

## Training Courses at a Glance for 2016 - 2017 financial Year

Sl. No.	Name of Courses	Duration	No. of Course	Expected Participants	Total Number
1.	Foundation Training Course for BCS (General & Tech.) Education Cadre Officers	120 days	3	180	540
2.	Senior Staff Course on Education and Management (SSCEM) for Professors and Principals	45 days	2	35	70
3.	Advanced Course on Education and Management (ACEM)	45 days	4	35	140
4.	Educational Research Methodology Course (for top position holders in previous FTCs)	30 days	2	35	70
5.	Educational Planning & Development Course (for officers under MoE)	30 days	3	35	105
6.	Educational Administration and Management Course (for Principals of Colleges & Sr. Madrasas)	3 weeks	6	35	210
7.	Educational Administration and Management Course (for Heads of Secondary Schools and Madrasas)	3 weeks	6	35	210
8.	Education Administration Course for Education Functionaries Administrators (DEO & Others)	1 week	1	35	35
9.	Digital Content Development Course for College Teachers **	12 Days	2	30	60
10.	Training Course on ICT (for Lecturers of Colleges)	3 weeks	2	30	60
11.	Training Course on ICT (for Secondary Level Teachers)	3 weeks	3	30	90
12.	Training on ICT Application in Institutional Work (for Heads of Secondary Level Institutions)	5 days	4	30	120
13.	Library Planning and Management Course (for Asst. Librarians/Cataloguer of Secondary & College Level)	2 weeks	2	35	70
14.	Refreshers Course on Educational Administration and Management Course (for Principals of Colleges & Sr. Madrasahs)	2 weeks	1	35	35
15.	Refreshers Course on Educational Administration and Management Course (for Heads of Secondary level Institutes)	2 weeks	1	35	35
16.	Refreshers Course on Foundation Training Course	2 weeks	0	0	0
17.	Trainers of Training Institutions under MoE	2 weeks	2	30	60
18.	Secretarial Science and Office Management Training Course	2 weeks	0	0	0
19.	Communicative English Course (for Lecturer of English of Colleges)	3 weeks	3	35	105
20.	Communicative English Course (for Officers under MoE)	3 weeks	3	35	105
21.	Communicative English Course (for Secondary level English Teachers)	3 weeks	5	35	175
22.	Office Management Training Course (for Officers under MoE)	2 week	2	35	70
23.	Project Management Course (for Officers under MoE)	2 week	2	35	70
24.	Satellite Training Course (Pedagogic Training for Secondary level Teachers)	6 days	6	50	300
25.	English Language Teaching Course (for Secondary level English Teachers)**	12 Days	15 (3x5)	40	600
26.	Training for Public Servant of NAEM **		2		0

\*\* Subject to the approval of BOG