



# Leaderess

Feb 2024 - March 2024



"A leaderess builds a harmonious Family to create a sustainable world for everyone"

(For Private circulation only)

# **EDITORIAL**

# **Greetings Everyone!!**



Dear all, As we come to the end of this financial year, I'm thrilled to share with you our final newsletter. It's been an amazing year, full of accomplishments and growth, thanks to the unwavering support of our dedicated staff, students, funders, like-minded tutors, well-wishers, and friends.

We set ambitious goals at the beginning of the year, and I'm proud to say that we have achieved them all with remarkable effectiveness and without any interruptions. Our success is a testament to the hard work, dedication, and passion of everyone involved in our community. This year, we focused on refining our operations, streamlining our activities, and expanding our programs through a like-minded network. Our efforts have led to a significant increase in our impact and the number of lives we touch.

Our alumnae have been a source of inspiration for us, and we are constantly energized by their success in life. It's heart-warming to see how our work has helped them achieve their dreams and reach their full potential. As we look back on this year, we're grateful for the progress we've made and the opportunities we've had to make a difference in people's lives. We're excited about the future and look forward to building on our success with the same passion and commitment.

Thank you to everyone who has contributed to our journey this year. We couldn't have done it without you.

A.Vijayalakshmi Academy Director

# **Skill Certificate**

# **Basic Tally Course**



We have started offering a basic Tally course at our academy. It is a 30-hour package, and the demand for Tally courses in India is increasing rapidly. Although you may have heard of Tally before, you may not be aware of its importance. Tally is a software that is widely preferred by small, midsized, and large enterprises for accounting and stock management of companies. It is the most highly sought-after software in today's time as it provides complete business solutions. Tally can help with filling GST, and TDS, managing payroll for companies, stock management, accounts management, budgets, and many other accounting-

related tasks.

Tally is an essential accounting software that is well-known for its financial applications and accounting systems. It is an important tool for calculating monetary terms, accountancy, tax, and GST, and managing commercial transactions effectively and efficiently. In India, there is an increasing demand for Tally courses. Tally ERP 9 is a complete Enterprise Resource Planning (ERP) offered by Tally, which helps small, medium, and large enterprises, and can also be customized as per their requirements. Currently, we are teaching a basic Tally course to fifteen regular students who are highly interested in the program and regard it as a means to advance their careers.

#### **Final Examination**



During February and March 2024, we organized and conducted a comprehensive Basic Tally course for our current students. This course was designed to be a 30-hour package and covered all the necessary concepts and topics related to Tally software. Initially, we had twenty students enrolled for the course, all of whom were enthusiastic and eager to learn. However, due to their college commitments, six of them had to drop out midway. Despite this, the remaining fourteen students continued with the course and completed it. They wrote their final examination, which tested their understanding and knowledge of the software. Overall, it was a rewarding experience for both the students and the faculty.

#### **Student Enrollment**



We have enrolled new students for this academic year. It gives me great pleasure to interview these new students. When they meet me, they always express how welcoming our academy is. They feel secure and happy and view it as a home-like place rather than just an organization.

Workshop on "Jewellery Making"-Follow-up workshop



Two students from the US, Ms. Ava, and Ms. Zinat, conducted an online jewellery-making workshop for the students of our academy. In February 2024, a follow-up workshop was held for our students, where they used their creativity to make ornaments out of beads and strings.

# Orientation Workshop on "Fundamental Rights"



Our fresher students will be attending a residential training on Rights with Mr. Dinesh Kumar Nair, a renowned lawyer of the high court, on February 10th and 11th, 2024. Before the training, an orientation on fundamental rights was conducted at our academy.

# **Student Club Meeting- February 2024**



We have student clubs based on their academic background. There are three clubs: the Technology Club, the Financial Club, and the Language Club. Club meetings happen on the second weekend of every month. This month, the Financial Club discussed the topic of "Financial Management," the Technology Club discussed "Robotics," and the Language Club discussed "English Small Stories." The main aim of student participation in these clubs is to facilitate their inner leadership, encourage them to speak on academy-related topics and enhance their confidence level.

#### **Student Club Meeting- March 2024**



We would like to update you on the recent activities of our academy's student clubs that we previously informed you about. We have four student clubs, namely the Financial Club, Technology Club, Language Club, and the "Velicham" group (Government job aspirant group). On the 29th of March 2024 afternoon, our student clubs conducted their monthly meetings. The Financial Club discussed the topics of digital banking and marketing. The

Technology Club discussed various artificial intelligence tools. Meanwhile, the Language Club engaged in an activity that aimed to enhance the Tamil writing skills of its members by reading newspapers and writing news articles in their style. Lastly, the Velicham group reviewed the topics that were discussed during their weekday online classes. The group conducts daily online classes from 8 pm to 9 pm on different topics, and each member of the team takes turns in leading the class. Currently, there are only 9 students in the group, but they have the goal of reaching more students in the future.

Our academy plans to connect the Velicham group with our alumni who have already succeeded in the government field. This program will benefit government job aspirants and provide them with valuable insights and guidance.

# Residential training on "Rights"



A two-day residential training program on the topic of "Rights" was held by AIRD Madurai Academy on February 10th and 11th, 2024. The training was conducted by Mr. Dinesh Kumar Nair, an Advocate from Madurai. Sixteen students from Madurai Academy and eight students from Ramnad Academy attended the program.

# Study skill workshop on "Listening and Note-taking"



A study skills workshop focused on "Listening and Note-taking" was conducted at Madurai Academy. The workshop was facilitated by me during the session, I explained what listening is and the different types of listening, including appreciative, active, passive, conversational, courteous, critical, and discriminative listening. I also discussed the stages of the listening process, and factors that can affect listening, and provided tips for effective listening. In addition, I covered the topic of notemaking, including general guidelines for note-taking, methods of note-taking such

as the Cornell Method, the Outlining Method, Mind Mapping, the Charting Method, and the Sentence Method, as well as note-taking tips for students. The workshop was well-received by the thirty students who actively participated in the entire session.

#### **Student Meeting**



Earlier today, a student meeting was held at our academy, with a turnout of thirty students. The meeting was organized to discuss the various agendas and concerns that impact the academic year ahead. The meeting started with a warm welcome address, followed by several agenda items. The first item was the Scholarship's second payment for the year 2023-2024. The students discussed the current status of the scholarship payment and made necessary arrangements to ensure timely payment. The next item on the agenda was the planning for Alumnae Day 2024, scheduled to be held in March. The students discussed and finalized the events and activities for the day to ensure

maximum participation from the alumni. The following item was the planning for Women's Day 2024, to be held in March, with the theme "Inspire & Inclusion." The students discussed various activities and events to celebrate the day and promote gender equality. The meeting also focused on discussing the students' responsibilities at the Academy, highlighting the importance of discipline, attendance, and academic performance. The students shared their insights, and necessary measures were taken to ensure the students' well-being and academic success.

Lastly, any other business was discussed, and the meeting ended with a vote of thanks. The students appreciated the opportunity to voice their opinions and concerns openly, and the meeting concluded on a positive note.

#### **Reader's Club Meeting**



Our academy recently hosted a meeting of the readers club, where the focus was on enhancing the reading habits of our students. All the students are proud members of this club, and we hold monthly meetings to discuss relevant topics. During meetings, students have the opportunity to review and analyze the latest headline news from newspapers, as well as explore the content of books available in our well-stocked library. This club aims to help students develop a range of skills, including improving their communication and critical thinking abilities, overcoming their fear of public speaking, enhancing their awareness of

current affairs and the world around them, and ultimately becoming lifelong learners.

**AIRD-WEP Leadership Academy** 

# Workshop on "How to prepare for the Exams"



We organized a workshop named "How to Prepare for Exams" at Ponmudiyar Corporation School, which was attended by approximately 60 12th-grade students. During the workshop, we employed the "MOUSE-CAUGHT-BITE-MEDICINE" concept to explain exam tips to the students.

# **Visit to Ramnad Academy**



In February 2024, we conducted a rigorous interview process to identify and select a highly qualified Satellite Manager for Ramnad Academy. The interview panel comprised a select group of board members and myself, who assessed the candidates' qualifications, experience, and suitability for the role. We aimed to identify a candidate who would bring exceptional leadership, management, and communication skills to the role, and who would be able to contribute to the growth and success of the organization.

# Board members' interaction with student representative



During a recent meeting, some of our board members had a positive and engaging interaction with the student president of Ramnad Academy. The conversation was productive and insightful, and we were impressed by the student's leadership skills and dedication to their role.

# **Exploration Program**



On February 25th, 2024, we took a group of 39 students to Zafira Foods in Utchipuli for a Career Exposure trip. The group consisted of 25 students from Madurai and 14 students from Ramnad. Zafira Foods is a food processing industry that produces a variety of products, including seafood pickles, ready-to-eat foods, and spice powders. They use a blend of both minced and mashed meat to create a unique flavour and texture in their pickles. Pickles not only enhance the taste of our food but also provide essential nutrients that support our digestive health.

#### Online Webinar on "Financial and Mental Wellness"



Ms. Sarika Chawla, a renowned financial coach, recently solution provider, and facilitated an online webinar on the topic of "Financial and Mental Wellness". The webinar was designed to provide attendees with valuable insights into the world of finance and mental fitness. During the session, Ms. Chawla covered a range of topics, including the basics of finance, goal-based investing. risk management, and psychology of money. Additionally, shared tips and strategies for achieving

financial and mental fitness, empowering attendees with the knowledge and tools they need to take control of their financial and mental well-being.

Our Leadership Academy is dedicated to providing women with a comprehensive development program that caters to their overall growth and well-being. Apart from focusing on academic excellence, we also aim to enhance their knowledge in various fields, encourage self-awareness, and promote an understanding of gender, culture, and society. We believe that strong leadership skills and financial management abilities are essential for women to achieve their goals and aspirations. To support our students in their financial endeavours, we have utilized a highly informative webinar that will provide valuable insights and practical tips on effective financial management. Our goal is to equip our students with the necessary tools and resources to achieve financial stability and independence.

# Study skill workshop on "Understanding the Objectives of Learning"



I had the opportunity to facilitate a study skills workshop on "Understanding the Objectives of Learning". In this interactive session, I provided a comprehensive overview of the various aspects related to learning objectives. I discussed the contents and components of learning objectives, the characteristics that make a good learning objective, and the step-by-step process involved in creating them. Moreover, I also covered various techniques for motivating students to achieve their learning objectives and emphasized the essential attributes that make learning objectives effective. I also explained the different learning objectives, and the concept of SMART - Specific, Measurable, Achievable, Relevant, and Time-

bound. The students were highly engaged and actively participated in the session. They appreciated the simple techniques I used to explain the concept of learning objectives, and the participatory way of teaching which resulted in enthusiastic participation from all. Overall, it was a successful and rewarding session.

#### **Interview New students**



Our organization is currently in the process of enrolling new students between the months of February and May. Our students are our greatest ambassadors, spreading the word about our programs and inviting others to join us. They are dedicated to helping fellow students who may be facing challenging circumstances. This month, we were thrilled to welcome several new students, thanks to the efforts of our alumni and current students. During my interactions with these bright young women, I was able to learn about their individual stories, including their family backgrounds, motivations to study, and aspirations for the future. It was a truly rewarding experience to be able to offer

support and encouragement to these ambitious students, and I am excited to continue on this journey with them as they work towards achieving their goals.

# Study skill workshop on "Vocabulary and Learning the Academic Language" and "Questioning and Communication"



I had the pleasure of facilitating a study skills workshop for the students at our Academy. The workshop focused on two important topics: "Vocabulary and Learning the Academic Language" and and Communication". "Questioning During the session on "Vocabulary and Learning the Academic Language", we explored the world of academic language vocabulary. We discussed the definition of this type of vocabulary and explained why students must master it. In addition, we delved into the different types of language, the six academic characteristics that define it, the three tiers of vocabulary, and the four types of vocabulary. We also talked about the

various benefits of expanding one's vocabulary and provided tips on how to improve one's writing skills and expand one's vocabulary. I'm happy to report that the workshop was a great success, and it was wonderful to see our students engaged and eager to learn.

During our discussion on "Questioning and Communication," we explored the significance of questioning as a major form of human thought and interpersonal communication. Through questioning, we can employ a series of inquiries to delve deeper into an issue, idea, or anything that sparks our curiosity. This process of questioning is essential in developing answers and insights to complex problems. We also discussed the five basic types of questions, including Factual, Convergent, Divergent, Evaluative, and Combination. We examined the effectiveness of "Why" questions in facilitating communication and gaining a better understanding of a particular topic or issue. Moreover, we delved into how questioning can improve communication in the workplace, such as promoting active listening and encouraging collaboration. In addition, we explored the four basic components of questioning, namely the Style, Speed, Voice, and Pause. We also discussed the different forms of communication, such as verbal, non-verbal, Visual, Listening, and Written communication. We examined the importance of effective communication skills, including the ability to convey information clearly, actively listen, and respond appropriately. Additionally, we identified some common barriers to effective communication and provided tips on how to improve communication skills. Overall, our discussion on "Questioning and Communication" provided valuable insights into the importance of questioning and effective communication skills in various contexts, including personal and professional settings.

During the day's classes, I provided exam tips utilizing the MOUSE, CAUGHT, BITE, and MEDICINE techniques. The students enjoyed the lessons and found the concepts to be clearly explained.

# Study skill workshop on "Methods of Reading Comprehension" and "Academic Writing"



I am pleased to report that on March 29th, 2024, I had the opportunity to conduct a Study Skill Workshop on "Methods of Reading Comprehension" and "Academic Writing" at our academy. The workshop was attended by a diverse group of students, who were eager to learn and engage in the discussion. During the workshop, we delved deep into the topic of reading comprehension, exploring its many We discussed what reading facets. comprehension is and why it's important, as well as the factors that contribute to good comprehension and the barriers that can hinder it. We also covered general strategies for improving comprehension, essential skills for

comprehension, the three primary levels of comprehension, and the six types of reading comprehension.

In addition to this, we also devoted a significant portion of the workshop to academic writing. We covered a range of topics, including the different types of academic writing, the essential

components and characteristics of academic writing, the categories of academic writing, the challenges that students often face when writing academically, and tips for improving academic writing. Overall, it was a productive and engaging workshop, and I am confident that the participants found it to be a valuable learning experience. Twenty-seven students have participated in the workshop.

# Meeting with a Driven student



During my recent encounter, I had the pleasure of meeting a determined and driven student who has completed her Bachelor of Arts and Bachelor of Education degree. She expressed a deep-seated ambition to serve as a government officer and was seeking our guidance for government exam coaching. It was heartening to learn that she wished to be a part of our academy's community of students who share the same aspiration. Her mother is a skilled tailor, and her father earns his livelihood as a textile salesman. To help her achieve her dreams, I introduced her to a group of government exam aspirants in our academy who were more than willing to offer her valuable insights and support regarding exam preparations.

#### **Initiation of Velicham Group**



A group of highly motivated students who are keen on pursuing a career in government jobs, came together and formed a new group which they named "Velicham". They plan to enhance their knowledge by conducting frequent online classes where each member will take the lead to teach a subject and the group will engage in an in-depth discussion to better understand the topic. This small but enthusiastic group plans to expand its network and welcome more like-minded individuals to join it in their pursuit of excellence.

# Alumni day 2024



The Alumni Day of 2024 was celebrated on the 24th of March at the luxurious Hotel North Gate in the beautiful city of Madurai. This annual event was initiated last year with the primary goal of reconnecting with all the alumni who have been a part of the organization. It aimed to learn about their current status, their challenges, their expectations for job improvement, and their willingness to volunteer and share their knowledge with the present students.

Over the year, through various means

such as WhatsApp groups, phone interviews, and searching them through their batch mates, we gradually built up our alumnae network. This year, we collected their information through a comprehensive database collection format. The format included crucial details such as their current age, academic and job details, contact address, phone number, email, marital status, religion, blood group, and other essential information.

The alumni also shared their stories about their journey with our organization, which was an enriching experience for all of us. We selected representative alumnae from each year to help expand our alumnae network further. The event had a fantastic turnout, and a total of 59 participants took part. In addition to the present students, the alumni who attended the event made the day even more memorable.





# **Success story**



Ms. Induja, a talented and hardworking second-year undergraduate student at Sri Meenakshi Government Arts College for Women, achieved a remarkable feat by winning the third prize in a fiercely contested 1500-meter running race at an inter-collegiate competition. Her dedication, perseverance, and impressive athletic abilities were displayed as she outpaced her competitors and crossed the finish line with an impressive time. This well-deserved recognition is a testament to her commitment to excellence and the unwavering support of her college and coaches. Congratulations to Ms. Induja for this outstanding achievement!

#### **Alumnae Success**



Working as a computer teacher at Sri Kanchi Mahaswami Vidya Mandir in Chennai, her previous experience as a computer teacher in our academy has helped her in her current job.



She has been selected for the position of Senior Process Executive at Cognizant in Coimbatore."



Working as a computer teacher at UR Mind Soft Computers in Madurai. Previous experience teaching computers at our academy prepared her for this position.

**AIRD-WEP Leadership Academy** 

#### **Case Studies**



Hi, I am writing to share the story of Ms. Vishnupriya, an undergraduate student at Meenakshi Arts and Science College. She learned about our academy through a friend from school and decided to enroll with us. As she started attending our courses and training, she discovered our scholarship program which helps underprivileged students. She joined the academy to strengthen her academic skills and enhance her career prospects. However, due to her family situation, she is working part-time as well. Despite her busy schedule, she wishes to continue attending our academy to utilize our courses and resources for her development. Ms. Vishnupriya found the academy courses extremely helpful in her personal life as well. She learned important life skills such as problem-solving and how to lead a better life. The academy's Residential training program provided her with valuable insights on Male Sauvanesim, Gender discrimination, and Sexual abuse. She also gained proficiency in English and Computer skills, Study skills, and mind and body-related studies.

She expressed her gratitude towards the academy for providing her with this opportunity to learn and grow. Ms. Vishnupriya plans to continue attending the academy regularly to enhance her skills and utilize the resources effectively.



Her name is Ms. Ranjitham and she is currently in her second year of studying B.Sc. Computer Science at St. Georges College. She learned about our program through her college and joined in 2022. Ranjitham is a first-generation college student, and her mother works as a construction worker. Unfortunately, Ranjitham lost her father a few years ago. She has an elder brother who is also studying. Despite facing numerous challenges, her mother was very supportive of her attending the academy to strengthen her skills in both education and career.

Ranjitham has completed several courses at the academy, including Tally, Basic Computer, Basic English, Python, Advance Computer, Advanced Tally, Karate, and Yoga. Additionally, she has participated in Life Skill classes and residential training. She enjoys her experience at the academy and considers it her second family. She feels comfortable sharing her

feelings and experiences with the trustworthy academy staff who guide her welfare. As a first-generation college student, Ranjitham had to face a lot of hurdles from her family members to continue her studies. Her biggest challenge in attending the academy is the distance and conveyance costs. However, she remains undeterred and wants to be unique in each class. She is skilled in singing, drawing, and creative thinking, and enjoys learning new things. Her ultimate goal is to secure an IT job.

# Ramnad Academy

# Workshop on "Environment"



Ramnad Academy hosted an enlightening workshop on the topic of "Environment" on February 18th, 2024, at 11:00 am. The workshop was skilfully facilitated by Mrs. Santhanalakshmi, a retired headmistress who expertly delved into the various aspects of the environment. During the workshop, Mrs. Santhanalakshmi talked about the importance of maintaining a healthy and sustainable environment not only at home but also in the community, at a national level, and even at the global level. With her in-depth knowledge and insightful discussion, Mrs. Santhanalakshmi

helped the eight students who attended the workshop to gain a deeper understanding of the environment and how they can play their part in preserving it.

# **Workshop on Health**



On the morning of February 25th, 2024, Ramnad Academy hosted a workshop on "Health." The workshop was expertly facilitated by Ms. Rajeswari, a highly qualified nursing professional with a Bachelor of Science degree. During the workshop, Ms. Rajeswari provided practical insights and knowledge to the fourteen students in attendance. She discussed a range of important topics, including physical health, personal hygiene, eye care, and dental care. presentation The was engaging interactive, with students asking questions and

participating enthusiastically. Ms. Rajeswari's expertise and ability to clarify doubts was apparent as she answered questions and provided useful insights throughout the workshop. Overall, the workshop was a valuable learning experience for all those in attendance.

#### Case study (in her own words)



After enrolling in the Ramnad Academy of AIRD-WEP, I witnessed a significant change in myself. During college breaks, I spent my time at the academy and through studying and learning, I developed many skills, including the ability to express my views and convey messages through spoken English classes. I also participated in Residential Trainings and learned about various laws and acts.

Before joining WEP, I was hesitant to speak in front of a group of people, but the program enabled me to develop the courage to speak boldly in front

of a crowd, driving away my stage fright. This was useful to me in many ways. During the residential trainings, the resource persons and facilitators handled sessions through lectures and in a participatory way, which helped me understand the concepts.

The scholarship support provided by WEP helped me pursue my studies, reducing the financial burden on me and my family. Goal setting, determining and attaining the goal gradually helped me gain clarity in thinking. I underwent various modules of training in the Academy, including "My Mind, Body, and Spirit," "Social Analysis," "Gender, Culture, and Society," and "Leadership Spark."

I am deeply grateful to Ms. Zoe, Chief Functionary of WEP, AIRD, and the officials and staff members who implemented the WEP program and run the Ramnad Academy for deserving college students like me.



# **LET US GROW TOGETHER!!**

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