GOVERNMENT OF TELANGANA
DEPARTMENT OF TECHNICAL EDUCATION

OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
TELANGANA : HYDERABAD

Sub: TECHNICAL EDUCATION - Short-Term Courses for Technical Teachers to be conducted at NITTTR, Chennai - December 2019- Reg.

Ref: Lr.No. CCD/PRO/FDP/Dec 2019/ 2019-20, Dt:01-11-2019 received through mail from the Director, National Institute of Technical Teachers Training and Research (NITTTR), Chennai.

*****

While enclosing the letter cited in the reference, the Principals of all Government Polytechnics are informed to nominate the interested faculty for short-term courses (course wise) and send the nominations of the **Regular faculty and contract faculty** to this office, two weeks in advance to take further action in the matter.

The Principals are further informed to ensure the following before nominating the faculty.

(1) The faculty are in need of training programmes for CAS.
(2) They have not undergone the same so far.
(3) They have not undergone any other Training Programme in this Semester (i.e., faculty is permitted to undergo only one Training Programme in one Semester).

They can send the nominations to mail ID: adtrg.ts@gmail.com two weeks in advance in order to submit the same to the Director, NITTTR, Chennai/ECH/ECK/ECV at least One Week in advance.

(This has the approval of the Commissioner of Technical Education, Telangana)

Encl: As above

---

Signature valid
Digitally signed by GUNDALA GIRIBABU
Date: 2019.11.08T16:45:59 IST
Reason: Approved
For COMMISSIONER

To,
The Principals of Government Polytechnics under the control of this Department of Telangana State.
Copy to the Secretary, SBTET, T.S., Hyderabad for information.
**PROCEEDINGS**

Sub: Intimation for short courses to be conducted in DECEMBER 2019.

Ref: Director's approval dated 28.10.2019.

The Director is pleased to approve the conduct of the following short courses for the technical teachers at locations and durations as indicated in the following. The deputation of the following staff is also approved.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Faculty</th>
<th>Duration</th>
<th>Venue</th>
<th>Target States</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>FDP-24</td>
<td>Advances in Manufacturing &amp; Metrology (2 weeks)</td>
<td>Dr. S. Somasundaram* Shri M. Senthilkumar Guest Faculty</td>
<td>02.12.2019 to 13.12.2019</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
<tr>
<td>4.</td>
<td>FDP-99</td>
<td>Guidance &amp; Counselling (Teaching engineering)</td>
<td>Dr. R. Rajendar* Guest Faculty</td>
<td>02.12.2019 to 06.12.2019</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
<tr>
<td>5.</td>
<td>FDP-144</td>
<td>Green Chemistry and Nano Materials (Teaching chemistry)</td>
<td>Dr. R. Ravichandran* Guest faculty</td>
<td>02.12.2019 to 06.12.2019</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
<tr>
<td>6.</td>
<td>FDP-173</td>
<td>Strategic Planning &amp; Institutional Development (3 days)</td>
<td>Dr. E.S.M. Suresh* Dr. G. Janardhanan Guest faculty</td>
<td>02.12.2019 to 04.12.2019</td>
<td>ECH</td>
<td>National</td>
</tr>
<tr>
<td>7.</td>
<td>FDP-174</td>
<td>Life Skills (All teachers)</td>
<td>Dr. Sobha Cyrus* Guest Faculty</td>
<td>02.12.2019 to 06.12.2019</td>
<td>SSM Poly., Tirur</td>
<td>Kerala</td>
</tr>
<tr>
<td>8.</td>
<td>FDP-175</td>
<td>Induction Programme for newly recruited teachers - Phase I (2 weeks)</td>
<td>Dr. Sobha Cyrus* Faculty from NITTTR Guest Faculty</td>
<td>09.12.2019 to 20.12.2019</td>
<td>ECH</td>
<td>National</td>
</tr>
<tr>
<td>13.</td>
<td>FDP-181</td>
<td>Verilog Programming and Implementation in FPGA (Teaching of ECE, EEE &amp; EIE)</td>
<td>Dr. P. Sivasankar* Dr. G. A. Rathy Guest Faculty</td>
<td>30.12.2019 to 03.01.2020</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
</tbody>
</table>
452014/2019/T & P SECTION

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Faculty</th>
<th>Duration</th>
<th>Venue</th>
<th>Target States</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>FDP-182</td>
<td>Digital Marketing</td>
<td>A. P. Felix Arkiya Raj* Dr. P. Malliga Guest Faculty</td>
<td>30.12.2019 to 03.01.2020</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
<tr>
<td>15</td>
<td>FDP-183</td>
<td>Instructional Design and Delivery System</td>
<td>Dr. K.S. Girdharan* Dr. S. Renukadevi Dr. R. Santhakumar Dr. R. Rajendran</td>
<td>30.12.2019 to 03.01.2020</td>
<td>NITTTR, Chennai</td>
<td>National</td>
</tr>
<tr>
<td>16</td>
<td>FDP-184</td>
<td>Developing professional ethics, values, communication skills</td>
<td>Dr. Sobha Cyprus* Guest faculty from institutions/trainers from industry</td>
<td>30.12.2019 to 03.01.2020</td>
<td>ECK</td>
<td>National</td>
</tr>
</tbody>
</table>

* Coordinator for the respective course

The necessary arrangements to conduct the courses may be made.

TA and DA for the participants are to be paid by NITTTR, Chennai as per the prescribed norms of the Institute:

(1) Payment upto 3 tier-AC fare, by any train by the shortest route; (2) Tatkal charges are allowed in case of non-availability of regular tickets; (3) Payment of actual bus fare if the bus journey is made by the Govt. transport bus; (4) For journeys made by the private bus, restriction of fare upto 3 tier-AC train fare by the shortest route; (5) Original ticket for travel from the place of work to Chennai and photography of the return journey train / bus ticket should be furnished, otherwise the claim will be restricted to sleeper class train fare only or minimum bus fare by the Govt. bus; (6) Waitlisted ticket will not be reimbursed for return journey, if not confirmed. (7) The road mileage for place of residence to nearby railway or bus stations is limited to 25 kms for claim of taxi / auto / own Vehicle. Beyond 25 kms, bus fare at the rate of Rs.1/km will be paid; (8) In case, travel is made by Air, travel by Air India only will be accepted and payment will be limited to 3 tier-AC train fare, provided boarding pass is submitted.

(i) In case of misinformation furnished by the trainees, the same will be informed to the appointing authority.

(ii) The participants are advised to submit hard copy or soft copy of their bank passbook front page to avoid problem arising due to credit of the TA / DA amount.

(iii) TA and DA for the participants from the self-financing institutions are to be paid by the respective institutions.

(iv) For target audience of the aforementioned FDPs, refer our website (www.nittr.ac.in).

(v) Norms for participants from Self-financing Polytechnics, Engineering Colleges and teachers appointed under Self supporting / financing schemes of Aided Polytechnics / Engineering Colleges:

   a. There is no course fee. However, the Participants will take care of their travel related expenses.

   b. Boarding and Lodging Charges:

      i. Non-AC single occupancy Accommodation (Common washroom) at Trainees Guest House I - Rs.100/- per day per person

      ii. AC double occupancy accommodation (attached washroom) at Trainees Guest House I - Rs.500/- per day per person

      iii. Food - Rs.300/- per day per person

To

1. The Commissioner, Directorate of Technical Education, HYDERABAD - 500 001, TS
2. The Secretary, State Board of Technical Education and Training, VIJAYAWADA - 521 108, AP
3. The Director of Technical Education, BANGALORE - 560 001
4. The Director, Directorate of Technical Education, Thiruvananthapuram, Pin - 695 023, Kerala
5. The Joint Director, State Institute of Technical Teachers Training & Research, Kalamassery - 683 104
6. The Commissioner of Technical Education, CHENNAI - 600 025
7. The Director, Directorate of Higher and Technical Education, PUDUCHERRY - 605 008
8. The Professor & Head, NITTTR Extension Centre, VIJAYAWADA - 521 108
9. The Associate Professor & Head I/c, NITTTR Extension Centre, BANGALORE - 560 001
10. The Associate Professor & Head I/c, NITTTR Extension Centre, HYDERABAD - 500 028
11. The Professor & Head I/c, NITTTR Extension Centre, KALAMASSERY - 683 104
12. PA

Page 2 of 2
APPLICATION FORM (2018-19)

1. Course No. and Title : FDP-

2. Duration : From 201 To 201

3. Name of Participant (in block letters) :

4. Date of Birth :

5. Designation :

6. Name of the Institution :

7. Address :

8. City & Pin code :

9. E-mail :

10. Contact Phone / Mobile :

11. Years of Experience (total) in teaching :

12. Institution category (Tick one): Govt. / Govt. Aided / Private

13. Is your appointment under Self financing Scheme YES / NO

14. Any special health related request for providing room in a three storied trainees' guest house YES / NO

If yes, which floor you prefer..........................

Date: ____________________________

Signature of the Applicant

The application of the above candidate is forwarded. If selected, he/she will be relieved to attend the course.

Seal: ____________________________

Signature of the Forwarding Authority

Note: Sponsored applications may be sent by email (cdkntttrc@gmail.com) 15 days prior to the commencement of the programme.