Oracle NM - Training Completion Report – Template

Trainer Report for College Sessions

Duration: [Enter duration, e.g., August – October 2024]

Trainer Name: [Enter Name]

Institution Name: [Enter Institution]

# 1. Introduction

Provide a brief introduction to the Naan Mudhalvan initiative, its goals, and your role as a trainer.  
  
Example:  
The Naan Mudhalvan initiative aims to bridge the skill gap in higher education by equipping students and faculties with hands-on training. As part of this initiative, I was assigned to conduct sessions across two colleges over a span of 12 weeks, visiting each college for one day every week.

# 2. College Details (Repeat for Multiple Colleges)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Week | Date | College Name | Session Topic | Duration | No. of Participants |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |
| 10 |  |  |  |  |  |
| 11 |  |  |  |  |  |
| 12 |  |  |  |  |  |

# 3. Session Content Overview

Summarize the content or modules covered during the training sessions.  
  
Example:  
- Week 1–2: Introduction to Oracle Cloud / APEX  
- Week 3–5: Use Case Explanation and Demonstration  
- Week 6–9: Hands-on Assignments and Support  
- Week 10–12: Evaluation, Feedback, and Wrap-Up

# 4. Activities and Engagement

Describe the methods used to engage participants (e.g., presentations, case studies, group tasks, individual mentoring).

# 5. Feedback and Interaction

Provide highlights from participant or faculty feedback. You may quote specific feedback or summarize overall responses.

# 6. Challenges and Solutions

Mention any logistical, technical, or academic challenges faced and how they were handled.

# 7. Outcomes and Impact

Describe the learning outcomes, improvements in participant knowledge, or other measurable impact.  
  
Example:  
- 85% of participants completed their case study assignments.  
- Students showed improved understanding of Oracle tools and were more confident in using them.

# 8. Conclusion

Summarize your experience and any final thoughts or recommendations for future sessions.

# 9. Attachments / Appendix (Optional)

- Photos from sessions  
- Feedback forms  
- Sample student assignments or case studies  
- Any other supporting documents