



FATIMA COLLEGE


(Autonomous)


Affiliated to Madurai Kamaraj University
Re-Accredited with 'A++' by NAAC (Cycle - IV)
Mary Land, Madurai - 625018, Tamil Nadu

CONSULTANCY OFFERED

FATIMA RESOURCE TEAM

A Three-Month
Corporate Training
Programme for the staff
of Hi-tech Arai
Organised by IQAC &
ELTTC, The Research
Centre of English

 **Dr. S.Saira Banu**
Associate Professor of English

 **Dr. G. Priya & Dr. A. J. Aruna**
Assistant Professors of English

Functional English

(33 staff of Hi-tech Arai)

Jan. to
April
2024



HI-TECH ARAI LIMITED
Ars-HTA



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Mary Land, Madurai - 625018

A THREE MONTH-CORPORATE TRAINING PROGRAMME IN FUNCTIONAL ENGLISH

for the Staff of Hi Tech Arai, Madurai

ORGANISED BY
INTERNAL QUALITY ASSURANCE CELL (IQAC)

&

ENGLISH LANGUAGE TEACHING & TRAINING CENTRE (ELTTC)
THE RESEARCH CENTRE OF ENGLISH

January 22 - April 26, 2024



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**A THREE MONTH-CORPORATE TRAINING PROGRAMME
IN
FUNCTIONAL ENGLISH
for the Staff of Hi Tech Arai, Madurai**

January 22 - April 26, 2024

REPORT

Internal Quality Assurance Cell (IQAC) and English Language Teaching and Training Centre (ELTTC), The Research Centre of English, Fatima College in collaboration with Hi-Tech Arai Private Limited, Madurai jointly organised a Three – Month Corporate training Programme in Functional English for the Staff of Hi-Tech Arai Private Limited, Madurai from January 22 to April 26, 2024 on Monday, Wednesday and Friday in the evening (4– 6 pm) at 97/1a, Thuvarankulam Village, Kalimangalam Post, Madurai, Sivagangai Main Road-625110. The 72-hour training programme was organised to acquaint the employees of Hi-Tech Arai Private Limited with the nuances of Functional English and to inculcate the spirit of learning and using English language in tune to the global demands and workplace necessity. Dr. K. Rosemary Euphrasia, IQAC Coordinator and Associate Professor, Department of Computer Science and Dr. Fernando Delishia, Associate Professor and Head, The Research Centre of English were the Coordinators. Dr. S. Saira Banu, Dr. A. J. Aruna and Dr. G. Priya were the trainers of the Training programme. 33 staff participated in the programme.

In order to find out the demands of the participants, an online Needs Assessment Survey was conducted on December 08, 2024. The Coordinators and trainers had a discussion with the Managing Director of Hi-tech Arai Pvt. Ltd., Shri. B. T. Bangera on January 03, 2024. The inauguration of the Three- Month Training Programme started with an Entry Test that was



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conducted for the staff in the company premises. All the participants were enthusiastic in attending the training programme. The participants came forward to share their expectations and needs.

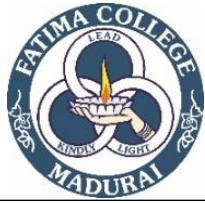
Based on the Needs Assessment Survey and oral feedback of the participants, customized teaching and evaluation material were prepared for the classes. A Whatsapp group was created and the PPTs were posted in the same. The participants were made to interact and participate in language tasks and games that included components like vocabulary, grammar, short conversations, group discussions, presentations and continuous writing relevant to their work. A Mid Assessment test was conducted on March 27, 2024. The exit test was conducted on April 24, 2024.

Participants gave both written and oral feedback about the training programme. The online feedback questionnaire was based on the personal, psychological impact and general evaluation of the course, material used and trainers. The participants were happy and satisfied with the course and they felt motivated to improve their English language skills and use English in their everyday communication.

Photo Gallery



Dr.S.Saira Banu training the staff participants



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The trainees eagerly participating in the training programme



Mr. P. Kannan writing the correct grammar forms



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Participants involved in Group discussion with Dr. G. Priya

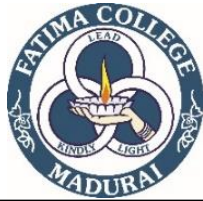
Feedback:



Fatima College - Hi Tech Arai Pvt Ltd. FEEDBACK FORM (2024 - 2025)

27 responses

[Publish analytics](#)



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1. Name

27 responses

Kalaiselvan

M Yogaraj

A.Ashok anandan

BALAVIGNESH

Periyasamy

SELVAMANI

Shanmugasundaram P

M.Sambath

M.Karthikeyan

V.ARUN PANDIAN

P.Rajasekar

P.kamalakannan

M PRASANTH

M.vel karuppasamy

P. kaseeswaran

THIRUMURUGAN R

Murali. V

M.senthil Kumar

S.MAYAKRISHNAN

SN.SENTHILKUMAR

V.BALAMURALITHARAN





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B. Prasanna

P. Sathish

Murugesan.M

G. BASKARAN

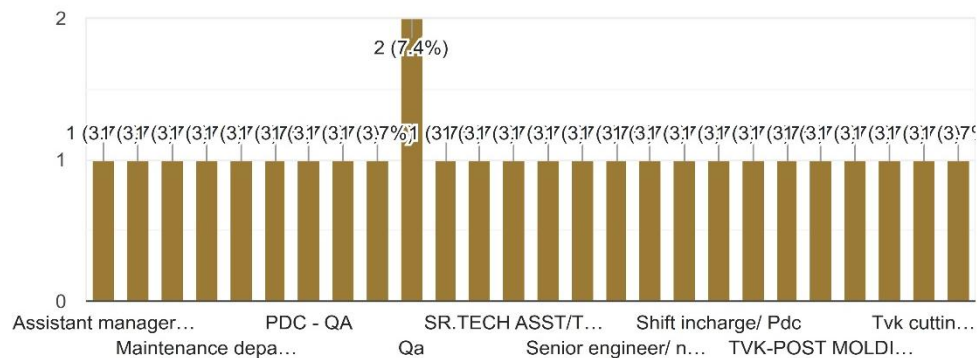
S.chandrasekaran

R. Thangasubramanian

2. Designation (Section/ Department)

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27 responses





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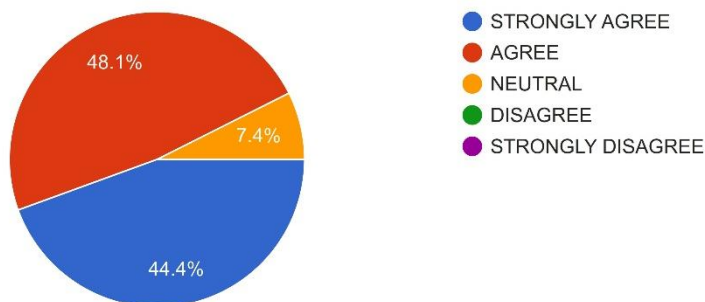
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PLEASE RATE THE FOLLOWING QUESTIONS:

1. The content of the *Functional English* Programme was relevant and practical.

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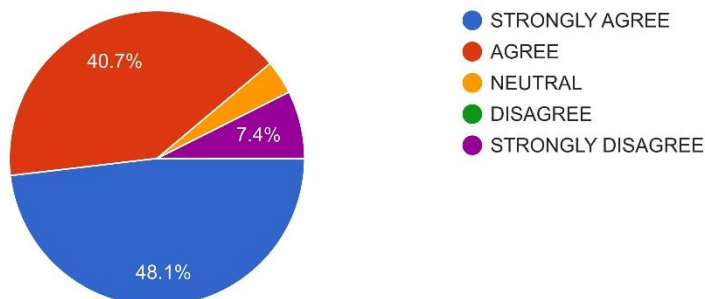
27 responses



2. The learning modules, activities & worksheets of the programme were easy to understand and beneficial.

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27 responses





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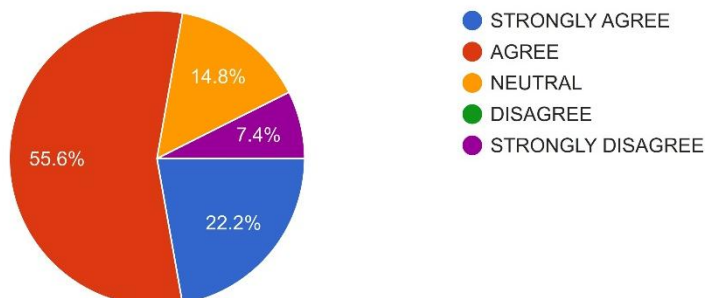
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3. Appropriate methodology was adopted to deliver the content.

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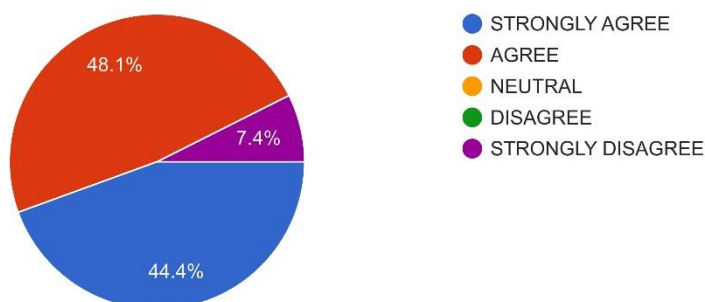
27 responses



4. The handouts provided useful additional information.

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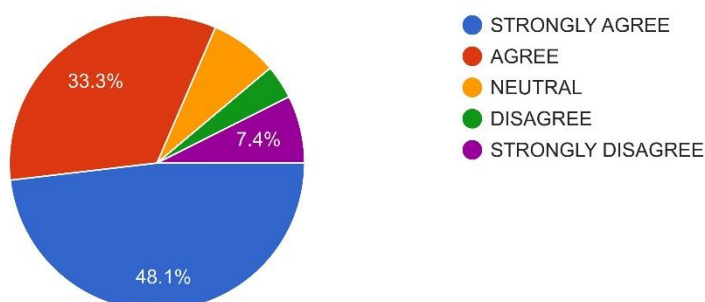
27 responses



5. The facilitators were knowledgeable and well-prepared.

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27 responses





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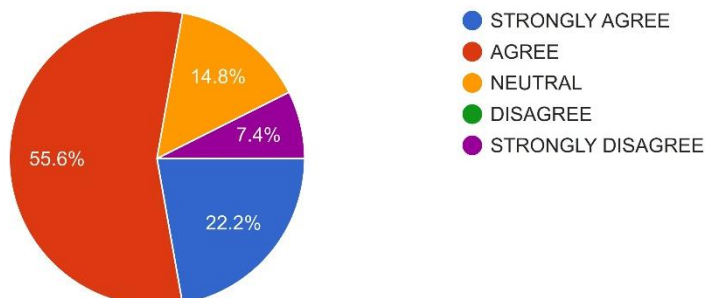
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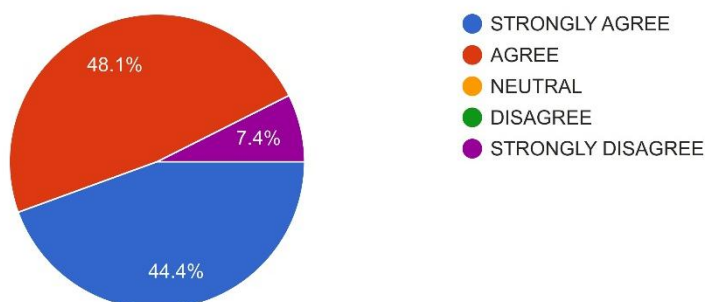
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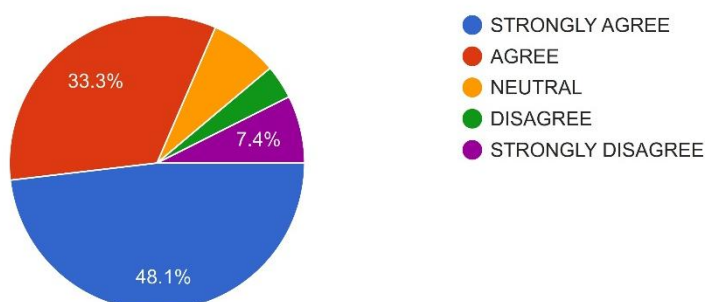
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27 responses





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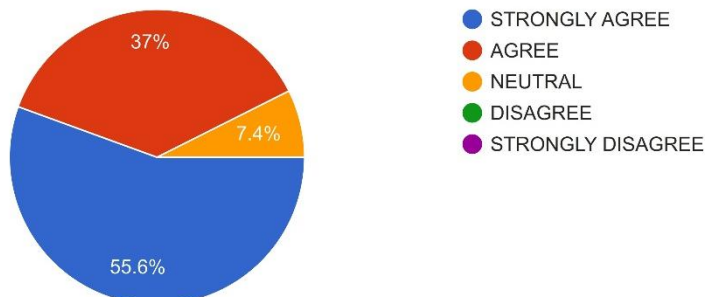
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9. The Programme was well organised.

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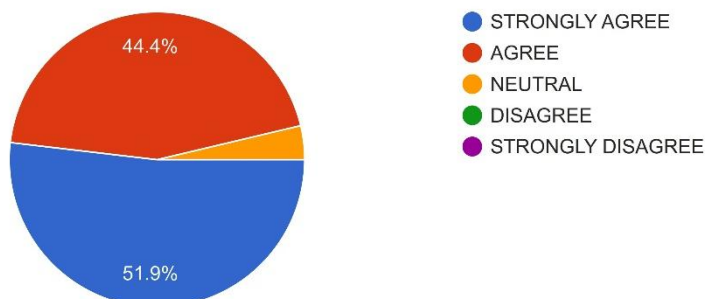
27 responses



10. Please rate the overall experience.

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27 responses





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ANY OTHER COMMENTS/ SUGGESTIONS:

27 responses

It has to increase the some more classes

Class was very good

Very good experience

Improve my skills

Thanks to hi tech arai and fathima college for given the offer .

None

We improved grammatical and communication skills

I am not atten all class for my shift rotation and timing issue

Thanks to hi tech arai and fathima college for given the offer .

Thanks to our management and trainer for organising and opportunity given to me. for participating this problem.

Increase the class duration

Not enough time period

Extended some class & i need more audio and ppt excercise

Very good

Very well

I have confident that I can speak English Fluently/The class would have been better if there were more days of conversation.

All ok

Nil

Verb and tense teaching and writing or coversation dialouge and pratise very super madam thankyou mam

It would be better if the period continued for a little longer





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Very good

I liked all classes. They are teaching her nice

Need some more classes

Thanks to our management and fatima college and thanks to our teachers..

Next word spelling correct I am spelling no improve so other learning and teaching good

Increase extra class

No

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SAMPLE CERTIFICATE - STAFF





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SAMPLE CERTIFICATE - PARTICIPANT

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HI-TECH ARAI LIMITED
ITS-ITA

Certificate

This is to certify that Mr. V. Murali (Emp. Code. 050-074)
PDC Machine Operator of Hi-Tech Arai Pvt. Ltd., Madurai, attended
A Three-Month Corporate Training Programme in "Functional English" organised by the English
Language Teaching & Training Centre (ELTTC), the Research Centre of English & the Internal Quality
Assurance Cell (IQAC), Fatima College (Autonomous), Madurai, in collaboration with Hi-Tech Arai Pvt.
Ltd., Madurai, from January 22 to April 26, 2024.

Place : Madurai
Date : 13.05.2024

Fernando Delishia
Dn. Fernando Delishia
Associate Professor & Head of English

K. Rosemary Euphrasia
Dn. K. Rosemary Euphrasia
IQAC Coordinator

S. G. Celine Sahaya Mary
Dn. S. G. Celine Sahaya Mary
Principal

Mr. S.T. Bangera
Mr. S.T. Bangera
MD, Hi-Tech Arai Pvt. Ltd.

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HI-TECH ARAI LIMITED
ITS-ITA

Certificate

This is to certify that Mr. M. Murugesan (Emp. Code. 007-059)
Machining Incharge of Hi-Tech Arai Pvt. Ltd., Madurai, attended
A Three-Month Corporate Training Programme in "Functional English" organised by the English
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Associate Professor & Head of English

K. Rosemary Euphrasia
Dn. K. Rosemary Euphrasia
IQAC Coordinator

S. G. Celine Sahaya Mary
Dn. S. G. Celine Sahaya Mary
Principal

Mr. S.T. Bangera
Mr. S.T. Bangera
MD, Hi-Tech Arai Pvt. Ltd.
