

Trainer's Training Course for NGO's/OR's (Indoor)

	1st	2nd		3rd	1.15	4th		5th		
	10.00 AM to 10.45 AM	10.45AM to 11.30 AM	Recess	11.45 PM to 12.30 PM	12.30 PM to 1.15 PM	1.15 PM to 2.00PM	Lunch	3.00 PM to 5.00 PM		
Day 1	Inaugural Address	Necessecity and objects of the course			Facters effecting learning process and difference between learning & training.			Characterstics of a good trainer Various method of teaching		Preperation of Audio visual aids & their importance
Day 2	Various methods of teching				How to use audio visual aids in proper manner	Dos & Don'ts while taking a class		Imporance of Feed Back		
Day 3	Preperation of Lesson Plans, notes, lecture cards and precis				Use & Importance of communication skills, Bariers on Communication			Valediction Feed back		