

.... to captivate motivate and inspire!

INDIRA GANDHI INSTITUTE OF DENTAL SCIENCES SRI BALAJI VIDYAPEETH (Deemed to be University) Accredited by NAAC with A++ Grade

> 12/12/2022 Puducherry

CIRCULAR

PATRON

Mr. M.K. Rajagopalan

Chairman

CHIEF ADVISOR

Prof. Dr. Saravana kumar

Principal, IGIOS

MEMBER SECRETARY

Dr. Pavithranand A

SECRETARY

Dr. Nandakumar

Dr. Arya JayaVarma

Dr. Kavitha

Dr.Keerthana

STUDENT COUNCIL

Dr. Sethish Kumar

Dr. Ritu Gupta

SBV/IGIDS/SAF/2022

Scientific and academic forum, IGIDS is pleased to inform that a webinar on "THE REVIEW PROCESS OF THE MANUSCRIPTS" by Dr.Suprabha B.S. Professor and Head, Department of Pediatric and Preventive Dentistry, Manipal College of Dental Sciences, Mangalore, has been organized on 14-12-2022 (Wednesday). All the Faculty are hereby invited for the same and the Zoom Link will be provided.

Venue: 7th Floor Conference Hall, IGIDS.

TIME: 02:30 PM to 03:30 PM

Thanking you

forded to Dependent Attend,









INDIRA GANDHI INSTITUTE OF DENTAL SCIENCES



SRI BALAJI VIDYAPEETH

ACCREDITED BY NAAC WITH 'A++' GRADE (DEEMED TO BE) UNIVERSITY

SCIENTIFIC AND ACADEMIC FORUM, IGIDS.

Cordially invites you to the guest lecture by



Dr.Suprabha B.S MDS

Professor and Head

Department of Pediatric and Preventive Dentistry

Manipal College of Dental Sciences,

Mangalore.

on

"The Review Process Of The Manuscripts"

VENUE: 7th floor conference hall, IGIDS.

Date : 14-12-2022

TIME : 2:30 - 3:30 PM

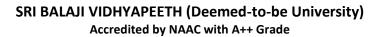
Zoom Link:

SCIENTIFIC AND ACADEMIC FORUM

https://sbvu.zoom.us/j/2560399007?pwd=Ky8r Y0xWQmdKNnJmQUd2TXIyYmhpZz09



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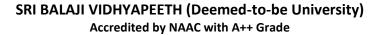


EVENT REPORT

	SAF GUEST LECTURE - "The Review process of the Manuscripts"
	Type of the Program
	Student Enrichment Program/Analytical Skill Development Program / Institutional
	Conducted by SAF, IGIDS
	Data / Time / Manuary 4.44b Data 2022 / 4.400 45,45 / Canfarance Hall ICIDS
_	Date/ Time/ Venue: 14th Dec 2022/14:00 - 15:45/ Conference Hall, IGIDS
	Target Audience/ Stakeholders: Faculty & Post-graduates of IGIDS
_	Number of participants registered / attended: 35 participants attended
	Program sponsors: SAF
_	Credit points/ hours: NA
	Objectives of the Program
•	Objective of this program is to sensitize the participants on how to review a manuscript.
	Critical appraisal of the manuscripts.
	How to write a response to the author in a constructive manner.
	Activities conducted in the Program
	Welcome address & Introduction of Speaker - Dr Pavithranand, Member Secretary SAF IGIDS, SBV.
	Guest lecture: Dr Suprabha , Professor and Head Department of Pediatric and Preventive Dentistry Manipa College of Dental Sciences, Mangalore.



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Detailed report of the program

The Scientific and Academic Forum, IGIDS, conducted a Student Enrichment Program as part of Analytical Skill development Program on Wednesday, 14th Dec 2022, between 14:00 and 15:45 hrs. The resource person was **Dr Suprabha**, Professor and Head Department of Pediatric and Preventive Dentistry Manipal College of Dental Sciences, Mangalore. The target audience were the Faculty and Post graduate scholars of IGIDS.

The program started with playing of the IGIDS anthem following which Prof Dr Pavithranand, Member Secretary, SAF IGIDS, welcomed and addressed the gathering and introduced the speaker to them. The speaker delivered the lecture "

The Review Process of The Manuscripts ". The participants were provided with the guided through a step-by-step approach on how to the manuscript evaluation Is done, right from the chief editor to the subject expert. The speaker also explained in detail on the guidelines that should be followed on reviewing and also the manner In which the appraisal of the manuscript should be done. She stressed on the fact that the response should be made in the most polite and professional manner since most of the articles would be from new authors who would not have much experience in writing articles. The speaker stressed the fact that the response given on reviewing the manuscript should be constructive thereby helping the author to make the necessary changes to It and make the manuscript worthy of publication.

The participants interacted with the speaker clarifying their views and thoughts about the lecture. Following the completion of the lecture the speaker was felicitated online with a certificate of appreciation. The program concluded with a high tea.

Summary of the report

(in minimum 150 words, in a prose format for web information, social media and press)

The Scientific and Academic Forum, IGIDS, conducted a Student Enrichment Program as part of Analytical Skill development Program on Thursday, 14th Dec 2022, between 14:00 and 15:45 hrs. The resource person was **Dr Suprabha**, Professor and Head Department of Pediatric and Preventive Dentistry Manipal College of Dental Sciences, Mangalore. the target audience were the CRRIs and Post graduate scholars of IGIDS. Prof Dr Pavithranand, Member Secretary, SAF IGIDS, welcomed the gathering and introduced the speaker, who then delivered the lecture **" The Review Process of The Manuscripts ".** The participants were explained about process of reviewing and on how to analyze the manuscript and provide feedback for the improvement of the article. The session was interactive with the participants getting their doubts clarified.

Feedback analysis/ interpretation and future action plan for further improvement in Quality Overall feedback was Excellent.



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		Resource Persons involved					
S no	Name	Designation	Affiliation	Email id/ Phone numbers	Topic taken		
1	Dr Suprabha	Professor and	Manipal	+919480655538	The Review		
		Head	College of	suprabha.bhat@manipal.edu	process of the		
		Department of	Dental		Manuscripts		
		Pediatric and	Sciences,				
		Preventive	Mangalore				
		Dentistry.					



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Please ensure if the following anclosures have been attested and attached.

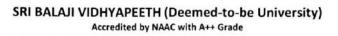
Er	closur	es Check List	1
Invitation/ Brochure/ Circular in PDF format	/	Analyzed feedback report	/
Sample certificate in PDF format	/	Geo-tagged good quality photographs as JPEG only	/
Participants list (Certified by the Head of the Department and Organizing Secretary)	/	Any other (Please type here)	

Compiled by: Dr PAVITHRANAND A

Endorsed by: Dr SARAVANA KUMAR R



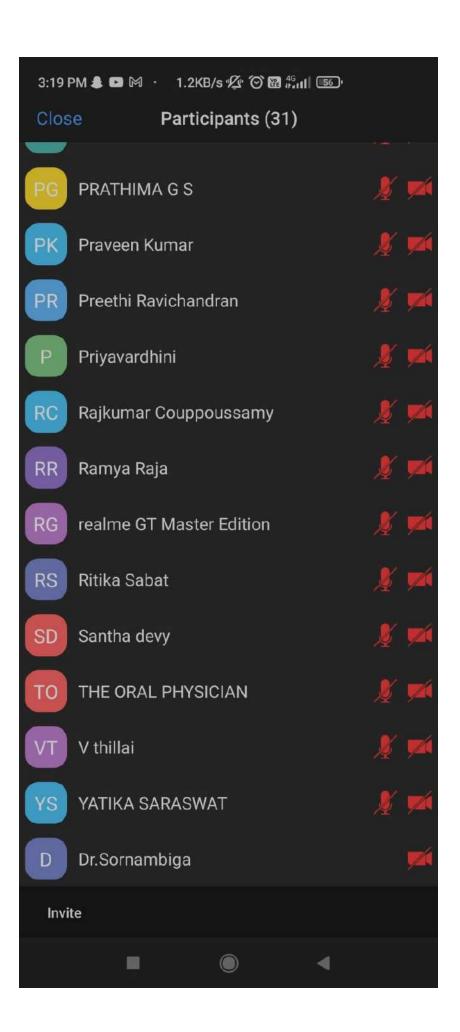
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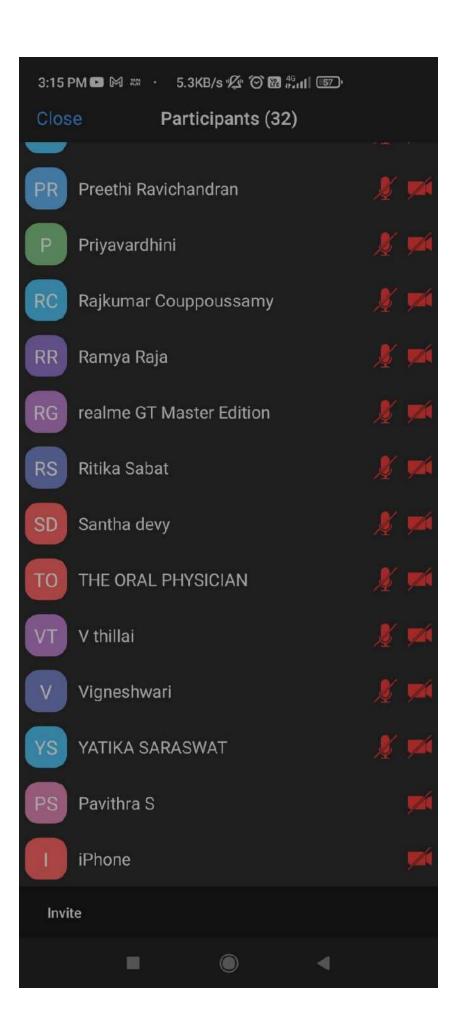


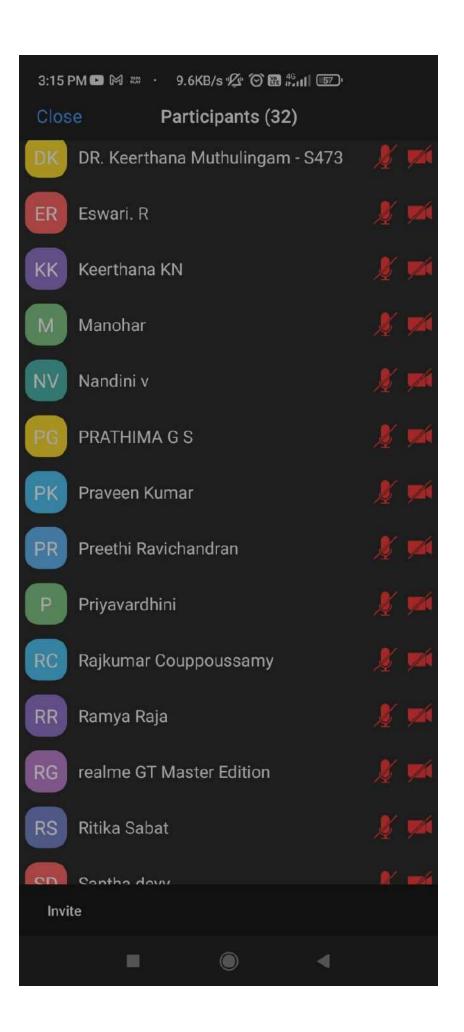


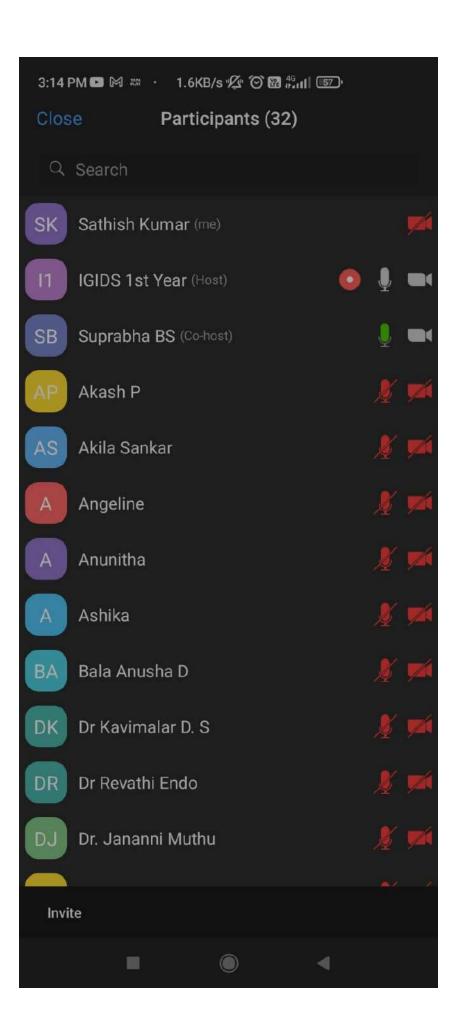
ATTENDANCE SHEET

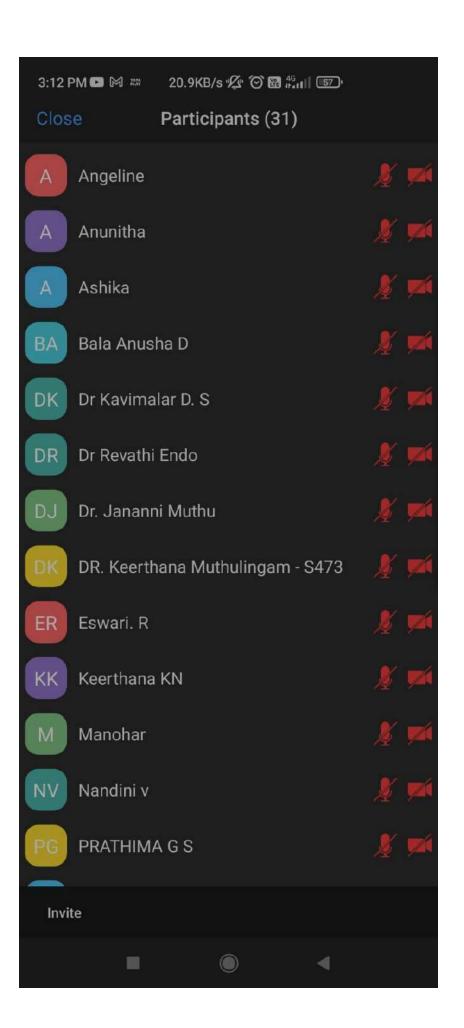
TOPIC: "The Review Process of The Manuscript" by Dr. Suprabha BS					
S no	Name	Designation	Affiliation	Email id/ Phone numbers	
1	Thrishna Ashok	19		1214	
2	Najiba Akbar	89		Neurhodio	
3	Lakshmi Sahiti	99		10-8	
4	Akila Parameshwari	rg		Olavio	
5	Vikashini D	AG .		Shawner hory.	
6	Sathish Kumar E	RG .		if lot	
7	Ritu Gupta	16		On Orghi.	
8	A. Sornambiga	PG		4.6-4	
9	Jayashree K	1G	1	And -	
10	Naveena C	19		Dande	
11	Ranjith JR	#G		Panel L.	
12	Arthy V	16		A au	
13	Keerthana KN	PG		Keether.	
14	Nandini V	19		V. Dandin	
15	Priyadardhini P	lG		Priyawardhin	
16	Soundarya	RG		front.	
17	Dakshin	PG		Doll.	
18	Nikita Thopate	PG		Wikiba Thopel	

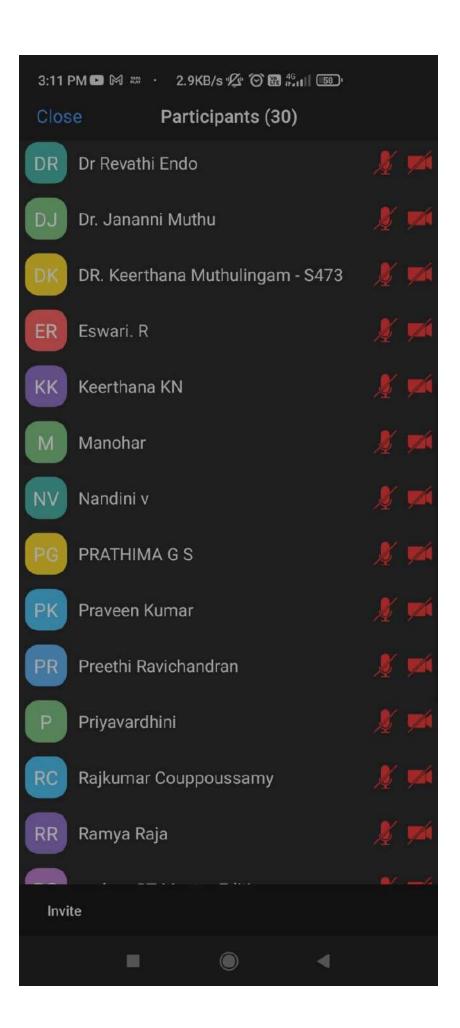












SCIENTIFIC FORUM

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INDIRA GANDHI INSTITUTE OF DENTAL SCIENCES



Pillaiyarkuppam, Puducherry - 607 402

Certificate of Appreciation



Awarded to

Dr. Suprabha B.S

For delivering a guest lecture on

"The Review Process of the Manuscripts"

on 14th December 2022 at Indira Gandhi Institute of Dental Sciences. Sri Balaji Vidyapeeth, Puducherry.

Dr Pavithranand A Secretary of SAF

Prof. Dr. Saravana Kumar R Principal,

IGIDS, SBV







KASTURBA GANDHI NURSING COLLEGE

SRI BALAJI VIDYAPEETH, SBV CAMPUS



PILLAIYARKUPPAM, PONDICHERRY-607402

The Principal, Faculty Members of KGNC Cordially invite you all to join the

WORKSHOP ON PREPARATION OF MANUSCRIPT

October
28th
2022

Time: 9.30 am - 4.00 pm

Venue: Sushruta Hall, I Floor, KGNC, SBV

All are invited!!

AGENDA - 28.10.2022

Inauguration				
9.30 am – 9.33 am	College Anthem			
9.33 am – 9.45 am	Welcome Address Dr.Geetha C, Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC			
9.45 am – 9.50 am	Lighting of Kuthuvilakku			
9.50 am – 9.55 am	Overview of the Event Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC			
9.55 am – 10.00 am	Vote of Thanks Mrs.Rajalakshmi R Asso.Professor, Dept.of Community Health Nursing, KGNC			
	Scientific Sessions			
10.00 am – 10.20 am	Writing Abstract Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing,KGNC, SBV			
10.20 am – 10.50 am	Material and Methods Dr.Shivashankar Kengadaran Associate Professor, Dept.of Public Health Dentistry, IGIDS, SBV			
10.50 am – 11.10 am	Tea Break			
11.10 am – 11.30 am	Results and Preparation of Tables Dr.Lokeshmaran A, Associate Professor, Dept of Community Medicine, MGMCRI, SBV			
11.30 am – 11.50 am	How to Write Discussion Dr.Geetha C, Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC, SB			
11.50 am – 12.10 pm	Art of Writing References Prof.Annie Annal M HOD, Dept of OBG Nursing, KGNC, SBV			
12.10 pm – 12.40 pm	Group Discussion			
12.40 pm – 01.45 pm	Lunch Break			
2.00 pm – 3.00 pm	Group Activity Research Guides, KGNC			
3.00 pm – 4.00 pm	Presentation of Manuscript: M.Sc (N) Students			

MC – Ms.Kamala P, Ms.Keerthana S M, M.Sc (N) II Year



KASTURBA GANDHI NURSING COLLEGE

SRI BALAJI VIDYAPEETH, SBV CAMPUS Pillaiyarkuppam, Puducherry- 607 402.

Office of Principal/KGNC/ 2022

21.10.2022

CIRCULAR

KGNC is planned to organize one day Workshop on Preparation of Manuscript for PG Nursing Students (M.Sc - II Year), on October 28th 2022 at Sushrutha Hall, I Floor, KGNC, from 9.30am - 4.00pm.

ALL ARE CORDIALLY INVITED ... !!!!

Programme Co-Ordinator Associate Dean Research Principal 21/10/22

Copy to

- > All coordinators concerned
- > IQAC coordinator
- > HODs
- Notice Board



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EVENT REPORT

	Name/ Title of the Program	
	Work shop on Preparation of Manuscript	
	Type of the Program	
	Workshop	
	Conducted by	
	Research unit of Kasturba Gandhi Nursing College,SBV.	
	Date/ Time/ Venue	
28 ^{tl}	October 2022/ 9.30 am-4.00pm/Sushruta Hall, I Floor, KGNC	
	Target Audience/ Stakeholders	
	Faculty members and M.Sc Nursing II year Students	
	Number of participants registered / attended	
7	41	
	Program sponsors	
	Credit points/ hours	
	Objectives of the Program	



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KASTURBA GANDHI NURSING COLLEGE

- To impart the knowledge on Preparation of Manuscript for publications.
- To help the post graduate students to develop the skills necessary for publishing in quality journals
- To provide useful insights about Disseminating the nursing research results to the public.

Activities conducted in the Program

Scientific sessions

1. Writing Abstract

Prof.Sumathy P
Principal In-charge Cum HOD
Dept. of Child Health Nursing, KGNC.

2. Material and Methods

Dr.Shivashankar Kengadaran Associate Professor, Dept.of Public Health Dentistry, IGIDS, SBV.

3. Results and Preparation of Tables

Dr.Lokeshmaran A, Statistician Associate Professor, Dept of Biostatistics, MGMCRI, SBV.

4. How to Write Discussion

Dr.Geetha C, Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC.

5. Art of Writing References

Prof.Annie Annal M HOD, Dept of OBG Nursing, KGNC.

- Group Activity with Research Guides, KGNC
- Presentation of Manuscript by M.Sc (N) II Year Students
- · Feedback by the students



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S.N o	Name	Designati on	Affiliation	Email ID/ Phone Numbers	Topic Taken	
1.	Prof. Sumathy P	Professor cum Vice- Principal	KGNC	sumathyp@kgnc.ac.in Ph: No: 9944759280	How to write abstract	
2.	Dr.Shivashan kar Kengadaran	Professor, Dept.of Public Health Dentistry,	IGIDS,	shivashankar@igids.ac.in Ph: No: 9003949330	Material and Methods	
3.	Dr.Lokeshma Profestor Dept Commuty Medi		MGMCRI,S BV	Ph: No: 9443876180 lokeshmaran.slams@gmail.c om	Results and Preparat on of Tables	
4.	Professor Cum Associa Dean — Researc Dept. of Child Health Nursing		KGNC.	Ph: No: 8807788796 drgeethachockalingam@gma il.com	How to Write Discussi on	
5	Prof.Annie Annal M	Professor	Dept.of OBG Nursing KGNC	mannieselvam@gmail.com Ph: No: 8870238133	Art of Writing Reference es	



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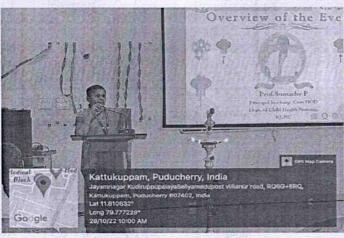
Detailed Report of the Program

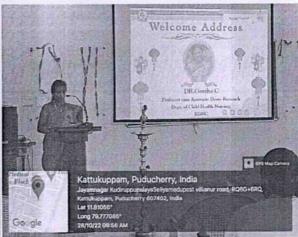
Associate Dean Research, KGNC organized the workshop of Preparation of Manuscript for our Final Year M.Sc Nursing Students in Sushruta Hall, KGNC held on 28th October 2022. Program started with Inauguration followed by the College Anthem. Dr.Geetha.C Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC was the Program coordinator and she delivered the welcome address. The Overview of the Event was unveiled by Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC, who briefed about the proceedings of event. Mrs.Rajalakshmi R, Asso.Professor, Dept.of Community Health Nursing, KGNC rendered the vote of thanks. Scientific session started by 10.00 am.













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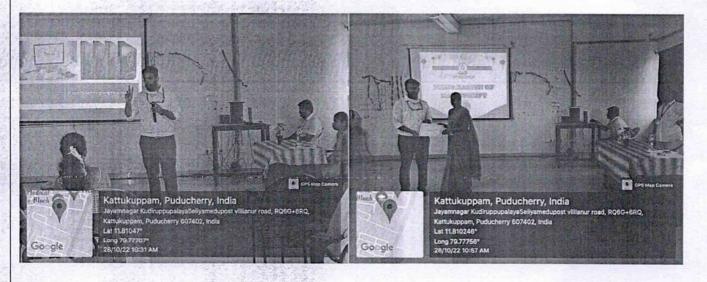
Session I:

In Session one the featured speaker, Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC, focused on the basics of writing for publication and how to get started and illustrated about the ways of writing an abstract.



Session II:

Dr.Shivashankar Kengadaran Associate Professor, Dept.of Public Health Dentistry, IGIDS, facilitated on writing Material and Methods, impact of major ethics organizations on publishing worldwide and the rise of online journals, blogging, and podcasting.





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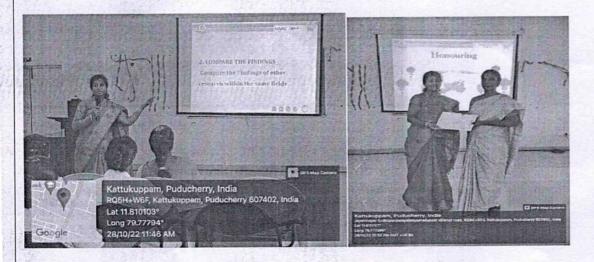
Session III:

Dr.Lokeshmaran A, Associate Professor, Dept of Community Medicine, MGMCRI,SBV focused on how to turn research results and tables into publishable works. He explained detail about the table presentation and clarified the doubts.



Session IV:

Dr.Geetha C, Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC, SBV deliberated on how to write discussion in academic publishing and dissemination. She briefed the discussion in simple manner.





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PILLAIYARKUPPAM, PONDICHERRY-607402

The Principal, Faculty Members of KGNC

Cordially invite you all to join the

WORKSHOP ON PREPARATION OF MANUSCRIPT

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0.45					
9.45 am – 9.50 am 9.50 am – 9.55 am	Lighting of Kuthuvilakku Overview of the Event				
9.55 din	Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC				
9.55 am – 10.00 am	Vote of Thanks Mrs.Rajalakshmi R Asso.Professor, Dept.of Community Health Nursing, KGNC				
	Scientific Sessions				
10.00 am – 10.20 am	Writing Abstract Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC, SBV				
10.20 am – 10.50 am	Material and Methods Dr.Shivashankar Kengadaran Associate Professor, Dept.of Public Health Dentistry, IGIDS, SBV				
10.50 am - 11.10 am	Tea Break				
11.10 am – 11.30 am	Results and Preparation of Tables Dr.Lokeshmaran A, Associate Professor, Dept of Community Medicine, MGMCRI, SBV				
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12.10 pm – 12.40 pm	Group Discussion				
12.40 pm – 01.45 pm	Lunch Break				
2.00 pm – 3.00 pm	Group Activity Research Guides, KGNC				
3.00 pm – 4.00 pm	Presentation of Manuscript: M.Sc (N) Students				

MC - Ms.Kamala P, Ms.Keerthana S M, M.Sc (N) II Year



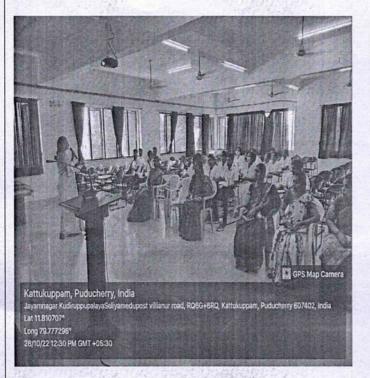
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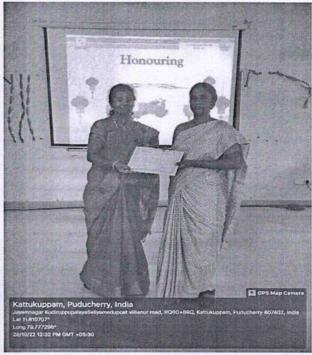


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Session V:

Prof.Annie Annal M HOD, Dept of OBG Nursing, KGNC, SBV, enlightened about the Art of Writing References with step-by-step approach that incorporates a wealth of examples of various type of referencing.





Followed by group discussion and group activities with research guides and manuscripts were presented by M.Sc. (N) Students. Participants actively participated in the session. Workshop ended with the National Anthem. Feedback was obtained by the google form.



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Summary of the report

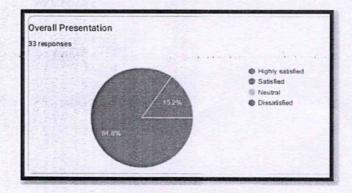
(in minimum 150 words, in a prose format for web information, social media and press)

Research unit and Research club, KGNC organized the workshop of **Preparation of Manuscript** for our Final Year M.Sc Nursing Students in Sushruta Hall, KGNC held on 28th October 2022. Program was started with Inauguration followed by the College Anthem. Dr.Geetha.C Professor Cum Associate Dean – Research Dept. of Child Health Nursing, KGNC was the Program coordinator had delivered the welcome address. The Overview of the Event was unveiled by Prof.Sumathy P Principal In-charge Cum HOD Dept. of Child Health Nursing, KGNC, who briefed about proceedings of event. Mrs.Rajalakshmi R, Asso.Professor, Dept.of Community Health Nursing, KGNC rendered the vote of thanks.

Scientific session started by 10.00 am.

In Session I: Prof.Sumathy P focused on the basics of writing for publication In Session II: Dr.Shivashankar Kengadaran, facilitated on writing Material and Methods. In Session III: Dr.Lokeshmaran A, focused on how to turn research results and tables into publishable works. InSession IV: Dr.Geetha C, focused on how to write discussion in academic publishing and dissemination. In Session V: Prof.Annie Annal M, discussed about the Art of Writing References. Followed by group discussion and group activities with research guides and manuscripts were presented by PG Students. Participants actively participated in session. Workshop ended with National Anthem. Feedback was obtained through google forms.

Feedback analysis:





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Please ensure if the following enclosures have been attested and attached.

Enclosures Check List					
Invitation/ Brochure/ Circular in PDF format	✓	Analyzed feedback report	•		
Sample certificate in PDF format		Geo-tagged good quality photographs as JPEG only	1		
Participants list (Certified by the Head of the Department and Organizing Secretary)	1	Any other (Please type here)			

Compiled by 18 1/1/2023

F. Sumathy 18/1/2022



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Pillaiyarkuppam, Pondicherry- 607 402.

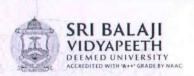
WORKSHOP ON MANUSCRIPT – 28.10.2022 List of Participants - 41 (21+20) M.Sc Nursing II - Year

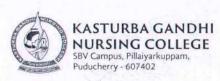
S.NO	NAME OF THE STUDENTS
1.	Nirmala .S
2.	Preethi .B
3.	Srividhya .M
4.	Suruthi .M
5.	Thamizhselvi.S
6.	Jayapriyanjali.J
7.	Keerthana S.M
8.	Muthamizhpriya.G
9.	Sudha K. S
10.	Venkatesaperumal.D
11.	Noor Mohamed Sha. M
12.	Gowdham .P
13.	Kamala. P
14.	Keerthana .K
15.	Muthukumaran V. K
16.	Priyadharshini.B
17.	Balaji.K
18.	Jayasurya. J
19.	Sivapriya. R
20.	Subash.R
21.	Vinodhan .P

Number of Faculty attended - 20

Programme Co-Ordinator Associate Dean Research Fillaiyarkuppam, Puducheny607 402.

P. Jumally Principal 18 11 /22





Certificate

This is to certify that

Prof/Dr/Mr./Ms.....had

participated as a student delegate/Guide/Resource person in the workshop titled

"PREPARATION OF MANUSCRIPT"

conducted by Kasturba Gandhi Nursing College (KGNC) on 28.10.2022.

Prof. Dr. Geetha C Research Co-Ordinator KGNC

Prof. Sumathy P Principal In charge KGNC







Lat 11.810703°

Joogle

Long 79.777286°

28/10/22 10:57 AM GMT +05:30