



Academic
Staff College

Report on

A One-week ICT Mode Short Term Training Programme on

ORGANIZATIONAL BEHAVIOUR

Conducted by

**National Institute of Technical Teachers' Training & Research (NITTTR), Kolkatta
&**

Coordinated by

Academic Staff College (ASC), KLU

From 12.11.2018 to 16.11.2018

An ICT Mode Short Term Training Programme on “**Organizational Behaviour (ICT07)**” was organized by National Institute of Technical Teachers' Training & Research (NITTTR), Kolkatta. The programme was coordinated by Mrs. Mithu Dey, a faculty from NITTTR and was mediated through and supervised by the Academic Staff College (ASC), KLU for the registered faculty members of all departments. The training took place in the Sunflower Hall from **12/11/2018 to 16/11/2018**.

The programme outcomes:

The participants are expected to

- Understand how to behave among the colleagues.
- Set the professional goal
- Manage the stress at workplace
- Communicate effectively with others
- Work within the group/ peer group success
- Learn to appreciate the others opinion
- Understand the importance of self-existence

Day 1: Organizational Behaviour and Motivation Skills

The training programme was started on 12.11.2018 with a session by Dr. Uday Chand Kumar, Professor, NITTTR, Kolkatta. Prof. Uday, who introduced the key concepts of the “Organisational Behaviour”, explained the importance of learning the objectives of organizational behavior by teachers in general and technical teachers in particular. The afternoon session was on “Motivation Skills” and their role in teaching and learning and the sessions was dealt with by Dr. Habiba Hussain, another professor from NITTTR. At the end of the session the questions and queries raised by the faculty were clarified by the resource persons.

Day 2: Communication Skills and Classroom Environment

On 13.11.2018 an important and interesting session was taken by Dr. Uday Chand Kumar, Professor, NITTTR, Kolkatta. Dr. Habiba Hussain dealt with the significance of

“Communication Skills” in the morning session and Prof. Uday dealt with “Classroom Environment” in the evening session. He explained and correlated the importance of communication skills specially to enhance the classroom environment.

Day 3: Human Resource Management

On 14.11.2018 Dr. Uday Chand Kumar delivered an extraordinary lecture on “Human Resource Management”. Dr. Uday Chand Kumar summarized all the key aspects of H R Management amplifying the importance of the human resources in an organization and its effective management.

Day 4: Total Quality Management and Leadership Skills

On 15.11.2018 Prof. Sukanta Kuamr Naskar took a session on “Total Quality Management”. He explained the importance of quality in an organization for its institutional growth and development. Ms. Mithu Dey took another significant session on “Leadership Skills” in the afternoon session.

Day 5: Stress Management

On 16.11.2018 Ms. Mithu Dey dealt with the concept of “Stress Management”. Ms. Mithu Dey clearly stated various reasons that made us feel under stress. She highlighted how the stressors influence and lead to have the physiological and the psychological problems by the individuals.

Conclusion:

KLU was certainly one among the institutions to initiate and extend the discussion in an active manner. The active participation of the KLU Faculty was applauded by the resource persons Dr. Uday Kumar and Dr. Habiba Hussain. The faculty of KLU were appreciated for their active participation and academic enthusiasm which was exhibited by the faculty of KLU throughout the training.

The valedictory programme took place at 2.30 P.M. and the five-day training session came to an end with collecting feedback from the participants and a group photo. The programme was coordinated by Dr. B. Siva Nagaiah, Vice-Principal and V. Venkatanarayana and Ms. M. Usha, Asst. Professors of Academic Staff College. Dr. V. Rajesh, Principal, Academic Staff College appreciated the faculty for their active participation.



