



# On-line

The monthly Newsletter of the Indian Association of Secretaries and Administrative Professionals, Tamil Nadu Chapter

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February 2024

### Managing Committee (2023-2024)

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### **Words of Wisdom**

**“Happiness is something that multiplies when it is divided.”**

- Paul Coehlo



### **Dear Members,**

Life doesn't get better by chance. It get's better by change. Cheers to the New Year and new beginnings!

One more chain in festive seasons is Pongal. It is one of the most important and major festivals celebrated in Tamil Nadu. Pongal is a multi-day harvest festival celebrated predominantly by Tamil farmers. The principal theme of Pongal is thanking the Sun God Surya, the forces of nature, farm animals and people who support agriculture. The festivities coincide with Makara Sankranthi, Maghi, Bihu and celebrated across various parts of India.

If you want to be successful focus on the three C's: Confidence, Competence and Connections.

**Confidence:** Confidence is the belief in one's self and one's abilities. It's about having faith in your skills, judgment, and capacity to handle various situations. Confidence enables you to take risks, overcome challenges, and pursue goals with determination. Building confidence often involves self-awareness, setting achievable goals, facing fears, and celebrating successes, however small they may be. It's a key trait that can significantly impact personal and professional success.

**Competence:** Competence refers to the necessary skills, knowledge, and expertise to effectively perform tasks. Being competent means being capable and proficient in your field or area of interest. It involves continuous learning, practice, and refinement of skills to stay relevant and effective. Competence is essential for gaining credibility, earning trust, and delivering high-quality results.

**Connections:** Connections involve building and nurturing relationships with others in various spheres of life, including professional, social, and personal contexts. Strong connections offer numerous benefits, such as access to opportunities, knowledge sharing, support during challenges, and emotional well-being.

On behalf of the Managing Committee, I wish a Happy Valentine's Day to you and your loved ones.



**Sasirekha N**

## HAPPENINGS

The Christmas party of IASAP Tamil Nadu Chapter, which is much looked forward to event by the families of our members, especially the children – big and small, was yet another enjoyable event of the Chapter, held on 16<sup>th</sup> December 2023. The brightly dressed gathering added to the deco of the Quality Inn Sabari hotel.

The function started with singing of carols led by the now famous nightingales of the Tamil Nadu Chapter. With their encouragement the children joined in to raise their voices in the spirit of the season.

There were games conducted for different age groups of children, members and spouses. The games for the kids included “Collecting marshmallows using table spoons”, “Lime and Spoon race” and “Walking with the balloon in between the legs”. The members had fun in the elimination game. The agility of the spouses and guests was fun as they played musical chairs.

To continue the fun, a few rounds of lucky secretary prizes followed. Then along came Santa who ensured that everyone carried home a gift. The afternoon sure did what the appetites of those present and a sumptuous high tea that followed was definitely satisfying.

As is the practice with our Chapter, our committee leaves no stone unturned so that they keep the members happy and entertained from start to finish of every function they conduct, and this party was no exception as the members and their kids merrily walked out with their gifts to celebrate a Merry Christmas.

A lovely end to a good year, readying us for a new one which I am sure we are all looking forward to with gusto and big dreams.

A very Happy New year to each of you and have a wonderful 2024!

- Treasure Jacob

### Few pics of the Christmas Party:



## A CUPPA COFFEE

When things in your life seem almost too much to handle, when 24 hours in a day are not enough, remember the mayonnaise jar and the coffee.....

A Professor stood before his philosophy class and had some items in front of him. When the class began, wordlessly, he picked up a very, large and empty mayonnaise jar and proceeded to fill it with golf balls. He then asked the students if the jar was full. They agreed that it was, so the Professor then picked up a box of pebbles rolled into the open areas between the golf balls. He then asked the students again if the jar was full. They agreed it was.

Next, the Professor picked up a box of sand and poured it into the jar. Of course, the sand filled up everything else. He asked once more if the jar was full. The students responded with a unanimous "yes".

The professor then produced two cups of coffee from under the table and poured the entire contents into the jar, effectively filling the empty space between the same. The students laughed.

"Now", said the professor, as the laughter subsided, "I want you to recognize that this jar represents your life.

The golf balls are the important things – your God, family, your children, your health, your friends and your favorite passions – things that if everything else was lost and only they remained; your life would still be full.

The pebbles are the other things that matter! your job, your house and your car. The sand is everything else- the small stuff". If you put the sand into the jar first," he continued, "There is no room for the pebbles or the golf balls. The same goes for your life. If you spend all your time and energy on the small stuff, you will never have room for the things that are important to you.

Take your partner out to dinner. Play another game. There will always be time to clean the house and fix the disposal.

Take care of the golf balls first, the things that really matter.

Set your priorities. The rest is just sand.

"One of the students raised her hand and inquired what the coffee represented.

The Professor smiled. I'm glad you asked. It just goes to show you that no matter how full your life may seem, there's always room for a couple of cups of coffee with a friend.



### JANUARY 2024

2nd Meena Suresh  
5th Deborah D'Souza  
7th Nalini Raghavan  
9th Bernadine Highland  
10th Honorine Franswah  
11th Marie Correya  
12th Charmaine Fernandez  
12th K. Chitra  
16th Sujatha Parameswaran  
16th Sripriya Giridhar  
18th Geetha R V  
19th Dorathy Sukumar  
20th Padma Bhatia  
23rd Karon Vieyra  
28th Judaline Srinivasan  
28th Michelle Gabriel

### FEBRUARY 2024

6th Judith Nair  
7th Iona Besterwitch  
9th Delphene Lawrence  
9th Theresa Maria Kennedy  
12th Lorraine Lobo-Bernard  
14th Vallerie Yourey  
16th Kalpana Ashok  
16th Rekha Sathy  
19th Sankari Suja  
24th Hema Vinod  
27th Ruth Thomas  
28th Ronella Shane

**A very Happy Anniversary to all members  
celebrating their wedding anniversary in  
January and February 2024**



## **FEBRUARY MEETING**

**Date :** Saturday, 24<sup>th</sup> February 2024

“ONE DAY OUTING WITH MEMBERS”

### **Venue :**

Grand Oceana Beach Resort  
No.45, East Coast Road,  
Vadanemmeli.  
Tamil Nadu -603104.  
(Near Crocodile Park)  
[ Access to Swimming pool is available,  
interested please bring appropriate  
dress]

**Rate :** Rs.750/- per member

**RSVP :** 19<sup>th</sup> February 2024

Pickup Time: 08.00 am

Total Pickup & Drop Location

1. Rajarathinam Stadium, Egmore
2. Near S.I.E.T Bus Stop
3. Near Madhya Kailash

Kindly transfer the payment to our Bank  
account while giving the RSVP.

**Account Name :** IASAP Tamil Nadu  
Chapter

**SB Account No:** 12730100009194

**Bank name:** Bank of Baroda

**Bank Branch :** Egmore

**IFSC Code:** BARB0EGMORE



## **Notice Board**

### **KOLKATA CONVENTION - 2024**

Please block your dates from 22<sup>nd</sup> August to 25<sup>th</sup> August 2024 on your calendar to tour OUR CITY OF JOY for the 18<sup>th</sup> National Convention to be held in Kolkata. Kolkata Convention early Bird Offer has been extended till 15<sup>th</sup> of February 2024.

### **Important Note**

**Pickup Point :** Please confirm your Pickup Point for our Day Outing to your Committee Member to be held on 24<sup>th</sup> February 2024.

**Pre-trip or post-trip** (Kolkata convention) - would be Gangtok or Sundarbans. More details to follow.

### **Administrative Professionals Week / Day**

Administrative Professional's week is celebrated in the last week of April. Requesting all members to participate for culturals as done in the past - Western dance, Folk dance, solo singing and skit. Kindly cooperate and let us make this a grand show.

### **Meeting Time & Attendance**

As you are aware, we regularly invite speakers who honor their commitments by arriving on time. As members, it is equally crucial for us to adhere to the same standards of punctuality that we uphold in our everyday lives. Please make every effort to arrive promptly for our meetings and actively engage in the discussions and activities. Your presence and contribution are valuable to the success of our Association.

### **EDITOR'S ADDRESS**

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