

**To  
All Directors/Principals  
GTU affiliated Colleges -Gujarat**

Dear Sir,

I am happy to inform you that Our Hon'ble Vice chancellor has given consent to organize One Day Induction Training Program specifically for Fresh Young Teachers. The objective is to offer the platform where they will come to know about the Teaching methods, Preparing and delivering an effective Lecture as well as

various Evaluation methods. It is also required to listen them about their difficulties and to provide solution in context of Teaching Learning Process. The Program offered here is successfully completed at L.E.College –Morbi with the initiative of Morbi principal Prof.P.C.Vasani .

All Directors/Principals of GTU affiliated colleges are hereby offered this program to be conducted at your college. The college is supposed to provide the Multimedia classroom or an

auditorium with good Audio/Visual Aids in addition to the working Lunch and High Tea to each participant as well as nominal expenditure towards Honorarium and TA to experts .The Participants will be from their own colleges.

The Institute can apply by mailing their request to Coordinator at [Email Id:dilip\\_ahir2001@yahoo.com](mailto:dilip_ahir2001@yahoo.com)

The Training Program Brochure is attached herewith for complete reference.

Title of Program	One Day Induction Training Program for Young Teachers
No. of Participants	Not More than 40 ( Participants from Host College only)
Sessions , Day	Sessions : 5 , Day : 1
Time	As per the convenience of College ( Total six Hours)
Certificate to Participants	From GTU
Participant Fees	Nil
Institute Selection Criteria	First Come First Serve
Who can Participate?	Teachers having experience less than or equal to 3 Years
Faculty	Degree Engineering / Diploma Engineering / MCA
Program Mentor	Prof.P.C.Vasani , Principal - L.E.College Morbi
Program Coordinator	Prof.D.H.Ahir , Associate Dean – GTU

**One Day  
Induction Training Program  
For Fresh Teachers**



18<sup>th</sup> August, 2012

Designed by  
**L.E.College-Morbi &  
GTU- Rajkot Zone**

Contact :  
Prof.D.H.Ahir  
Associate Dean - GTU  
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**Mentor:Prof.P.C.Vasani**  
Principal, LE College Morbi

<b>Session 1</b> (60 Minutes)	<b>Understanding human behavior</b>
	<ul style="list-style-type: none"> <li>• Model of human behavior</li> </ul>
	<ul style="list-style-type: none"> <li>• Three Personality types</li> </ul>
	<ul style="list-style-type: none"> <li>• Judging Oneself</li> <li>• Interpersonal skills</li> </ul>
<b>Session 2</b> (60 Minutes)	<b>Communication skills</b>
	<ul style="list-style-type: none"> <li>• What is Communication?</li> </ul>
	<ul style="list-style-type: none"> <li>• Components , barriers and Causes</li> </ul>
	<ul style="list-style-type: none"> <li>• Body language</li> </ul>
<b>Session 3</b> (90 Minutes)	<b>How To Prepare and Deliver an Effective Lecture</b>
	<ul style="list-style-type: none"> <li>• Organizing and planning Lecture</li> </ul>
	<ul style="list-style-type: none"> <li>• Advantages and limitations of lecture method</li> </ul>
	<ul style="list-style-type: none"> <li>• Structure of lecture</li> </ul>
	<ul style="list-style-type: none"> <li>• Designing and identifying effective lecture</li> </ul>

<b>Session 4</b> (60 Minutes)	<b>Evaluation Methods and Formulating an effective Question paper</b>
	<ul style="list-style-type: none"> <li>• Conventional Methods</li> </ul>
	<ul style="list-style-type: none"> <li>• Online evaluation</li> </ul>
	<ul style="list-style-type: none"> <li>• Types and levels of questions</li> </ul>
<b>Session 5</b> (30 Minutes)	<b>Question Answer , feedback and Valedictory</b>

Have a Look:

1. The program is designed for fresh Teachers having experience less than 3 years.
2. Keep your program booked by giving confirmation on or before deadline via Email at [dilip\\_ahir2001@yahoo.com](mailto:dilip_ahir2001@yahoo.com)
3. Lunch/High Tea is to be bear by the Host Institute.
4. All sessions are planned to be executed very interactively