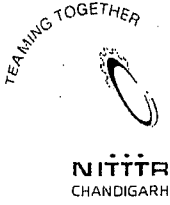


NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING &
RESEARCH

(Ministry of Human Resource Development, Government of India)



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MEDIA & CONTINUING EDUCATION CENTRE

Ref. No. NITTTR/Media/

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Dated: 5.4.2010

Director of Technical Education,
Govt of Maharashtra,
3, Mahapalika Marg, P.B. No.1967,
MUMBAI-01.

27 APR

Subject : Short Term Programme for Engineering College Teachers on "Business and Soft Skills Development in Institutions" from 17-21 May, 2010 at NITTTR, Chandigarh – Deputation of Faculty.

Dear Sir/Madam,

Technical Teachers, Head of Departments, Curriculum Designers and Educational Planners are aware of the importance of **Business of Soft Skills** for placement of engineering students in profession and life. They have to identify design and provide learning experience to students through curriculum & instruction strategies. We are conducting above programme for this purpose. The details of the programme is as follows:

Programme Title	Date	Venue	Participants
Business and Soft Skills Development in Institutions.	17-21 May, 2010	NITTTR, Chd.	All States of India

The objective of the above programme is enclosed herewith for your consideration. As a result of attending this programme the participant will be able to conduct similar programmes for other faculty members in their respective institutions and will create climate of imparting soft skills to students which will be helpful to them in getting employment.

You are requested to identify and nominate Heads of the Departments / Senior Lecturers of your state whom you consider to be the persons with potential of leading various innovative activities in your state and institutions. TA/DA of the participants from Govt./Govt. aided Engineering Colleges limited to AC 3 tier will be borne by this institution as per institute norms. Private Engineering Colleges teachers will have to bear their TA/DA expenses. However, no fee will be charged from them. They will be provided accommodation at nominal charges at this institute.

We look forward for getting the name of the participants of above programme well in time so that admission letters are sent to them for making preparation for attending this programme.

With regards,

Yours Sincerely,

(Dr. Y.K. Anand)

Professor & Head,

Media & Continuing Education Centre

Email: snehalatagoyal@yahoo.com

Encl: Programme

27/4/10

Name of the Programme: Business and Soft Skills Development in Institutions

Dates: 17-21 May, 2010 at NITTTR, Chandigarh

Objectives:

- Understand concept of aims of technical education and vocational education, curriculum and instruction
- Understand the structure of technical education system and aim of each programme and corresponding job position in industry/business/service sector
- Understand the impact of technological and social changes on employment (employment areas/jobs, job profile and critical competencies etc.) and requirements of engineers, supervisors/technicians and skilled workers
- Understand the concept of business of soft skills and its importance in today's scenario
- Identify business and soft skills important for engineers and technicians
- Understand teaching-learning pedagogy and taxonomy for developing business and soft skills in students
- Understand strategies for the development of business and soft skills in engineers and technicians
- Understand the role of curriculum and instruction in developing business and soft skills.