

# Reporting Format of Events Other Than Seminars/Conferences/Workshops /Extension Activities

(Separate for each Event)



'समानो मन्त्र समितिः समानी'

## A. Basic Information:

1. Name of the Department/Centre:

2. Academic Year

3. Event Title(( As in notification which is to be attached as Scanned Pdf File)

4. Organised By(Name of the Organiser as in notification):

5. Event Venue

Inside Campus

6. Event Date

From

To

7. Event Category

8.(Use the text box below to write additional information about the event with a brief description)

## B.

In addition to copy of the notification

Provide list of participants

Enclose geo-tagged photos of the event (2-3)

Enclose Pdf Copies of certificates or awards issued to any person/participants.

NB. Please note that drop downs work only in PC and not in mobile