



# राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान

[मानव संसाधन विकास मंत्रालय, भारत सरकार]

सैक्टर 26, चण्डीगढ़ - 160 019

## NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING & RESEARCH

[Ministry of Human Resource Development, Government of India]

SECTOR-26, CHANDIGARH-160 019

ISO 9001 : 2008 प्रमाणित CERTIFIED

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No. NITTTR/EMGT/

Speed Post

Dated: 06.12.2016

- ✓ 8. Secretary-cum-Director,  
Training and Technical Education, Govt. of Delhi,  
Muni Maya Ram Marg, Prem Bari Pul,  
Pitampura (Near TV Tower)  
DELHI - 110 034

7560/Dir (TTE)

14-12-16

Subject: A National Level Short Term Course on 'Team Building, Motivation and Creativity' for faculty of technical institutions scheduled to be held from 16 - 20 January, 2017 at NITTTR, Chandigarh -regarding

Bear Sir/Madam,

A National Level Short Term Course on 'Team Building, Motivation and Creativity' for faculty of technical institutions scheduled to be held from 16 - 20 January, 2017 at NITTTR, Chandigarh has been included in the Operation Plan of the institute for the year 2016 - 2017 under Item No. ID-90.

As the above course will equip the participating teachers of polytechnics with requisite knowledge and skills for Team Building, Motivation and Creativity, we request you to kindly sponsor at least 3-4 teachers from polytechnics in your state to participate in the course. A copy of Information Sheet indicating the Operational Plan No. dates, duration, course objectives, content, venue, course coordinator and methodology of the course for circulation amongst the teachers of polytechnics in your state is enclosed.

Please note that the participating faculty from Government and Government-aided technical institutions will be paid TA/DA for journey period alone for their to and fro journey restricted to AC - 3 tier by rail/bus on production of relevant tickets/receipts etc. as per institute rules. They would also be provided free boarding and lodging in the institute hostel during their stay at this institute. Faculty of engineering colleges covered under TEQIP-II will have to pay a programme fee of Rs.10,000/- (15.00% ST extra) per participant (no TA/DA, boarding/lodging will be paid except working lunch and two times tea). Private technical institutions will have to bear the expenditure on TA/DA of the participants sponsored by them for attending this programme. However, they would be provided free boarding and lodging in the institute hostel during their stay at this institute.

We shall be grateful if you can kindly send us a list of faculty of technical institutions from your state who would be participating in the above course scheduled to be held from 16 - 20 January, 2017 at this institute by 02.01.2017 to enable us to send admission letters to participants and make other necessary arrangements accordingly.

Looking forward to hear from you,

Encls: As above

Yours sincerely,

(Dr. Sunil Dutt)

Professor and Course Co-coordinator  
Education & Educational Management

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Diary No. 5638

Date 14/12/16

P.T.O.

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH,  
SECTOR – 26, CHANDIGARH**

**Education & Educational Management Department**

**Information Sheet**

<b>Title of the Course</b>	:	<b>Team Building, Motivation and Creativity</b>
<b>Operational Plan No.</b>	:	<b>ID – 90 (National Level)</b>
<b>Target Group</b>	:	<b>Faculty of Engineering Colleges &amp; Polytechnics in all states</b>
<b>Dates and Venue</b>	:	<b>16 – 20 January, 2017 at NITTTR, Chandigarh</b>
<b>Course Objectives</b>	:	<b>The course aims at equipping the faculty of Polytechnics &amp; Engineering Colleges with requisite knowledge &amp; skills for Team Building, Motivation and Creativity.</b>
<b>Course content</b>	:	<b>Team Building - concept, characteristics, stages; Creating high performing teams, Role of Team Leader &amp; Team Members; Motivation - concept, types, theories, cases and techniques of motivation oneself, students and employees; Creativity - concept, process, barriers and techniques of developing creativity in students and organization; and Creative Problem Solving, etc.</b>
<b>Methodology</b>	:	<b>Course objectives will be achieved through lecture-cum-Discussion sessions, group tasks, and exercises etc.</b>
<b>Course Coordinator</b>	:	<b>Dr. Sunil Dutt, Professor, Education 09815906121; <a href="mailto:sunildut2002@yahoo.co.in">sunildut2002@yahoo.co.in</a></b>