), SALEM - 16*

Criteria - II : Teaching Learning and Evaluation

KEY INDICATOR : 2.2 HONOURING STUDENT DIVERSITY

Metric No : 2.2.2. Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution

2.2.2 (E) Any other relevant information

Tutor - Ward Document

2021 - 2022

Sri Sarada College of Education (Autonomous), Salem – 636 016

Re-Accredited with 'A' Grade by NAAC (III Cycle)
Affiliated to Tamil Nadu Teachers Education University, Chennai

SRI SARADA COLLEGE OF EDUCATION

(AUTONOMOUS), SALEM - 636 016.

(AFFILIATED TO TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI)

RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

Name : Dr. R. SELVAMATHI SUGIRTHA

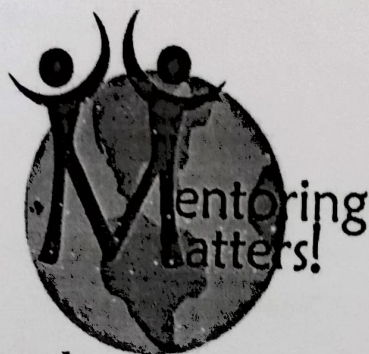
Designation : ASSISTANT PROFESSOR OF

BIOLOGICAL SCIENCE (2021-2023)

SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. R. SELVAMATHI SUGIRTHA

DESIGNATION : Asst Prof of Biological Science

PERIOD : 2021 - 2023

2021 - 2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016
MENTORING SYSTEM**

Objectives

1. Creating mutual trust between the mentor and mentees for bonding
2. Refining teacher-student communication outside classroom
3. Maintaining data base of student performance, attendance details & drop outs
4. Supporting personal & professional growth & monitoring psychological growth & progress
5. Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
6. Locating & solving attendance issues
7. Providing sustained motivation
8. Ensuring and providing feedback for parents
9. Identifying learning needs of the students and ensure appropriate learning strategies
10. Provisioning a Comprehensive Personal Student Record
11. Cultivating a healthy learning environment in college

Expected Outcomes

- A healthy Learning Environment
- Creation of positive communication channels among Principal, Parents, Staff and Students
- Enhancing a feeling of belonging among students
- Self confident, bold and active, enthusiastic student community
- Better attendance, lesser dropouts and good psychological health of students
- Confident Parents
- Improved Performance in the college and during practice teaching / internship as well

In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement. Please note that neither coaching nor counselling is the prerogative of mentoring, though they can be done sometimes.

Roles and Responsibilities of Mentors

- Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process
- Select a spokesperson/representative for the group
- Collect data of mentees & maintain a file (Profiling the students)
- On locating their need for marked improvement in certain subjects, refer the same to respective faculty members
- Track the attendance record and ensure their regularity.
- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Counselling Committee
- Notify the College Union about students with special talents
- Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.
- Compile their progress in performance and discuss about further improvement
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them twice in a month and record the same as a Review Report , to be sent to the Principal
- Preparation of Orientation Monthly Reports
- Ensure holistic well-being of Mentees

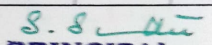
Roles and Responsibilities of Mentees

- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
- Know what you want and ask for what you need
- Identify special goals that you want to achieve and discuss it clearly with your mentor
- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
- Have a positive attitude
- Accept feedback respectfully and cordially, and discuss future course of action
- Attend mentor meetings regularly and punctually
- Provide feedback and communicate healthy developments in you
- Reciprocity in interaction is the key to a successful mentor-mentee relationship.

'No one is a stranger, my child; the whole world is your own' - Holy Mother

S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021P29	S. DIVYA DHARSHINI	9894248563	D/o, G. Selvakumar, 2-2/19, Sangeethapatti (V) kottagoundampa -thi (PO) omalur (TK), Salem(dt) - 636011
2.	2021M26	N. THANIKODI	7373833073	D/o K. Nallakaruntan, Thadhanur (V) Pappimeddiapatti (TK) Dharmapuram - 635302
3.	2021M15	S. BHUVANESHWARI	9123565274 9994249573	D/o S. Meena, 4/101, Vaikal Road, Anaimedu, Konanchettiyar (PO), Vazhappadi, Salem - 636104
4.	2021E10	P. MALATHI	8248441388	D/o, P. Kala, 83/63, A. Pudu - theru, Omalur, Salem - 636455
5.	2021T05	K.M. PREETHI	7904285637	D/o K. Murugesan, 5/7-1/10, Maniyammam kovil street, East ellampillai, Salem - 637502
6.				
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			1 11/11/21	2 15/11/21	3 24/11/21	4 24/11/21	5 3/12/21	6 9/3/22	7 16/4/22	8 16/5/22	9 8/6/22	10 21/7/22
1.	2021P29	S. DIVYA DHARSHIN	X	X	X	X	X	X	X	X	X	X
2.	2021M26	N. THANIKODI	X	a	X	X	X	X	X	X	X	X
3.	2021M15	S. BHUVANESHWARI	X	X	X	X	X	X	a	X	X	X
4.	2021E10	P. MALATHI	X	X	X	X	X	X	X	X	X	X
5.	2021T05	K-M. PREETHI	X	X	a	X	X	X	X	X	X	X
Signature of the Mentor			R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.	R. S. S.
Signature of the Principal			<p style="text-align: center;">  PRINCIPAL Sri Sarada College of Education (Autonomous) SALEM-636 016 </p>									

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			11 11/8/22	12 23/12/22	13 11/1/23	14 19/1/23	15 25/1/23	16 30/1/23	17 1/2/23	18 22/2/23	19 22/8/22	20
1.	2021P29	S. DIVYADHARSHINI	X	X	X	X	X	a	X	X	X	
2.	2021M26	N. THANIKODI	X	X	X	X	X	X	X	X	X	
3.	2021M15	S. BHUVANESHWARI	X	X	X	X	X	X	X	X	X	
4.	2021E10	P. MALATHI	X	X	X	X	X	X	X	X	X	
5.	2021T05	K.M. PREETHI	X	X	X	a	X	X	X	X	X	
Signature of the Mentor			R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]	R.S. [Signature]
Signature of the Principal			S.S. [Signature] PRINCIPAL Sri Sarada College of Education (Autonomous) SALEM-636 016									

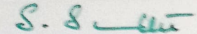
Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
13	11.1.2023	All present (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The students impressions and opinion about the workshop on the topic " Novel pedagogical approach for prospective teachers" held on 10.01.2023
14	19.1.23	Present-4 Absent-1	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were guided and instructed for the contests related to "Bharathiyar Vizha". Their comments for the I year students performance were also shared between them.
15	25.1.23	All present (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students were motivated and encouraged to submit their practicum related records and preparation of more instructional materials and aids.
16	30.1.23	Present - 4 Absent - 1	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees articulated their feedback about the literary forum "Kambar kazhagam".
17	1.2.23	All present (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees expressed their future career plans after the completion of degree. they were motivated either to pursue higher education or good employment opportunities.
18	22.2.23	All present (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students doubts and queries related to competitive exams, were clarified, the significance of effective communication while facing interview panel was highlighted.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1	29.10.22	K.M. Preethi	Academic / Personal / Any other Noticed tension with exam.	Tips such as increasing concentration, keep some plans & others were given.
2	1.11.22	K.M. Preethi	Academic / Personal / Any other Health issue	Health tips were given by the mentor.
3	6.12.22	P. Malathi.	Academic / Personal / Any other Exam fear	Advice given → Reward yourself with the self talk.
4	11.12.22	N. Thanikodi	Academic / Personal / Any other	N. Thanikodi is good in Academic, she needs tips to score more marks.
5	22.1.22.	K.M. Preethi	Academic / Personal / Any other	K.M. Preethi is good in sports. The days she went Athletic needs.
6	7.2.22	S. Bhuvaneshwari.	Academic / Personal / Any other	S. Bhuvaneshwari, she needs personal counselling for concentrating in Academic papers.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7	1.4.22	S. Divyadharsini	Academic / Personal / Any other Accessing on line resources clarification needed.	she was oriented about OERs, LMS & other websites.
8	18-4-22	P. Malathi.	Academic / Personal / Any other Guidance for practical aspects.	Leemarose needs Guidance for practical aspects.
9	19.05.22	N. Thanikodi.	Academic / Personal / Any other Suggestions for TNPSC preparations.	N. Thanikodi can refer more books in library.
			Academic / Personal / Any other	<p>S. S.  PRINCIPAL Sri Sarada College of Education (Autonomous) SALEM-636 016</p>
			Academic / Personal / Any other	
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RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

Name : Dr. V. PRIYA

Designation : ASSISTANT PROFESSOR

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**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. V. PRIYA

DESIGNATION : ASSISTANT PROFESSOR OF
PHYSICAL SCIENCE

PERIOD : 2021-2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016
MENTORING SYSTEM**

Objectives

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Roles and Responsibilities of Mentees

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S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021P36	S. SRINITHI	9360768300	4/77, 7 Pethampatti, Murungapatti (Post) Salern - 636307
2.	2021M23	M. RESHMA	8056447558	621, Vanniyaar Nagar Periyapudur, Near Sarada college Salern - 636016
3.	2021M24	V. SANDHIYA	7845076717	16-70/117, Meyyanoor Kattuvallavu, Edanganasalai Salern - 637502
4.	2021M25	S. SARANYA	9345802167	30/7, Swanambigai Street, Near Balan (odge Salern - 636001
5.	2021E06	M. GOMATHI	9344456581	388, Anna Nagar, Narasothipatti, salern - 636004
6.	2021B39	J. JAYASHREE	8672273696	Eshwaran Kovil Street, Belur (po) Valappady (T.K) Salern (DT) - 636104
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			1	2	3	4	5	6	7	8	9	10
			01.11.22	15.11.22	24.11.22	24.11.22	3.12.22	9.3.22	18.4.22	16.5.22	8.7.22	21.7.22
1.	2021P36	S. SRINITHI	X	X	X	X	X	X	X	X	X	X
2.	2021M23	M. RESHMA	X	X	X	X	X	X	a	X	X	X
3.	2021M24	V. SANDHIYA	X	X	X	X	X	X	X	X	X	X
4.	2021M25	S. SARANYA	X	X	X	X	X	X	X	X	X	X
5.	2021E06	M. GOMATHI	X	X	a	X	X	X	X	X	X	X
6.	2021B39	J. JAYASREE	X	X	X	X	X	X	X	X	X	X
Signature of the Mentor												
Signature of the Principal												

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Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date								19	20
			11 <i>22.1.23</i>	12 <i>23.1.23</i>	13 <i>11.1.2023</i>	14 <i>19.1.2023</i>	15 <i>25.1.2023</i>	16 <i>30.1.23</i>	17 <i>1.2.23</i>	18 <i>22.2.23</i>		
1.	2021P36	S. SRINITHI	X	X	X	X	X	X	X	X		
2.	2021M23	M. RESHMA	X	X	X	X	X	X	X	X		
3.	2021M24	V. SANDHIYA	X	X	X	X	X	X	X	X		
4.	2021M25	S. SARANYA	X	X	X	X	X	X	X	X		
5.	2021E06	M. GOMATHI	X	X	X	X	X	X	X	X		
6.	2021B39	J. JAYASHREE	X	X	X	X	X	X	X	X		
Signature of the Mentor			<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	
Signature of the Principal <i>S. S. [Signature]</i>												

PRINCIPAL
 Sri Sarada College of Education.
 (Autonomous)
 SALEM-636 016

Mentor - Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	1.11.2021	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Ice-breaking session between mentor and mentees, the session 'Who am I?' and 'Why am I here' of achievement motivation seminar.
2.	15.11.21	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other mentees' experiences about micro teaching sessions were shared there was a healthy discussion about the implementation of micro skills.
3.	24.11.21	Present - 5 Absent - 1	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Instructions were given about the Basic guide Captains Training Programme.
4.	24.11.21	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students academic progress was discussed. The importance of observing senior teachers was highlighted for the forthcoming demonstration class.
5.	31.12.21	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students were informed about the preparation for the practical exam.
6.	9.3.22	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic counselling was given for the forthcoming university examination.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7	18.4.2022	Present - 5 Absent - 1	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other one mentees are informed about the plan/schedule of tajore trip and the session was happy & fulfilled.
8.	16.5.2022	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The progress of the mentees was assessed along with the discussion on tutorial group project.
9.	8.9.2022	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other this session was exclusively for discussing their challenges and requirement for effective learning
10.	21.7.22	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other performance of model examination was discussed. The peer members helped each others by sharing their materials and explaining the difficult concepts.
11.	11 & 22.8.22	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Tutorial group projects title was finalised. The duties of mentees were alloted. Their doubts about the practicum component were clarified.
12.	23.12.22	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other To hone up their employability skills, mentees were oriented about resume writing, facing Interview-panel, personal disposition.

Mentor - Mentees Sessions Report

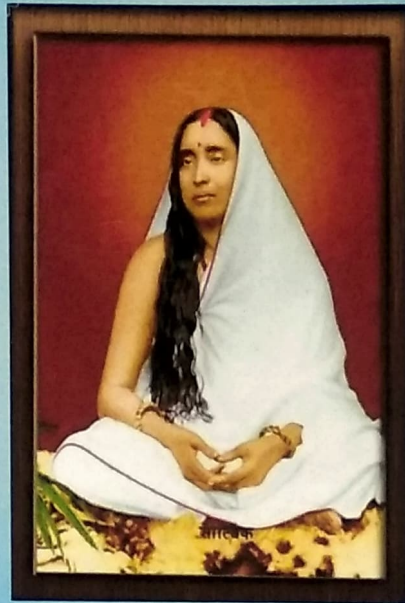
S.No.	Date	No. of students present	Topic of the Discussion
13.	11.1.20 ²³	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The students impressions about the workshop on the topic " novel pedagogical approach for prospective teachers" held on 10.1.2023
14.	17.1.23	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were guided for the contests related to Bharathiyai visha. Their comments for the I year students performance were also shared
15.	25.1.23	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students are motivated to submit their practicum related records and preparation of more instructional materials
16.	30.1.23	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees articulated their feedback about the literary forum "Kamban Koshagam"
17.	1.2.23	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees expressed their future plans after the completion of B.Ed, they were motivated either to pursue higher education or to good employment opportunities.
18.	22.2.23	All Present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students queries related to competitive examinations were clarified. The significance of effective communication while facing interviews panel was highlighted. Employment records

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RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

Name : Dr. K.P. SHANMUKA VADU

Designation : ASSISTANT PROFESSOR OF
EDUCATION

2021 - 2023

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. K. P. SWANMUKA VADISU

DESIGNATION : ASSISTANT PROFESSOR OF
EDUCATION

PERIOD : 2021-2023

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- Select a spokesperson/representative for the group
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- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
- Know what you want and ask for what you need
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- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
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S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021 P34	C. SIVAMBICAI	6380173370.	D/o chinna thambi Methur (Tle), Salem - 02.
2.	2021 P35	S. SOWDHESWARI	9080372601	D/o Subramani 1415c, Karungal patti, Gungai Salem - 6.
3.	2021 M21	N. NISHANTHI	7904631604	D/o K. Nandhagopal, B1, Ramarathapuram, Andro Nagar, Salem.
4.	2021 B38	H. AZIZUNISHA	9994312997	D/o A.H. Aameef Mohamed 40/58A - RD Pabul st, Aisipalayam, Salem - 9.
5.	2021 B44	K. NANDHAKI	9344975722	D/o R. Kumar, 298, Ambedkar st, South Alagapuram, Salem - 4.
6.	2021 P31	M. GINAMAMBICAI	7010302430	D/o Mohan 4/22, Back side of Anne Stalin Shelam patti, Namakkal - 15.
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			1	2	3	4	5	6	7	8	9	10
			1/11/21	15/11/21	24/11/21	3/12/21	24/1/22	9/3/22	18/4/22	16/5/22	2/6/22	21/7/22
1	2021P34	C. SEVAMBICAI	X	X	X	X	X	X	X	X	X	X
2	2021P35	S. SOWDHAESWARI	X	X	X	X	X	X	X	X	X	X
3	2021M21	M. NISHAMATHI	X	X	X	X	X	X	X	X	X	X
4	2021B38	H. AZIZUNISHA	X	X	X	X	X	X	X	X	a	X
5	2021B44	K. NANDHINI	a	a	X	X	X	X	X	X	X	X
6.	2021P31.	M. GNANAMBICAI	X	X	a	X	X	X	X	X	X	X
Signature of the Mentor			<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
Signature of the Principal												

PRINCIPAL
 Sri Sarada College of Education
 (Autonomous)
 SALEM-636 016

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			11	12	13	14	15	16	17	18	19	20
			22/8/22	23/12/22	11/1/23	19/1/23	25/1/23	30/1/23	1/2/23	22/2/23		
1	2021P34	C. SIVAMBICAI	X	X	X	X	X	X	X	X		
2	2021P35	S. SOWDHAESWARI	X	X	X	X	X	X	X	X		
3	2021M21	M. NISHANTHI	X	X	X	X	X	X	X	X		
4	2021B38	A. AZIZUNISHA	X	X	X	X	X	X	X	X		
5	2021B44	K. NANDHINI	X	X	X	X	X	X	X	X		
6.	2021P31	M. GIVANAMBICAI	X	X	X	X	X	X	X	X		
Signature of the Mentor			<i>lep</i>	<i>lep</i>	<i>lep</i>	<i>lep</i>	<i>lep</i>	<i>lep</i>	<i>lep</i>	<i>lep</i>		
Signature of the Principal			<i>S. S. Srinivasan</i>									

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Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	1.11.2021	K. Nandhini (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Introductory session of Mentor-Mentee was held and discuss about who am I? & why am I here.
2.	15.11.21	K. Nandhini (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on Microteaching and their doubts were clarified.
3	24.11.21	M. Gnanambigai (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Orientation was given about basic guide captains training programme which was would be conducted commenced ^{from 29.11.2021}
4.	24.11.21	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Orientation was given on demonstration classes and its significance.
5.	3.12.21	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on Practical Examination to be conducted on 8.12.2021.
6	9.3.22.	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance for writing I-Semester Examination was given.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7.	18.4.22.	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other ^{Instructions} Necessary information related to the Educational Tour Tanjung was given to be visited on 19.4.22.
8.	16.5.22	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on Group project.
9.	8.6.22.	H.AZZEZUNNISA (5)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their Academic progress and the challenges they've faced.
10.	21.7.22.	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Tips were given to face the 2 nd semester examination.
11.	22.8.22	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Orientation on Double teaching was given.
12.	23.12.22.	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Orientation on Campus teaching interview was given.
13.	11.1.23.	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their feed back about the work shops on Novel Pedagogical approach for prospective teachers' held on 10.1.23.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
14	19.1.23	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on the programmes to be given on Bharathirvizha, which will be held on 23.1.23.
15	25.1.23	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on group project their academic progress.
16	30.1.23	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Feedback was shared by the students about the visit of Kamban Kalyan-visit held on 27.1.23 27.01.23 at Deiveegan mandapam, Selam.
17	1.2.23	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared about their future endeavours in their both personal and professional life.
18	22.2.23	(6)	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance was given to clear competitive examination.
			Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1.	29.10.2021	C. SIVAMBIGAI	Academic / Personal / Any other Fear to face the new environment.	Guidance was given accordingly
2.	1.11.2021	K. Nandhini	Academic / Personal / Any other Need suggestions to improve her singing skill.	Needed details and suggestions were given.
3.	25.11.2021	S. Sowdhevari	Academic / Personal / Any other Need guidance to improve her presentation skill.	Tips were given (how to insert images, smart art, Font size & style).
4.	6.12.2021	M. GNANAMBIGAI	Academic / Personal / Any other Need assistance to get Tamil material	Suggested Tamil books and materials to enhance her learning.
5.	11.2.2022	H. Arizunisha.	Academic / Personal / Any other Seeking guidance for higher study.	Needed guidance was given.
6.	25.2.2022	M. Nishanthi	Academic / Personal / Any other Guidance for enhancing Technology skills.	Relevant (needed) sources are given.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7	14.3.22	A. Anambikai .M.	Academic / Personal / Any other Feeling stressed, because of low marks in Model exam	Remedial measures were given. (Shared study materials & Peer tutoring was arranged)
8	11.4.22	C. Sivambikai	Academic / Personal / Any other Depressed due to her health condition & Family situation.	Needed counselling, was given.
9.	29.12.22	S. Soudheswari A N. Nishanthi	Academic / Personal / Any other Need guidance for Competitive examination.	Study materials related to TET, UGET, TRC, STMPSC were suggested.
10.	28.1.23	A. Anambikai .M.	Academic / Personal / Any other Feeling inferior.	Tips to develop her personality were given.
11.	10.2.23	K. Mandhini	Academic / Personal / Any other Need guidance for TLM.	Relevant guidance was given.
12.	24.2.23	C. Sivambikai	Academic / Personal / Any other Feeling down because of her poor concentration in studies.	Concentration techniques were suggested & remedial measures like Peer tutoring was arranged.

SRI SARADA COLLEGE OF EDUCATION

(AUTONOMOUS), SALEM - 636 016.

(AFFILIATED TO TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI)

RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

2021 - 2023

Name : Dr. K. KAMALA DEVI

Designation : Assistant Professor of
English.

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. K. KAMALA DEVI

DESIGNATION : Asst. Prof. of English

PERIOD : 2021 - 2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016
MENTORING SYSTEM**

Objectives

1. Creating mutual trust between the mentor and mentees for bonding
2. Refining teacher-student communication outside classroom
3. Maintaining data base of student performance, attendance details & drop outs
4. Supporting personal & professional growth & monitoring psychological growth & progress
5. Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
6. Locating & solving attendance issues
7. Providing sustained motivation
8. Ensuring and providing feedback for parents
9. Identifying learning needs of the students and ensure appropriate learning strategies
10. Provisioning a Comprehensive Personal Student Record
11. Cultivating a healthy learning environment in college

Expected Outcomes

- A healthy Learning Environment
- Creation of positive communication channels among Principal, Parents, Staff and Students
- Enhancing a feeling of belonging among students
- Self confident, bold and active, enthusiastic student community
- Better attendance, lesser dropouts and good psychological health of students
- Confident Parents
- Improved Performance in the college and during practice teaching / Internship as well

In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement. Please note that neither coaching nor counselling is the prerogative of mentoring, though they can be done sometimes.

Roles and Responsibilities of Mentors

- Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process
- Select a spokesperson/representative for the group
- Collect data of mentees & maintain a file (Profiling the students)
- On locating their need for marked improvement in certain subjects, refer the same to respective faculty members
- Track the attendance record and ensure their regularity.
- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Counselling Committee
- Notify the College Union about students with special talents
- Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.
- Compile their progress in performance and discuss about further improvement
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them twice in a month and record the same as a Review Report , to be sent to the Principal
- Preparation of Orientation Monthly Reports
- Ensure holistic well-being of Mentees












Roles and Responsibilities of Mentees

- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
 - Know what you want and ask for what you need
 - Identify special goals that you want to achieve and discuss it clearly with your mentor
 - Seek information regarding resources that you need from various sources
 - Conduct Peer Mentoring to help your mentor
 - Have a positive attitude
 - Accept feedback respectfully and cordially, and discuss future course of action
 - Attend mentor meetings regularly and punctually
 - Provide feedback and communicate healthy developments in you
- Reciprocity in interaction is the key to a successful mentor-mentee relationship.











'No one is a stranger, my child; the whole world is your own' - Holy Mother

S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021P32	R. Niroshini	8270269846	D/o M. Ramachandiran, 104-B Mayor Nagar, 4th Cross, East street, Peramanoor, Salem - 7
2.	2021E09	V. Kalyani	9486872792	D/o N. Venkatasubramanian, C1, Sri Harinivas Apartment, Ammasi, Gounder St Ramakrishna Road, Salem. 7
3.	2021M18	S. Kokila		D/o S. Sekar, 5/123 A, Elamanur Padugai Thiruparaithurai, Trichy.
4.	2021B42	P. Madhumitha	9790216481	D/o A. Perumal, 3/166, Ellugundu, Chellichowadi, Salem - 16.
5.	2021H40	J. Jefrin Zerah	9842264438 8012790900	D/o P. John Stephen, 39 Ponmalai Nagar, Kinathukadavu, Coimbatore - 642/09
6.	2021H49	J. Jhansi Rani	8825663125	D/o K. Jayakumar, 22/A/63 Markabandhu Street, Peramanoor, Salem - 7
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			1 1.11.21	2 15.11.21	3 24.11.21	4 3.12.21	5 24.1.22	6 9.3.22	7 18.4.22	8 16.5.22	9 8.6.22	10 21.7.22
1	2021E09	V. Kalyani	X	X	X	X	X	X	X	X	X	X
2	2021M18	S. Kokila	X	X	X	X	X	X	X	X	X	X
3	2021P32	R. Niroshini	X	X	X	X	X	X	X	X	X	X
4	2021B42	P. Madhumitha	X	X	X	X	X	a	X	X	X	X
5	2021H40	J. Jefin Zerah	X	X	X	X	X	X	a	X	X	X
6	2021H49	J. Jhansi Rani.	X	a	X	X	X	X	X	X	a	X
Signature of the Mentor												
Signature of the Principal												

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date										
			11 11.8.22	12 22.8.22	13 22.12.22	14 11.1.23	15 19.1.23	16 25.1.23	17 30.1.23	18 1.2.23	19 22.2.23	20	
1	2021E09	V. Kalyani	X	X	X	X	X	X	X	X	X	a	
2	2021M18	S. Kokila	X	X	X	X	X	X	X	X	X	X	
3	2021P32	R. Nimshini	a	X	X	X	X	X	X	X	X	a	
4	2021B42	P. Madhumitha	X	X	X	X	X	X	X	X	X	X	
5	2021H40	J. Jefrin Zerah	X	X	X	a	X	X	X	X	X	X	
6	2021H49	J. Jhansi Rani.	a	X	X	X	a	X	X	X	X	X	
Signature of the Mentor													
Signature of the Principal			S. S. 										

PRINCIPAL
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Mentor - Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	1.11.2021	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Ice-breaking session between mentor and mentees. The sessions 'Who am I?' and 'Why am I?' of Achievement Motivation Seminar.
2.	15.11.21	All present except Jhansi Rani.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees' experiences about Microteaching sessions were shared. There was a healthy discussion about the implementation of micro skills.
3	24.11.21	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Instructions were given about Basic Guide Captains' Training Camp Programme.
4.	24.11.21	All present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students' academic progress was discussed. The importance of observing senior teachers was highlighted for the forthcoming demonstration classes.
5	3.12.21	All present	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students were informed about the preparation for the practical examination.
6.	9.3.22	All present except Madhumika	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic counselling was given for the forthcoming University examination.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7.	18.6.2022	All present except Jefrin Zerah.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Our mentees are informed about the plan/schedule of Danjore trip and the session was so happy & fun filled.
8	16.5.2022	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The progress of the mentees was assessed along with the discussion on Tutorial group project.
9.	8.6.2022	All present except Jhansi Rani.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other This session was exclusively for discussing their challenges and requirements for effectively learning.
10.	21.7.22	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Performance of model examination was discussed. The peer members helped each other by sharing their materials & explaining the difficult concepts.
11	11 and 22.8.22	(11.12.22) 2 absentees. All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Tutorial Group Project title was finalized. The duties of mentees were allotted. Their doubts about the practical components were clarified.
12.	29.12.22	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Employment Readiness To hone up their employability skills, mentees were oriented about resume writing, facing interview panel, personal disposition, etc

Mentor - Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
13	11.1.2023	All present except Jeehin Zarah.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The students' impressions about the workshop on 'Novel Pedagogical Approach for Prospective Teachers' held on 10.1.23.
14.	19.1.23	All present except Jhansi Rani.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were guided for the contests related to Bharathiar Vizha. Their comments for the I year students' performance were also shared.
15	28.1.23	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students were motivated to submit their practicum related records and preparation of more instructional materials.
16.	30.1.23	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees articulated their feedback about the literary forum 'Kamban Kazhagam'.
17	1.2.23	All present.	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees expressed their future plans after the completion of B.Ed. They were motivated either to pursue higher studies or employment.
18	22.2.23	All present except Kalpani & Nirashini	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students' queries related to competitive examinations were clarified. The significance of effective communication while facing interview panel was highlighted.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1	1.11.2021	V. Kalyani	Academic / Personal / Any other Visually challenged. Sought Academic support.	She was permitted to record the class interaction. Select audio files can be sent to her.
2	12.11.21	S. Kokila J. Jefin Zerah.	Academic / Personal / Any other Home sick. They are staying in college hostel.	Counselling was given.
3	17.11.21	J. Jhansi Rani.	Academic / Personal / Any other She found it difficult to cope up with the pace of instruction.	Individual tutoring was given.
4	3.12.21	V. Kalyani.	Academic / Personal / Any other Seeking materials for Competitive examinations.	Assisted with the help of appropriate materials from the college library.
5	23.12.21	J. Jefin Zerah.	Academic / Personal / Any other Needs more reference materials.	Academic support was given.
6	02.01.22	J. Jhansi Rani.	Academic / Personal / Any other Not much interactive & feeling aloof-	Personal counselling was given on significance of socialization.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7.	06.02.22	V. Kalyani.	Academic / Personal / Any other Preparation for competitive exams.	Assisted with needed materials & part question papers.
8.	11.02.22	V. Kalyani.	Academic / Personal / Any other Needed audio lessons.	More video/audio links were provided.
9.	03.03.22	S. Kokila & J. Jofin Zerah.	Academic / Personal / Any other Hostel issues.	Appropriate guidance was given.
10.	25.04.22	P. Madhumitha	Academic / Personal / Any other Much interested in editing.	Enrichment activity was given.
11.	16.05.22	S. Kokila	Academic / Personal / Any other Trouble in writing essay questions.	Helped with model answers.
12.	28.06.22	V. Kalyani.	Academic / Personal / Any other Enrichment Activity.	Asked to be the rapporteur of the club activity.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
13.	3.1.2022	V. Kalyani & Jefrin Zetrah.	Academic / Personal / Any other Preparation for ETET exam.	Needed materials were given & analysed the past question papers.
14.	18.2.2023	Jhansi Rani	Academic / Personal / Any other Touble in aids preparation.	Motivated to get involved in all practicum components.
15.	14.3.2023	V. Kalyani.	Academic / Personal / Any other Assistance needed for practical exam.	Provisions were arranged.
			Academic / Personal / Any other	
			Academic / Personal / Any other	
			Academic / Personal / Any other	

SRI SARADA COLLEGE OF EDUCATION

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RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

2021 - 2023

Name : Dr. V. Anulselvi

Designation : Assistant Professor of
Education

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. V. Anulselvi

DESIGNATION : Assistant Professor of Education

PERIOD : 2021-2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016
MENTORING SYSTEM**

Objectives

1. Creating mutual trust between the mentor and mentees for bonding
2. Refining teacher-student communication outside classroom
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5. Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
6. Locating & solving attendance issues
7. Providing sustained motivation
8. Ensuring and providing feedback for parents
9. Identifying learning needs of the students and ensure appropriate learning strategies
10. Provisioning a Comprehensive Personal Student Record
11. Cultivating a healthy learning environment in college

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- Creation of positive communication channels among Principal, Parents, Staff and Students
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- Self confident, bold and active, enthusiastic student community
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In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement. Please note that neither coaching nor counselling is the prerogative of mentoring, though they can be done sometimes.

Roles and Responsibilities of Mentors

- Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process
- Select a spokesperson/representative for the group
- Collect data of mentees & maintain a file (Profiling the students)
- On locating their need for marked improvement in certain subjects, refer the same to respective faculty members
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- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Counselling Committee
- Notify the College Union about students with special talents
- Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.
- Compile their progress in performance and discuss about further improvement
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them twice in a month and record the same as a Review Report , to be sent to the Principal
- Preparation of Orientation Monthly Reports
- Ensure holistic well-being of Mentees

Roles and Responsibilities of Mentees

- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
- Know what you want and ask for what you need
- Identify special goals that you want to achieve and discuss it clearly with your mentor
- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
- Have a positive attitude
- Accept feedback respectfully and cordially, and discuss future course of action
- Attend mentor meetings regularly and punctually
- Provide feedback and communicate healthy developments in you
- Reciprocity in interaction is the key to a successful mentor-mentee relationship.

'No one is a stranger, my child; the whole world is your own' - Holy Mother

S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021T01	G. Divya	9514590703	4/207, Sadayandiyur Street, M. Kollapatti, S. Kollapatti (P.O.), Salem - 636030
2.	2021T02	R. Gokila	9159289662	(D/O) Ramachandran, Melatheroor, Kallakwichi - DT, Rishivandiyam Village panchayat.
3.	2021M22	K. Nithya	8220027361, 9944264197	711, D-Block, New housing Unit, Ammankulam, Coimbatore - 641045
4.	2021P28	B. Benasin	7449161261	22/20 - Vivekanandhar Street, Ammapet, Salem - 636001
5.	2021P30	M. Fathima Bee	9894486984	144/2, Sanyasigundu Extension, Salem - 636015
6.	2021B37	R. Aishwarya	9344058157	11/57, Rajamanikam Street, Hasthampatti, Salem - 636007
7.	2021E13	N.T. Roshini	7867011994	Sree illam upstairs, 3 rd cross Street, Water board Colony, Alagapuram, Salem - 636016

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date										
			1 1.11.21	2 24.11.21	3 24.11.21	4 25.11.21	5 3.12.21	6 9.3.22	7 18.4.22	8 16.5.22	9 8.6.22	10 21.7.22	
1.	2021T02	R. Gokila	a	X	X	X	X	X	X	X	X	X	X
2.	2021T01	Gi. Divya	X	X	X	X	X	X	X	X	X	X	X
3.	2021M22	K. Nithya	X	X	X	X	X	X	X	X	X	a	X
4.	2021P28	B. Benasir	X	X	X	X	X	X	X	X	X	X	X
5.	2021P30	M. Fathima Bee	X	X	X	X	X	X	X	X	X	a	X
6.	2021B37	R. Aishwarya	a	X	X	X	X	X	X	X	X	X	X
7.	2021E13	N.T. Rashini	X	X	X	X	X	X	X	X	a	X	X
Signature of the Mentor			<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>	<i>As</i>
Signature of the Principal			<p>S. S. Srinivas</p> <p>PRINCIPAL</p> <p>Sri Sarada College of Education (Autonomous) SALEM-636 016</p>										

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date								19	20
			11	12	13	14	15	16	17	18		
			22/8/22	23/8/22	11/1/23	19/1/23	25/1/23	30/1/23	1/2/23	22/2/23		
1.	2021T01	G. Divya	X	X	X	X	a	X	X	X		
2.	2021T02	R. Gokila	X	X	X	X	a	X	X	X		
3.	2021M22	K. Nithya	X	X	X	X	X	X	X	a		
4.	2021P28	B. Benasir	X	X	X	X	X	X	X	X		
5.	2021P30	M. Fathima Bee	X	X	X	X	X	a	X	X		
6.	2021B37	R. Aishwarya	X	X	X	X	X	X	X	X		
7.	2021E13	N.T. Rashini	X	X	X	X	X	X	X	X		
Signature of the Mentor			<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>		
Signature of the Principal			<p><i>S. S. Anu</i> PRINCIPAL Sri Sarada College of Education (Autonomous) SALEM-636 016</p>									

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	01.11.21	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Self-Introduction session of Mentor – Mentees. Who am I? & Why am I? sessions were held on.
2.	24 25.11.21	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees shared their experience on micro-teaching classes. Mentees were given advice on overcoming difficulties of micro-teaching classes.
3.	24.11.21	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were highlighted on rules & regulations to be followed during Babic Guide Captain's Training
4.	25.11.21	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic difficulties were queried from mentees for which they are given guidance to improve academic progress.
5.	3.12.21	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given orientation on practical examinations.
6.	9.3.22	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were instructed to follow study skills to do well on university examinations.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7.	18.4.22	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given instructions on field trip (Education Tour) to Tanjore, Tamil University.
8.	16.5.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic progress of each Mentees was queried and given orientation on Guided Inquiry Project title was disclosed during the session.
9.	08.6.22	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given advice on keeping appropriate study habits to score better on mid semester & semester examination.
10.	21.7.22.	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given advice on the basis of score they got in model exams to improve their performance in the semester examination.
11.	22.8.22	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guided inquiry Project title was finalised & the role of each Mentee was allotted by the Mentor. How to collect review of literature has been explained by the Mentor.
12.	23.12.22	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given orientation on placement services of our college & asked them to develop employability ready skills.


Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
13	11.01.23	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees shared their experiences on Workshop of Novel Pedagogical approach of Prospective teachers held on 10.1.23..
14.	19.01.23	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were given Orientation on Participating Bharathian Vigna Event. They were motivated to take part in all the Competitions during Bharathian Vigna.
15.	25.01.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were queried about completion of Practicum records individually & encouraged to submit on time.
16.	30.1.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees expressed their views & experiences on participating Kamban Kazhagam event.
17.	01.02.23	7	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Each mentee shared their opinions on Curricular & co-curricular experiences of the College & given advice accordingly.
18.	22.02.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were encouraged to prepare for TET exam & given Orientation on how to collect study materials & plan for exams.

A.V.

Mentor – Mentees Sessions Report

Topic of the Discussion


S. S. Anwar
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SALEM-636 016

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1.	09.11.2021	R. Gokula K. Nithya	Academic / Personal / Any other found weak at communication skills because of which they developed inferiority complex.	The Mentor advised them to follow good vocabulary, listening & to practice more.
2.	25.11.2021	R. Aishwanya	Academic / Personal / Any other Stress & Anxiety toward B.Ed Programme Completion	Mentor provided some stress management tactics to overcome the same.
3.	08.12.2021	N.T. Roshini	Academic / Personal / Any other Frequent leave and Personal Commitment	Adequate guidance given to come to College regularly.
4.	11.12.21	R. Gokula	Academic / Personal / Any other Noticed tension with exam	Tips such as increasing concentration keep some plans & not comparing with others were given.
5.	27.12.21	N.T. Roshini	Academic / Personal / Any other Health issue	Health tips were given by the Mentor. Proper food & exercise to be followed.
6.	22.1.22	R. Aishwanya	Academic / Personal / Any other Depression	Advice given to do meditation, indulgence exercise & improving sleep habits.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7.	3.2.22	R. Gokila	Academic / Personal / Any other Exam phobia	Adequate advice given as follows: <ul style="list-style-type: none"> > Start revision early > Prepare time table > follow ^{good} study habits
8.	07.2.22	K. Nithya	Academic / Personal / Any other Lack of Communication skills	Listening skills & Presentation Practice given.
9.	07.02.22	N.T. Roshini	Academic / Personal / Any other Health issue	Jobs advice given to improve sleep habits.
10.	22.2.22	R. Aishwanya	Academic / Personal / Any other Exam fear	Advice given: <ul style="list-style-type: none"> > Reward yourself with positive self-talk > take small study break frequently
11.	18-3-22	R. Gokila K. Nithya	Academic / Personal / Any other Lack of Communication skills	Appropriate Listening skills & Presentation skills taught to them.
12.	14.3.22	R. Aishwanya	Academic / Personal / Any other Low Concentration	Brain exercises & ^{simple} Meditation taught to her.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
13.	1.4.22.	N.T. Roslin'	Academic / Personal / Any other Personal Commitment hinders Academic Performance	Adequate advice given.
14.	13.4.22	R. Aiyshwarya	Academic / Personal / Any other Exam tension	Asked to replace irrational thoughts with rational one.
15.	18.4.22.	R. Gotila Nithya	Academic / Personal / Any other Depression due to exam tension	Advice given → Be logical → Do exercises → Learn stress management techniques
16.	20.4.22	G. Divya	Academic / Personal / Any other Health issues	Health advice was given.
17.	12-5.22	G. Divya	Academic / Personal / Any other Health problem due to pregnancy.	Health advice was given
18.	23-5.22	K. Nithya	Academic / Personal / Any other Lack of concentration	Suitable counselling given

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SRI SARADA COLLEGE OF EDUCATION

(AUTONOMOUS), SALEM - 636 016.

(AFFILIATED TO TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI)

RE-ACCREDITED BY NAAC WITH "A" GRADE

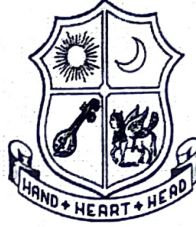


MENTOR- MENTEES RECORD

Name : Dr. D. Kavitha

Designation : Asst Prof Tamil

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



“I will help you be whoever you want to be.”

MENTOR'S PROFILE

NAME : Dr. D. KAVITHA

DESIGNATION : Assistant Professor of Tamil

PERIOD : 2021 - 2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016
MENTORING SYSTEM**

Objectives

1. Creating mutual trust between the mentor and mentees for bonding
2. Refining teacher-student communication outside classroom
3. Maintaining data base of student performance, attendance details & drop outs
4. Supporting personal & professional growth & monitoring psychological growth & progress
5. Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
6. Locating & solving attendance issues
7. Providing sustained motivation
8. Ensuring and providing feedback for parents
9. Identifying learning needs of the students and ensure appropriate learning strategies
10. Provisioning a Comprehensive Personal Student Record
11. Cultivating a healthy learning environment in college

Expected Outcomes

- A healthy Learning Environment
- Creation of positive communication channels among Principal, Parents, Staff and Students
- Enhancing a feeling of belonging among students
- Self confident, bold and active, enthusiastic student community
- Better attendance, lesser dropouts and good psychological health of students
- Confident Parents
- Improved Performance in the college and during practice teaching / internship as well

In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement. Please note that neither coaching nor counselling is the prerogative of mentoring, though they can be done sometimes.

Roles and Responsibilities of Mentors

- Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process
- Select a spokesperson/representative for the group
- Collect data of mentees & maintain a file (Profiling the students)
- On locating their need for marked improvement in certain subjects, refer the same to respective faculty members
- Track the attendance record and ensure their regularity.
- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Counselling Committee
- Notify the College Union about students with special talents
- Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.
- Compile their progress in performance and discuss about further improvement
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them twice in a month and record the same as a Review Report , to be sent to the Principal
- Preparation of Orientation Monthly Reports
- Ensure holistic well-being of Mentees














Roles and Responsibilities of Mentees

- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
- Know what you want and ask for what you need
- Identify special goals that you want to achieve and discuss it clearly with your mentor
- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
- Have a positive attitude
- Accept feedback respectfully and cordially, and discuss future course of action
- Attend mentor meetings regularly and punctually
- Provide feedback and communicate healthy developments in you
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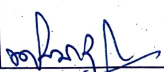









S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021T04	S. Navikanishka	6379601062	2/30-149 Thasan Kattu valavu, RCChettyaPatty Post, Omalur - 636455
2.	2021E07	S. Hanushavathiini	8608699798	13/3-74, Mettupatti Kacattiwattam, Karuppur, Salem - 636012
3.	2021M16	C.S. Charulatha	8056510215	A66/3 TNHB, Poolampatti main road, Edappadi, Salem - 637101
4.	2021M20	P. Monika	7010157141	76, Vanniyar colony, Urban Bank Backside, Sankari, Salem - 637301
5.	2021B45	N. NandhiniPriya	8870027172	T-6, Vaibhaw Apartment, Natesan colony, Salem - 636007
6.	2021H50	R. R. Kasunya	739790826	117/39, Pennadam Vengetramiyar street, Salem - 1
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date										
			1 1.11.21	2 15.11.21	3 24.11.22	4 25.11.21	5 3.12.21	6 9.3.22	7 18.4.22	8 16.5.22	9 8.6.22	10 21.7.22	
1.	2021T04	S. Navikanishka	—	a	x	x	x	x	x	x	x	x	x
2.	2021E07	S. Hanushawarthini	x	x	x	x	x	x	x	a	x	x	x
3.	2021M16	C.S. Charulatha	x	x	x	x	x	x	x	x	x	x	x
4.	2021M20	P. Monika	x	x	x	x	x	x	x	x	x	x	x
5.	2021B45	N. NandhiniPriya	x	x	x	x	x	x	x	x	x	x	x
6.	2021H50	R. R. Karunya	—	a	a	x	x	x	x	x	x	x	x
													
Signature of the Mentor													
Signature of the Principal													

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Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			11 22.8.22	12 23.12.22	13 11.1.23	14 19.1.23	15 25.1.23	16 30.1.23	17 1.2.23	18 22.2.23	19	20
1.	2021T04	S.Navikanishka	X	X	X	X	a	X	X	X		
2.	2021E07	S.Hanushavathi	X	X	X	X	X	X	X	X		
3.	2021M16	C.S.Chasulatha	X	X	X	X	X	X	a	a		
4.	2021M20	P. Monika	X	X	X	X	X	X	X	X		
5.	2021B45	N.NandhiniPriya	a	X	X	X	a	X	X	X		
6.	2021H50	R.R.Kasunja	X	X	X	X	X	X	X	X		
												
Signature of the Mentor												
Signature of the Principal												

PRINCIPAL
 Sri Sarada College of Education
 (Autonomous)
 SALEM-636 016

Mentor - Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1	1.11.21	4	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Ice-breaking session. Mentors and Mentees discussed about who am I? and why am I?
2	15.11.21	4	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Trainees shared their micro teaching skill practice
3	24.11.21	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Instructions were given about Basic Guide Captains' Training Programme.
4	24.1.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other During the next Demonstration classes the importance of seeing Senior teachers was emphasised.
5	3.12.21	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students were made aware of how to prepare for the Practical Exam.
6	9.3.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic guidance was provided for the upcoming University exams.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7	18.4.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The session was extremely joyful and enjoyable because our mentees were told of the trip to Thanjavur.
8	16.5.22	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The discussion on the tutorial group project was combined with an evaluation of the mentees' progress.
9	8.6.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The discussion was openly about their difficulties and what they needed to learn efficiently.
10	21.7.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other It was talked about how the model examination performed. The peers assisted one another by sharing complex ideas.
11	22.8.22	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Group project title was decided. The mentees' responsibilities were assigned.
12	23.12.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentorates were given advice on how to conduct themselves professionally, construct a CV, and communicate with an interview panel in order to increase their skills.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
13	11.1.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The Students' impressions regarding the workshop on Novel Pedagogical approach for Student Teachers held 10.1.23
14	19.1.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees received coaching for the bharithiyas wisha related competitions.
15	25.1.23	4	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The creation of additional instructional materials and the submission of practicum-related documents by students were encouraged.
16	30.1.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentored students expressed their opinions in the literary forum Kamban Kathagam.
17	1-2-23	4	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The mentees expressed their future plans after the completion of B.Ed.
18	22.2.23	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussed about to competitive examinations and future goals.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1	2.11.21	C. S. Charulatha	Academic / Personal / Any other Felt hard to get along with new members easily	Encouraged her to express herself and share her thoughts with others.
2	17.11.21	S. Hanusharavithini	Academic / Personal / Any other Come late to college because of the long distance	Suggested to her wake up earlier and be on time.
3	25.11.21	S. Navikanishka	Academic / Personal / Any other Can not able to seminar spontaneously	Give some advice to practice beforehand and to develop her confidence.
4	4.12.21	P. Monika	Academic / Personal / Any other Have you issues in balancing mental conditions and emotions	Give some motivation and counselling to balance her emotions
5	11.3.22	M. Nanthiipriya	Academic / Personal / Any other Due to certain health issues have taken after leave.	Suggested her to take healthy foods
6	19.4.22	R. R. Karunya	Academic / Personal / Any other Does not submit her allotted works on time	Give suggestions to complete her works on time.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7	17.5.22	S. Navikanisha	Academic / Personal / Any other Had difficulties in learning English knowledge	Suggested to her to watch English videos and to practice it regularly
8	10.6.22	C.S. Charulatha	Academic / Personal / Any other She felt shy to start a conversation with others	Had a conversation with her gave confidence to mingle with others
9	22.7.22	P. Monicka	Academic / Personal / Any other Hesitate to ask doubts in the classroom	Made her to feel comfortable in the classroom and tried to develop her confidence
10	28.3.22	R. Karunya	Academic / Personal / Any other Can not take her own decision in her academics strict parents and lack of independence	Have advice to feel free and to share her dreams with her parents
11	31.1.23	M. Nandhini Priya	Academic / Personal / Any other She had lack of socio metric skills	Encouraged her to express herself and to share her thoughts with others
12	23.2.23	S. Hanushavathi	Academic / Personal / Any other Can not participate events	Helped her during the special events and made her to participate in them.

SRI SARADA COLLEGE OF EDUCATION

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(AFFILIATED TO TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI)

RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

2021 - 2023

Name : Dr. R. SARASWATHY

Designation : ASSISTANT PROFESSOR OF
MATHEMATICS

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. R. Saraswathy

DESIGNATION : Assistant Professor of Mathematics

PERIOD : 2021 - 2023

**SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),
SALEM – 636016**

MENTORING SYSTEM

Objectives

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- Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process
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- Track the attendance record and ensure their regularity.
- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Counselling Committee
- Notify the College Union about students with special talents
- Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.
- Compile their progress in performance and discuss about further improvement
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them twice in a month and record the same as a Review Report , to be sent to the Principal
- Preparation of Orientation Monthly Reports
- Ensure holistic well-being of Mentees

Roles and Responsibilities of Mentees

- Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)
- Know what you want and ask for what you need
- Identify special goals that you want to achieve and discuss it clearly with your mentor
- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
- Have a positive attitude
- Accept feedback respectfully and cordially, and discuss future course of action
- Attend mentor meetings regularly and punctually
- Provide feedback and communicate healthy developments in you
- Reciprocity in interaction is the key to a successful mentor-mentee relationship.

'No one is a stranger, my child; the whole world is your own' - Holy Mother

S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021E11 ⁰⁸	J. S. HARINI J. RAMYA	9944892414	D/o J. Sridhar, 18/23 Jathan Thirmalai street, Rasipuram, Namakkal Pin: 637408.
2.	2021E14	J. RAMYA	6382323987	D/o c. Jegannathan, No. 16, Kumaran Nagar, Chinnathirapathy, Salem - 636008.
3.	2021E12	N. RAMYA	6374671154	D/o R. Nangan, Therampatti, Kuttappatty (PO), Mettur, Salem - 53
4.	2021M19	B. LOGANAYAKI	9362255529	D/o K. Balu, 10/78 West street Neikkarapatty (PO), Salem - 636010
5.	2021M27	P. TAMILSELVI	9080386818	D/o P. Mani, 6/301, Periyar Nagar, Vaiathi Udyar village, Ammapet, Salem - 3
6.	2021B46	S. SUBIKSHA	9080100740	D/o P. Sivakumar, No - 374/4 Sasthiri Nagar, Jagir Ammapalayam, Salem - 2.
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date										
			1 1-11-21	2 15-11-21	3 22-11-21	4 3-12-21	5 24-1-22	6 9-3-22	7 18-4-22	8 16-5-22	9 8-6-22	10 21-7-22	
1.	2021E08	J. S. HARINI	x	x	x	x	x	x	x	x	x	x	x
2.	2021E11	J. RAMYA	x	x	x	x	x	x	x	x	x	x	x
3.	2021E12	N. RAMYA	x	x	x	x	x	x	2	x	x	x	x
4.	2021M19	B. LOGANAYAKI	x	x	x	x	x	x	x	x	x	x	x
5.	2021M27	P. TAMILSELVI	x	x	x	x	x	x	x	x	x	x	x
6.	2021B46	S. SUBIKSHA	x	x	x	x	x	x	x	x	x	x	x
Signature of the Mentor <i>R. Sankar</i>			<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>
Signature of the Principal <i>S. S. Senthil</i>													

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date										
			11 22.8.22	12 23.12.22	13 11.1.23	14 19.1.23	15 25.1.23	16 30.1.23	17 1.2.23	18 22.2.23	19	20	
1.	2021E08	J. S. HARINI	x	x	x	x	x	x	x	x			
2.	2021E11	J. RAMYA	x	x	x	2	x	x	x	x			
3.	2021E12	N. RAMYA	x	x	x	x	x	x	x	x			
4.	2021M19	B. LOGANAYAKI	x	x	x	x	x	x	x	x			
5.	2021M27	P. TAMILSELVI	x	Discontinued on: 21.11.2022									
6.	2021B46	S. SUBIKSHA	x	x	x	x	x	x	a	a			
Signature of the Mentor <i>R. Sathya</i>			<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>	<i>RI</i>			
Signature of the Principal			<i>S. S. Sathya</i>										
			PRINCIPAL										

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	1.11.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Who am I ? and why am I ? Session was conducted.
2.	15.11.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentee's involvement about micro teaching sessions were shared. There were a healthy talk about the performance of micro skills.
3.	24.11.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance about basic guide Captains training program were given.
4.	3.12.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentee's academic progress were talk over the importance of observing Senior teachers was emphasized for the upcoming demonstration class.
5.	24.1.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance about Mentees were well educated the preparation for the practical exam.
6.	9.3.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Academic counselling were given for the upcoming University examination.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7.	18.4.2022	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Our mentees are illustrated the plan) schedule of tanjore trip and the sessions were happy & fulfilled.
8.	16.5.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other The progression of the mentees was estimated along with the discussion on tutorial group project.
9.	8.9.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other For healthy talk about their challenges and effective learning, this session were conducted.
10.	21.7.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Performance of model examination was discussed.
11.	22.8.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Group projects title was finalized. The duties of mentees were allotted.
12.	23.12.2022	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Mentees were oriented about review writing, facing interview

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1.	2.11.2021	J. RAMYA	Academic / Personal / Any other Scoring average marks.	required to score good marks in next sem.
2.	15.11.2021	P.TAMILSELVI	Academic / Personal / Any other Family Problems.	Counselling was given.
3.	30.11.2021	B. LOGANAYAKI	Academic / Personal / Any other Searching subject related materials.	Suggested to refer library.
4.	21.12.2021	S. SUBIKSHA	Academic / Personal / Any other Guidance for Higher Edn.	Can continue without stopping in studies.
5.	31.12.2021	J.S. HARINI	Academic / Personal / Any other Suggestions for TNPSE.	Can refer a books in library.
6.	17.2.2022	N. RAMYA	Academic / Personal / Any other Assessing online resources.	Orientation was given.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7.	22.3.2022	B. LOGANAYAKI	Academic / Personal / Any other Suggestion for developing extra Curricular activities.	Participation in other college competition.
8.	19.5.2022	S. SOBIKSHA	Academic / Personal / Any other Suggestion were attending online quiz.	Prepare well in subjects.
9.	11.1.2023	J. S. HARINI	Academic / Personal / Any other Seeking help for Seminar presentation.	Necessary Guidance were given.
10.	7.2.2023	N. RAMYA.	Academic / Personal / Any other Ways to prepare teaching aids.	Refer Senior Students T-L materials.
			Academic / Personal / Any other	
			Academic / Personal / Any other	

SRI SARADA COLLEGE OF EDUCATION

(AUTONOMOUS), SALEM - 636 016.

(AFFILIATED TO TAMILNADU TEACHERS EDUCATION UNIVERSITY, CHENNAI)

RE-ACCREDITED BY NAAC WITH "A" GRADE



MENTOR- MENTEES RECORD

2021 - 2023

Name : Dr. S. VELVITHI

Designation : Director of physical Education
SSCE - Salem

**SRI SARADA COLLEGE OF EDUCATION
(AUTONOMOUS),
SALEM – 636016**



MENTOR'S COMPREHENSIVE STUDENTS RECORD



"I will help you be whoever you want to be."

MENTOR'S PROFILE

NAME : Dr. S. VELVITHI

DESIGNATION : Director of physical Education

PERIOD : 2021 - 2023

SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS),

SALEM – 636016

MENTORING SYSTEM

Objectives

1. Creating mutual trust between the mentor and mentees for bonding
2. Refining teacher-student communication outside classroom
3. Maintaining data base of student performance, attendance details & drop outs
4. Supporting personal & professional growth & monitoring psychological growth & progress
5. Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
6. Locating & solving attendance issues
7. Providing sustained motivation
8. Ensuring and providing feedback for parents
9. Identifying learning needs of the students and ensure appropriate learning strategies
10. Provisioning a Comprehensive Personal Student Record
11. Cultivating a healthy learning environment in college

Expected Outcomes

- A healthy Learning Environment
- Creation of positive communication channels among Principal, Parents, Staff and Students
- Enhancing a feeling of belonging among students
- Self confident, bold and active, enthusiastic student community
- Better attendance, lesser dropouts and good psychological health of students
- Confident Parents
- Improved Performance in the college and during practice teaching / internship as well

In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement. Please note that neither coaching nor counselling is the prerogative of mentoring, though they can be done sometimes.

Roles and Responsibilities of Mentors

- **Conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process**
- **Select a spokesperson/representative for the group**
- **Collect data of mentees & maintain a file (Profiling the students)**
- **On locating their need for marked improvement in certain subjects, refer the same to respective faculty members**
- **Track the attendance record and ensure their regularity.**
- **Allow & guide Peer Mentoring**
- **Refer distressed or disturbed cases to the Counselling Committee**
- **Notify the College Union about students with special talents**
- **Motivate them to take part in activities that can accrue more credits and in competitions conducted both in our college and in other institutions.**
- **Compile their progress in performance and discuss about further improvement**
- **Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)**
- **Meet them twice in a month and record the same as a Review Report , to be sent to the Principal**
- **Preparation of Orientation Monthly Reports**
- **Ensure holistic well-being of Mentees**

Roles and Responsibilities of Mentees

- **Provide all the necessary data with relevant documents (Previous Academic Performance Records, documents for participation in extra /co curricular activities and academic advancement)**
- **Know what you want and ask for what you need**
- **Identify special goals that you want to achieve and discuss it clearly with your mentor**
- **Seek information regarding resources that you need from various sources**
- **Conduct Peer Mentoring to help your mentor**
- **Have a positive attitude**
- **Accept feedback respectfully and cordially, and discuss future course of action**
- **Attend mentor meetings regularly and punctually**
- **Provide feedback and communicate healthy developments in you**
- **Reciprocity in interaction is the key to a successful mentor-mentee relationship.**

'No one is a stranger, my child; the whole world is your own' - Holy Mother

S.No.	Reg. No	Name of the Student	Contact No.	Address
1.	2021 M17	P. Dharani	6382599285	8/105-24, Majestic Circle, Chithambaram Pally, Namakkal
2.	2021 B43	V. Monisha	6389773988	2/189, Eruimai Kultaipallam, Kontappanallanpally, Salem.
3.	2021 P33	R. Reshma	7812871699	5/101, P.K.R. Thoppur, Karulelcalpally, Salem.
4.	2021 E14	K. Santhiya. K	8489703578	12/97, Periyapudur, Dilalacodu, Yercaud, Salem.
5.	2021 H48	K. Atchaya	9500212164	2/323, Thankavel Nagar, Pondicherry.
6.	2021 B41	K. Lavanya	9894516696	5/154, Meyal Nagar, Kontappa Nallanpally, Salem.
7.				

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			1 01.11.21	2 15.11.21	3 24.11.21	4 24.11.21	5 03.12.21	6 09.03.22	7 18.04.22	8 16.05.22	9 08.06.22	10 21.07.22
1.	2021 M17	P. Dhayani	x	x	x	x	x	x	x	x	x	x
2.	2021 B43	V. Mousha	x	x	x	x	x	x	a	x	x	x
3.	2021 p33	R. Reshma	x	x	x	x	x	x	x	x	x	x
4.	2021 E14	V. Santhiya	x	x	x	x	x	x	x	x	x	x
5.	2021 H48	K. Atchaya	x	x	x	x	x	x	x	x	x	x
6.	2021 B41	K. Lavanya.	x	x	x	x	x	x	x	x	x	x
Signature of the Mentor : <i>Jhishhi</i>			<i>S.P.</i>	<i>S.B.</i>	<i>S.V.</i>	<i>S.P.</i>	<i>S.P.</i>	<i>S.P.</i>	<i>S.V.</i>	<i>S.V.</i>	<i>S.V.</i>	<i>S.V.</i>
Signature of the Principal			<i>S. S. ...</i>									

PRINCIPAL
 Sri Sarada College of Education
 (Autonomous)
 SALEM-636 016

Mentor – Mentees Sessions Attendance Record

S.No.	Reg. No	Name of the Mentee	Session No. & Date									
			11 22.08.22	12 23.12.22	13 11.01.23	14 19.01.23	15 25.01.23	16 30.1.23	17 01.03.23	18 22.02.23	19	20
1.	2021 MIT	P. Dhvani	x	x	x	x	x	x	x	x		
2.	2021 B43	V. monisha	x	x	x	x	x	x	x	x		
3.	2021 P 33	R. Reshma	x	x	x	x	x	x	x	x		
4.	2021 E14	V. Santhiya	x	x	x	x	x	x	x	x		
5.	2021 H48	K. Aacharya	x	x	Discon ferred		x					
6.	2021 B41	K. Lavanya.	x	x	x	x	x	x	x	x		
Signature of the Mentor : S. Nishithi			SN	S2	S2	S2	S2	S2	S2	S2		
Signature of the Principal			S. S. [Signature]									

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 Sri Sarada College of Education
 (Autonomous)
 SALEM-636 016

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
1.	1.11.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Introductory session of Mentor-Mentee.
2.	15.11.2021	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on microteaching and their doubts were clarified.
3.	24.11.21	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other orientation was given about talent search programme
4.	24.11.21	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Orientation was given on demonstration classes.
5.	3.12.21	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on practical evaluation
6.	9.3.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance for 2 semester exam.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
7.	18.4.22	V. monisha 5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Guidance to be given to the students about educational tour.
8.	16.5.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on Group project
9.	8.6.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their Academic progress
10.	21.7.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Tips were given to face the 2 nd Semester Exam
11.	22.8.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other orientation on practice teaching was given
12.	23.12.22	6	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other orientation on campus Interview was given.

Mentor – Mentees Sessions Report

S.No.	Date	No. of students present	Topic of the Discussion
13.	11.1.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their views about campus activities.
14.	19.1.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on the programme to be given on Bharathiyar Vignha.
15.	25.1.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Discussion on their academic progress.
16.	30.1.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Feedback was shared by the students about the Kamban Vignha.
17.	1.3.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their opinion about placement.
18.	22.2.23	5	Curricular / Co-curricular / Extra-curricular / Event related / Personal / Any other Students shared their opinion about future plan higher studies or job.

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
1	21-12-21	R. Reshma	Academic / Personal / Any other Difficult to understand -ing the core paper	Needed guidance was given.
2	8.2.23	V. Monisha	Academic / Personal / Any other Difficult to collect the material in marks.	Needed Reference Books were given.
3	23.03.22	K. Lavanya	Academic / Personal / Any other Depressed due to health issues.	Various health tips were given and how to care her health.
4	27.4.22	K. Akshaya	Academic / Personal / Any other Feeling about her family problem	Necessary steps were taken and to counsel her how to overcome the problem.
5	14.06.22	R. Reshma	Academic / Personal / Any other Seeking help for preparing competition Exam.	Guidance was given.
6	11.7.22	P. Dharami	Academic / Personal / Any other Need materials for reference.	Needed reference books were given

Individual Counselling

S.No.	Date	Name of the student(s)	Issue	Suggestions / Remarks
7	16.8.22	K. Atchaya	Academic / Personal / Any other Seeking help for preparing competition Exam.	Guidance was given
8	27.08.22	K. Lavanya	Academic / Personal / Any other Difficulty in understanding the core paper	Needed guidance was given
9	23.1.23	V. Monisha	Academic / Personal / Any other Fear about Exam (TET, TNPSSE)	Guidance was given
10	03.2.23	R. Bethma.	Academic / Personal / Any other Feeling about her family problem.	Necessary steps were taken and to counsel her how to overcome the problem
			Academic / Personal / Any other	
			Academic / Personal / Any other	

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PRINCIPAL