

## Training Courses at a Glance for 2017-2018 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 (for Professors and Principals)	45 days	2	35	70
3.	Advanced Course on Education and Management (for Associate Professors)	45 days	4	35	140
4.	Educational Research Methodology Training Course (for top position holders in previous FTCs)	30 days	2	35	70
5.	Educational Planning & Development Training Course (for officers under MoE)	30 days	3	35	105
6.	Educational Administration and Management Training Course (for Principals of Colleges & Sr. Madrasahs)	3 weeks	6	35	210
7.	Educational Administration and Management Training Course (for Heads of Secondary Schools and Madrasahs)	3 weeks	6	35	210
8.	Educational Administration Training Course (for DEOs, ADEOs & USEOs)	5 days	2	35	70
9.	Digital Content Development Training 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	4	30	120
12.	Training Course on ICT Application in Institutional Work (for Heads of Secondary Level Institutions)	5 days	3	30	90
13.	Library Planning and Management Training Course (for Librarians of college level institutions)	2 weeks	2	35	70
14.	Refreshers' Course on Educational Administration and Management (for Principals of Colleges & Sr. Madrasahs)	2 weeks	1	35	35
15.	Refreshers' Course on Educational Administration and Management (for Heads of Secondary level Institutions)	2 weeks	1	35	35
16.	Training of Trainers (ToT) Course (for Trainers of Training Institutions under MoE)	2 weeks	2	35	70
17.	Secretarial Science and Office Management Training Course	2 weeks	0	0	0
18.	Communicative English Training Course (for Lecturers in English)	3 weeks	3	35	105
19.	Communicative English Training Course (for Officers under MoE)	3 weeks	3	35	105
20.	Communicative English Training Course (for Secondary Level English Teachers)	3 weeks	5	35	175
21.	Office Management Training Course (for Officers under MoE)	2 weeks	2	35	70
22.	Project Management Training Course (for Officers engaged in Planning Work, under MoE)	2 weeks	2	35	70
23.	Satellite Training Course (Pedagogic Training for Secondary level Teachers)	6 days	6	50	300
24.	English Language Teaching Course (for Secondary level English Teachers) **	12 Days	3 (5+5+5)	40 (Per Venue)	600
25.	Training for Public Servants of NAEM under NIS Order	60 Hours	4 (2+2)	30	120
	<b>Total =</b>		<b>73</b>		<b>3500</b>

\* Number of participants will be increased up to 220 subject to the availability of physical facilities.

\*\* Subject to the Approval of BOG