

### 511.3.4 Format for Organising Annual Sports/Annual day of the school

Name of the Teacher Trainee : .....

Enrolment No.: .....Class:.....

Date:.....Time/Duration:.....

- (i) Description of the preparatory activities for conducting the Annual Sports/Annual day:  
.....
- (ii) Objectives of conducting the Annual Sports/Annual day : .....
- (iii) Steps taken for conducting the Annual Sports/Annual day
- (iv) Procedures of conducting the Annual Sports/Annual day in the school: .....
- (v) Problems encountered for conducting the Annual Sports/Annual day : .....
- (vi) Solution envisaged relating to the problem : .....
- (vii) Impact of the Annual Sports/Annual day on school environment: .....

**Signature of the Teacher Trainee**

**Counter signature by the Head Master with office seal**

**Signature of Mentor**

**Signature of Supervisor**