



Training Division Directorate <trgdte@gmail.com>

Fw: Train the Trainer

1 message

DDG (Training) <ddgtraining@indiapost.gov.in>
To: "trgdte@gmail.com" <trgdte@gmail.com>

Fri, May 24, 2019 at 10:13 AM

From: IIM INDORE <mdp-iimidr@iim-mdp.co.in>
Sent: 23 May 2019 16:30
To: IIM INDORE
Subject: Train the Trainer

Dear Sir / Madam,

Hope you are doing fine!

We had connected in the past with reference to the Management Development Programme offered by IIM - Indore. We are pleased to inform you about our upcoming programme on 'Train the Trainer' from June 24 – 26, 2018 at IIM Indore Campus (Mumbai Campus).

Overview : This programme is aimed at developing the training and facilitation skills among the trainers and training coordinators/training staff. It provides the necessary practical skills and in-depth knowledge that is essential to strategies, conduct and evaluates an effective training program. This advanced programme is designed for all the working professionals those who are working in learning and development function of any organization or are participating in the Training and development process as trainer, training coordinator, training staff, training facilitator.

Requesting you to call or reply to this email incase you wish to discuss in detail or send nominations for this programme.

Regards,
Priyanka

IIM Indore – Management Development Programme
Email id : mdp-iimidr@executiveedu.org
Phone - 022 – 628 43 550 / Mobile - 9773879743

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No: 11-36/2014-Trg(Vol II)
Government of India
Ministry of Communications
Department of Posts
(Training Division)

Dak Bhawan, Sansad Marg,
New Delhi – 110 001.
Dated: 28.05.2019

To,

1. CPMG Maharashtra, Delhi & Karnataka for RTC Nashik, Delhi & Hubli
2. The Director, RAKNPA, Ghaziabad (UP).
3. All Directors, Postal Training Centres.


Subject: Seeking nominations for Management Development programme at IIM Indore, on "Train The Trainer" from June 24 -26, 2019 at IIM Indore Campus (Mumbai Campus)

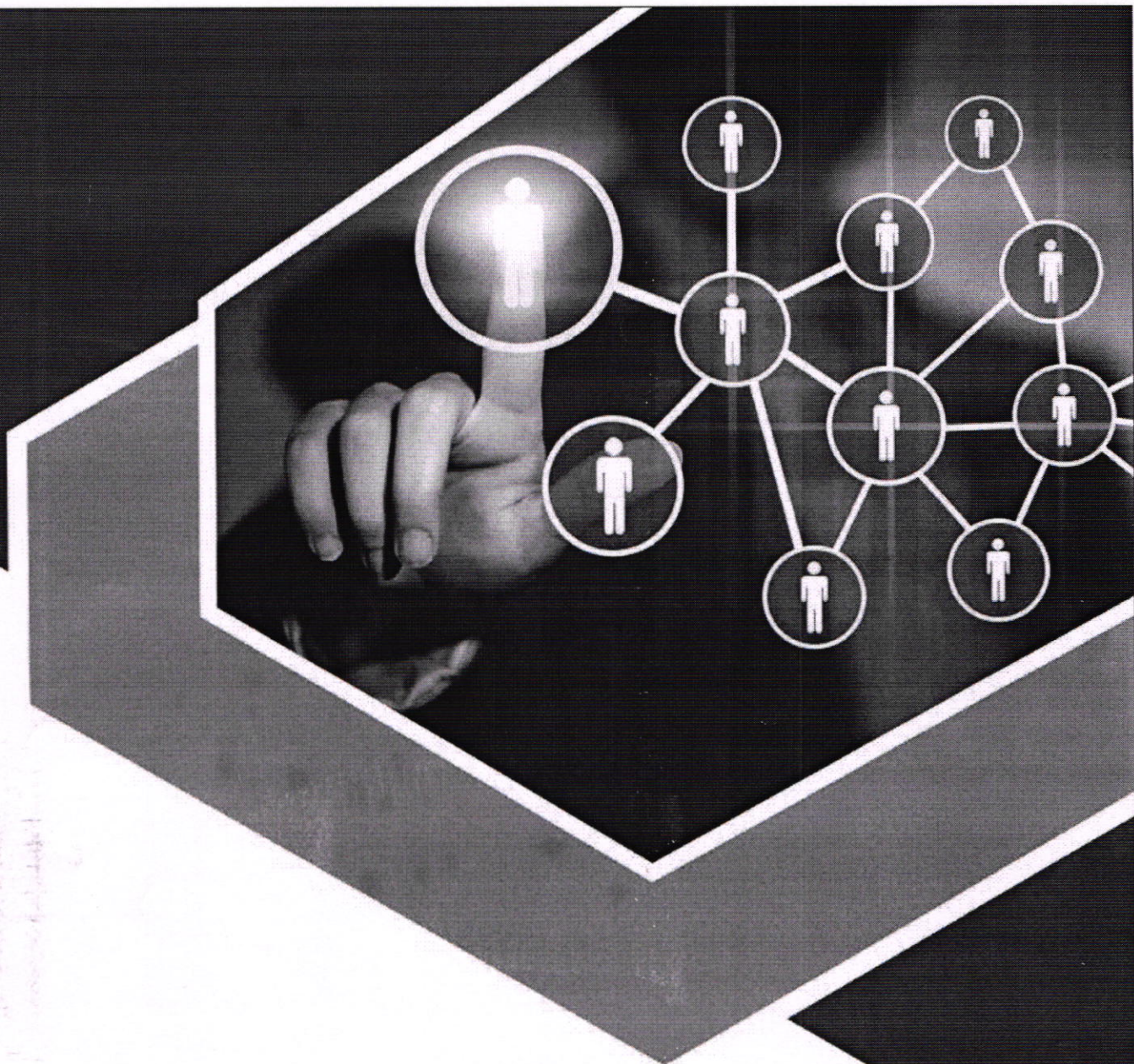
Sir/Madam,

I am directed to forward a copy of e-mail dated 24.05.2019 received from Ms Priyanka, IIM Indore(Mumbai Campus). This institute is organizing Management Development programme at IIM Indore, on "Train The Trainer" from June 24 -26, 2019 at IIM Indore Campus (Mumbai Campus)

2. In this regard, nominations are called for the above mentioned Training Programme latest by 03.06.2019. It is requested that nominations, if any, for the programme from your office may please be sent to the Training division of the Postal Directorate, duly recommended.
3. This has the approval of the Competent Authority.

Encl. As above.


(Priyanka Mishra)
ADG(Training)



सिद्धिमूलं प्रबन्धनम्
भा. प्र. सं. इन्दौर
IIM INDORE

MANAGEMENT DEVELOPMENT PROGRAMME

Train the Trainer Programme (T3P)

Date: June 24 - 26, 2019
Venue: IIM Mumbai Campus

Train the Trainer Programme (T3P)

Date: June 24 - 26, 2019
Venue: IIM Mumbai Campus

Overview

Training acts as a tool in developing human capital and influencing behaviour and attitude of the employees. Imparting afresh knowledge and skills and reinforcing new learning about the evolving technology to the training professionals is a constant challenge.

This programme offers the complete training solution to train your training staff and trainers (be it functional trainers or behavioural trainers) according to industry standards. This programme ensures that the training professionals and training staff are trained on each and everything they need to know about the end-to-end training process.

Objectives

This programme is aimed at developing the training and facilitation skills among the trainers and training coordinators/training staff. It provides the necessary practical skills and in-depth knowledge that is essential to strategies, conduct and evaluates an effective training program. After attending the programme participants will be able to design and deliver more effective training programs and enhance the overall effectiveness of training process.

Content

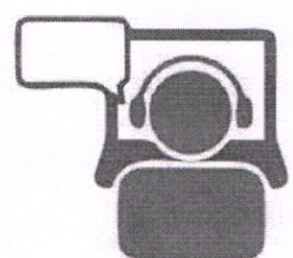
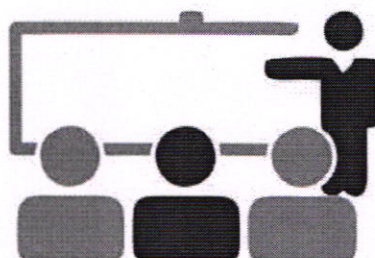
- Strategic issues in training and development
- Strategizing the training need analysis
- Mapping your own training style and personality
- Effective instructional approaches
- Measuring training effectiveness
- Creating learning environment and training transfer climate
- Training Evaluating and ROI – Kirkpatrick and Phillips approach
- Stage presentation and body language
- Latest training tools and technologies

For Whom

This advanced programme is designed for all the working professionals those who are working in learning and development function of any organization or are participating in the Training and development process as trainer, training coordinator, training staff, training facilitator.

Methodology

The methodology would include an appropriate mix of lectures, discussions, case studies, experiential exercises, games, role-plays and group activities.



Fee

Non Residential Fee: INR 42,000/-* per participants (Its Non-Residential programme, includes course material) GST, as applicable, will be additional.

The fee is to be paid through Electronic Funds Transfer only. The bank details are:

Name of the Bank	:	State Bank of India
Branch Address	:	IIM Campus Branch, Rau-453556
Branch Code	:	30525
SWIFT Code	:	SBININBB00700
IFSC Code	:	SBIN0030525
Name of Account Holder	:	Indian Institute of Management Indore
Type of Account	:	Savings Bank Account
Account Number	:	32104076544
PAN Number	:	AAAJI0057R
TAN Number	:	BPLI00249E

Discount

An organisation sponsoring five or more participants to an MDP will be entitled to a group discount of 10% on the total fee payable provided that at least five participants actually attend the programme. If the actual participation is less than 5, refund may be made after deducting the full fee of actual number of participants who attend the training programme. The group discount would be applicable only to short duration programmes of up to 20 days.

Refund

- 1) For cancellation of nominations received 10 days prior to the commencement of the programme full amount paid will be refunded.
- 2) For cancellation of nominations received between 10 days and 2 days prior to start date of the programme then, the programme fee will be refunded after deduction of 50% of programme fee and tax on pro rata basis per participant toward administrative charges.
- 3) Cancellations of nominations received less than 2 days from the start date will not be eligible for any refund.

Registration

Participants are generally to be sponsored by organizations. However, application by Individuals may also be accepted. A formal communication regarding the acceptance of nomination/application will be sent to nominees prior to commencement of the programme. Nomination form(s) and programme fee through Electronic Fund Transfer must reach the MDP Office latest by June 03, 2019.

Programme Coordinator

Prof. Amitabh Deo Kodwani



Indian Institute of Management Indore

Established in 1996, Indian Institute of Management Indore is the sixth in the prestigious IIM family of management schools. The institute was chosen to be set up in Indore to give an impetus to management education in central India and has ever since been acting as the pioneer in the field of management, interfacing with the industry, government sectors and PSUs.

Situated atop a scenic hillock, the beautiful 193 acre campus provides an ideal backdrop for some of the brightest minds in the country to work their best to become the best they can be. To back this up, IIM Indore has a solid infrastructure ranging from a very beautiful campus and hostels to a strong IT backbone and the latest in teaching aids. The geographical proximity to the fastest growing industrial belt in India and the presence of Special Economic Zones around Indore provide the right environment for both giving hands-on experience to the students and in enabling the industry to make use of the wealth of management expertise available in the institute.

Programmes offered by IIM Indore Section

Post Graduate Programmes

The **Post Graduate Programme in Management (PGP)** is a two-year programme aimed at grooming participants into competent professional managers. The programme is offered at Indore and Mumbai.

Fellow Programmes

The **Fellow Programme in Management (FPM)** at IIM Indore is a doctoral programme in management. It is designed to provide both breadth and depth of knowledge to doctoral participants in management.

FPM (Industry) at IIM Indore is a unique doctoral programme in management for working professionals. It provides an excellent opportunity to working professionals who wish to contribute to the field of management sciences by doing research in the discipline of management.

Integrated Programme in Management (IPM)

The **five-year Integrated Programme in Management (IPM)** is a unique and creative programme to meet the aspirations of young students to become management professionals, change agents and societal leaders. The programme is aimed at students who have passed out class XII / Higher Secondary or equivalent from various schools in India.

Executive Post Graduate Programmes

The **Executive Post Graduate Programme in Management (EPGP)** is an intensive one-year residential programme specially designed to enhance knowledge, skills and capabilities essential for managing and leading organisations.

The **Post-Graduate Programme in Management for Executives (PGPMX)**, offered in Mumbai is a uniquely designed two-year, alternate weekend programme for working executives and entrepreneurs, who find it difficult to pursue a full-time programme in management. PGPMX is designed to provide flexibility to working executives to be engaged in their respective professions and at the same time to upgrade their knowledge base simultaneously.

The **General Management Programme for Executives (GMPE)** is One Year Weekend General Management Program for working executives. This program is a Certificate Program and keeping in mind the interest of working executives, the classes will be held only on Sundays. The classes will be spread over 40 Sundays in duration of approximately 11-12 months. The location of the program will be IIM Indore campus.