

is accommodation facility in NIT, Agartala Campus required ?  
Yes / No.

## UNDERTAKING BY APPLICANT

I agree that I shall abide by the rules and regulations governing the staff development programme and I will attend the course for entire duration.

Place :

Date :

.....  
Signature of the applicant

.....  
Designation

## SPONSORSHIP CERTIFICATE

Mr/Mrs/Ms/Dr. \_\_\_\_\_ is an employee of \_\_\_\_\_ our institute and is sponsored to attend the staff development programme from August 9th to 20th August 2010 at NIT Agartala.

Place :

Date :

.....  
Signature of the Head of the Institute with seal

## IMPORTANT DATES :

- ▼ Receipt of Applications : 4th August, 2010
- ▼ Information to the selected candidates : 6th August, 2010
- ▼ Short term course programme : 9th August to 20th August, 2010

Completed application form should be sent by Fax / Speed Post/  
Courier / e-mail to

### ASIS SARKAR

Programme Co-ordinator,  
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### PRIYANATH DAS

Programme Co-ordinator  
Associate Professor & Chief Warden  
Electrical Engineering Department  
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### NOTE

1. Please note that 100% attendance is compulsory for the entire course.
2. Only outstation participants shall be provided travelling allowance (TA) as per the institute norms.
3. As limited seats are available in this course, so selection will be as per first come first serve basis to the eligible candidates.



NATIONAL

**INTRODUCTION :** An intensive self designed course on Management of Technical education will be offered from August 9th to 20th August, 2010 under the Staff Development Programme of All India Council of Technical Education of Govt. of India.

The Course is designed to cater to the needs of future leaders of technical education of different colleges & universities. This programme will be specially useful for persons who are concerned with training, techings, research and those who are interested in management of daily affairs.

**OBJECTIVES :** With the advent of new colleges coming up and different reaserch institions setting up, management plays a vital role. The demand of industries & institution for better management knowledge will definitely help them to gather more knowledge & practies. The basic objective of the present course is to acquaint the participants with the 5 principles of management developments of the institute. And discussion of the existing know-how & facilities in the institute. The discussion of the process will also encompass how to solve management problems. The A.I.C.T.E. Sponsored Staff development programme is arranged to facilities such interest among college teachers and to provide an overview of the latest trends in management related to technical Institution. We hope if such programme are organized on regular basis definitely the future leaders of the institution will get boost to take new assignment & improve their of working skills,thus helping the institution in a favorable way, In summery the objectives are as follows:

- i) To upgrade the knowledge & skills related learning and management.
- ii) To develop competencies related to teaching method,curriculum development,assessment
- iii) To motivate teachers to involve in research activities & management of daily activities.

**COURSES CONTENTS :** □ Quality & Management system of technical Education □ Classroom management, Classroom motivation, Development of communication skill, Techning & research methodology □ Infrastructural Development of an Institution □ Evaluation of Technical Education □ Examination System, Markes versus Grading System, Project Proposal & Preparation □ Overview of Technical Education in India. □ Financial management system of the Institution □ Management Principal, Institutional administration & management □ Organization of Technical Institution □ Library Science & documentation 5S principles I.S.O. 9000, T.Q.M & Management system of Technical Education □ Seminar Preparation & Presentation □ Technical Management □ Purchasing & Inventiry Management System design & networking, Internal Resource generation etc.

**TRAINING METHODOLOGY :** The training programme will be conducted by experts in the related areas through lectures, discussuoin, case studies. Course work will be given to all the participants.

**ELIGIBILITY AND DURATION :** The programme is targetted to new teachers working in recognized technical institutions (degree & diploma). The total number is restricted to 50 teachers. The basis of selection will be on first come first served.

A certificate shall be given to all the participants who will complete the course successfully.

Free Registration and Boarding and Lodging:

There is no fee charged for the course. The application must be in the given format appended. Boarding and Lodging shall be provided to all the participants in NITA hostels/ guest house without any charge.

**Travelling Allowance (TA) :** TA will be provided to all the outstation participants as per the institute norms.

**Contact :** Participants desired to attend this course should contact in the following address :

**Address for correspondence :** Asis Sarkar, Assistant Professor or Priyanath Das, Associate Professor, National Institute of Technology, Agartala, P.O. : T.E.C. Barjala, Pin : 799055  
E-mail : asis\_sarkar1962@rediffmail.com  
priyanathdas@yahoo.co.in  
Phone : +91 9436583142, 0381 2346630, 9436541700  
Fax : 0381-2346360

**About the Institute and the department :** National Institute of Technology Agartala, a Centrally Funded institute of national improtance is setup to impart quality technical education into various levels of higher learning. The earstwhile Tripura Engineering College, setup in 1965 was upgraded to National Institute of Technology Agartala w.e.f. 1st april 2006. At present the institute is under the provision of NIT act 2007 and it runs eight undergraduate engineering course namely, Civil, Electrical, Mechanical and Computer Science and Engineering, Electronics and Communication Eeenging, Production Engineering and Chemical Engg. & Instrumentation Engineering and four post graduate courses like Structural Engineering under Civil Engineering dept. Thermal Science and Engineering and Manufacturing Engineering under Machanical Eng. dept. and Power Electronics and Drives under Electrical Engineering dept. The Institute also runs Phd programmes in different areas. This institute is intended to cater the needs of technical manpower in this region in particular and in India as a whole.

**Location :** The institute is located on a picturesque site, which is 4 k.m. off National Highway (NH-44) and about 20 K.M. away from the capital city, Agartala. Agartala is linked to the rest of the country by road rail air link via Silchar and by eleven flights daily. One can reach Agartala from Kolkata via Dhaka, Bangladesh by rail / bus also by one day through double entry visa.



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