Department of Mental Health Nursing organized an Orientation programme on “Report Drafting” on 01/10/2019 between 12n-1pm at Seminar Hall, in Narayana College of Nursing. A total of 25 faculties had attended the programme.

Dr. Rajeswari H, Vice Principal, NCON dealt the topic on Report Drafting, which highlighted the points like the meaning of report drafting, content of the report, identification of event, highlighting the purpose of the event, providing descriptive data, emphasizing on highlights of the event, and how to prepare the report in a format. A template for report drafting was shown and how to prepare the draft was demonstrated. A sample template for report drafting was issued to all
the faculties. Queries of the faculty were clarified. Faculties felt that this programme is useful in the preparation of reports.