REPORT ON CONFERENCE AFTER PARTICIPATION

1. **Conference Name and Dates**
2. **Type of presentation**
   Plenary/Oral/ Invited
3. **Purpose and Theme**
   Main purpose or theme of the conference, Did it align with your research or teaching interests?
4. **Sessions and Presentations**
   Sessions/ Presentations attended, Standout presentation topics and speakers, topics covered in the session
5. **Networking opportunities**
   Contact details of researchers / Industry professionals, possibility of collaboration
6. **Research or Project Updates**
   Reception of your work by peers and experts
7. **Workshop or panel discussion**
   Participation in any workshops as a part of conference or Panel discussion if any
8. **Exhibitors and Resources**
   Any potential suppliers/vendor/ Useful softwares or tools
9. **Overall experience**
10. **Way forward**
    Plans to apply the knowledge or insights gained from the conference in your teaching or research, follow up actions
11. **Photograph (10 snapshots during the event)**
12. **Feedback while highlight about our University**
13. **Proof of documents given as acknowledgement**
14. **Additional points (If any)**