Report writing

Your school recently conducted a football coaching camp. You being the secretary of the sports club, the principal asked you to submit a report of the camp.

Here are comments of two participants in the camp:

Many of our good players became systematic after it

We should have included counselling session

Sample response

Report prepared by: presented to date date

A two week's football coaching camp was organised by the sports club of 'Language Centre' from 14th to 28th of December 2018 for 25 selected students. The basic purpose of the camp was to offer systematic training and foster professionalism in players of our school.

The highest priority in the camp was on physical stamina and technical skills. The camp sessions consisted of seven hours a day. Except the night sessions, which were for classes and discussions, it consisted of practices of technical competence and physical exercises. The training sessions under the guidance of Mr. Shan Mohammed have brought magical changes in the players' body strength and shot perfection. The achievement of the camp is well capsuled in the words of Jazlaan, our left wing forward "Now, I can run for ninety minutes on this huge ground and the ball falls where I want it to".

The seminar sessions in the nights were instrumental in making our group of players a team of professionals. Classes on team skills, winning attitude and life discipline literally reshaped our boys as players. Now they know, what it means to work, fight, win and lose. "Now", says Hiran, "I longer play to impress, but to win as a team" and this can be said of each player.

As one participant has rightly observed, one lack in the programme was that of a counselling session. Players have issues to be solved and a professional assistance would have been useful. We should consider this recommendation for the next camp, which is to be held in next August.

In brief, the camp was successful as was expected. It improved skills and strength and the team play style was developed. The impact of training being so self-evident, we should think of appointing a professional coach in our institution to keep up this effect.