



SCOPE

The scope of the FDP includes, but is not limited to:

- Thinking skills and Productive Abilities
- Perseverance and Resilience in Goal Setting
- Emotional and Social Intelligence
- Personal Empowerment and Professionalism
- Leadership and Social Responsibility
- Corporate Performance Management and Job Satisfaction
- Self and Team Dynamics
- Team Building and Constructive Communication
- Barriers to Team Participation and Communication
- Professional Support and Relationship Management
- Participating, Conducting and Organizing Meetings
- Managing Success, Failures and Trust
- Conflict Resolution and Decision Making
- Stress-free, Positive Aura & Peace

OBJECTIVE

To plan and help in imparting quality technical education in the country and to support technical institutions in fostering research, innovation, and entrepreneurship through training in various emerging areas

ORGANIZED BY

Department of Liberal Arts
PDPM Indian Institute of Information Technology,
Design and Manufacturing, Jabalpur
Dumna Airport Road, Khamaria P.O., Jabalpur
Madhya Pradesh, India-482005

AICTE Training And Learning (ATAL) Academy Sponsored
Blended Two Week Faculty Development Program

On PERSONAL EFFECTIVENESS

(05th - 16th DECEMBER)
2022



FDP Schedule

Week 1 and Week 2 - A Typical Flow

Week 1 Online (7:00 pm – 9:30 pm)

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
7:00 – 7:50 Session 1 (I) Thinking skills and Productive Abilities	7:00 – 7:50 Session 2 (I) Perseverance and Resilience in Goal Setting	7:00 – 7:50 Session 3 (I) Emotional and Social Intelligence	7:00 – 7:50 Session 4 (I) Personal Empowerment and Professionalism	7:00 – 7:50 Session 5 (I) Leadership and Social Responsibility	7:00 – 7:50 Session 6 (I) Corporate Performance Management and Job Satisfaction
8:00 – 8:50 Session 1 (II)	8:00 – 8:50 Session 2 (II)	8:00 – 8:50 Session 3 (II)	8:00 – 8:50 Session 4 (II)	8:00 – 8:50 Session 5 (II)	8:00 – 8:50 Session 6 (II)
9:00 – 9:30 Session 1 Interactions	9:00 – 9:30 Session 2 Interactions	9:00 – 9:30 Session 3 Interactions	9:00 – 9:30 Session 4 Interactions	9:00 – 9:30 Session 5 Interactions	9:00 – 9:30 Session 6 Interactions

Week 2 – Offline (9:30 am – 4:30 pm)

Day 1	Day 2	Day 3	Day 4	Day 5
9:00 – 9:30 Inauguration	9:30 – 12:00 Barriers to Team participation and Communication	9:30 – 12:00 Participating, Conducting and Organizing Meetings	9:30 – 12:00 Conflict Resolution and Decision Making	10:00 – 12:00 Project Charter
9:30 – 12:00 Self and Team Dynamics	12:00 – 1:00 Article 2 Discussion	12:00 – 1:00 Article 3 Discussion	12:00 – 1:00 Article 4 Discussion	12:00 – 1:00 Project/MCQs/ Interactions
12:00 – 1:00 Article 1 Discussion	1:00 – 2:00 Lunch	1:00 – 2:00 Lunch	1:00 – 2:00 Lunch	1:00 – 2:00 Lunch
2:00 – 4:30 Team Building and Constructive Communication	2:00 – 4:30 Professional Support and Relationship Management	2:00 – 4:30 Managing Success, Failures and Trust	2:00 – 4:30 Stress-free, Positive Aura & Peace	2:00 – 3:00 Reflection Journal 3:00 – 4:00 Feedback 4:00 – 5:00 Valedictory

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TARGET PARTICIPANTS

The faculty members of the AICTE approved institutions, Research scholars, PG Scholars, participants from Government, Industry Bureaucrats, Technicians, Professionals, School Teachers and staff of host institutions.

Contact us:

Programme Coordinator

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ABOUT THE FDP

The Developing and shaping personal efficiency in every aspect of our life and endeavour has become the urge of any individual. Personal effectiveness, caliber and steadfastness to achievement contributes for the success and growth of any professional. This FDP aims at developing the intrapersonal and interpersonal communication skills and abilities of the faculties. It mainly focusses on helping them to become self-reliant, capable and efficiently perform in their personal and professional pursuits.

Chief Patron

Prof. Pravin N Kondekar

Director, PDPM IITDM Jabalpur

Patrons

Prof. Prashant K Jain

Dean, RPSC

Dr. Sunil Agarwal

Associate Professor & HOD

Liberal Arts

Programme Coordinator

Dr. J. Al Muzzamil Fareen

Assistant Professor

English/Liberal Arts

Co-Coordinator

Dr. Neelam Dayal

Assistant Professor

CSE

Registration Link/QR:

https://docs.google.com/forms/d/1_ZC4D9kYdALyE5Mjh3CfX4C1AQpZEn7q4gF9Ct3_rNQ/

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[ZEn7q4gF9Ct3_rNQ/](https://docs.google.com/forms/d/1_ZC4D9kYdALyE5Mjh3CfX4C1AQpZEn7q4gF9Ct3_rNQ/)



Contact us:

Co-Coordinator

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