



Comprehensive Online Modified Module for Induction Training

COMMIT

**Training through blended
learning sponsored by
department of Personal and
Training, Govt. of India**

COMPREHENSIVE ONLINE MODIFIED MODULES OF INDUCTION TRAINING (COMMIT)

The Department of Personnel & Training (DoPT), Govt of India initiated Blended Training Programme called “Comprehensive Online Modified Modules for Induction Training” (COMMIT) in 2017. It focussed on training on soft skills, to improve customer orientation as well as quality service delivery to the citizen. The programme is of 28 hours duration which includes e-Modules for 20 hours and face-to-face classroom training for 8 hours. The 20 hours e-training is imparted through specifically developed 12 Generic and 3 Domain specific e-Modules. The modules on soft skills are delivered as e-Modules and through face-to-face training, whereas the domain modules are covered through e-Modules only. These modules are hosted on DoPT server and are accessible to each participant through a dedicated username and password. On completion of 20 hours of e-Learning, participants collect their certificates and provide feedback on the programme. The programme was implemented through RCVP Noronha Academy of Administration, Bhopal.

Govt Hamidia Arts and Commerce college, Bhopal in collaboration with RCVP Noronha Academy of Administration conducted this training for their teaching faculty and non-teaching staff. The course allows officers and faculty to take advantage of the flexibility and convenience of an online course while retaining the benefits of the face-to-face classroom experience. It aims to develop skills and attitude towards improving service delivery keeping the citizen at the core.

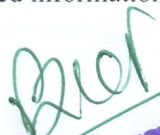
The Objective of this programme is to aim at overall improvement in public service delivery. The State-level training programme equipped teaching faculty to better connect with their students who are supposed to man govt schemes in future. The modules in the programme are Capacity building, Goal setting, Personal and organisational values, Time management, Stress management, Leadership, Team building, Problem solving and decision making, Communication for citizen centricity, Conflict management, Emotional intelligence, Personal and professional effectiveness, Motivation, Right to Information and Office procedure finance and accounts.

The blended course allows faculty to take advantage of flexibility and convenience of an online course while retaining the benefits of the face-to-face classroom experience. The COMMIT is strategically aligned with the mission and goals to develop skills and attitude towards improving service delivery keeping the citizen at the core. The advantage of such a blended programme is to infuse new opportunities to participants to build the requisite skills, knowledge, and attitude; and offer the convenience of online learning combined with the social and instructional interaction.

During the period from 10th September to 12th September 2018, training of trainers (TOT) program was organised at the RCVP Noronha Academy for Administration Bhopal, for Master Trainers of E-Daksh program. A total of 48 Master Trainers attended this program from as many districts of the state. Professor of Hamidia college was a part of the trainer’s group who imparted training to the participants who came from different districts.

RCVP Noronha Academy of Administration Bhopal provided space and equipment to 68 professors and assistant professors from the department of Higher Education who were trained under the COMMIT program during 15th February 2019 to 2nd March 2019. Out of 68 professors, assistant professors, and non-teaching staff from the department of Higher Education, 48 were from Hamidia college, including the Head of the institution, heads of the departments, convenors of committees and class III/IV employees, who took advantage of this training and thus awarded certificates.

Dr Vinita Singh Chawdhry, Professor, department of English, Hamidia college is the master trainer of COMMIT program at Bhopal. Dr Chawdhry also trained the trainee officers of All India and Central Services Foundation Course and the Revenue Department and provided information on 15 key modules during August 2019.


01. PRINCIPAL,
Govt. Hamidia Arts and
Commerce College, BHOPAL

आर.सी.व्ही.पी. नरोन्हा
प्रशासन अकादमी, म.प्र., भोपाल

Tele. Nos.: 2445000, 2445100, 2445200, 2445233
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RCVP NORONHA
ACADEMY OF ADMINISTRATION,
M.P., BHOPAL

Address : Near 1100 Qtrs., Arera Colony, Post Bag No. 506,
Bhopal-462016

क्रमांक/ 348 अका/प्र.को.561/पी.सी/COMMIT/2018-19

भोपाल, दिनांक 13/02/2019

प्रति,

प्राचार्य,
शासकीय हमीदिया कला एवं वाणिज्य,
महाविद्यालय भोपाल म.प्र.

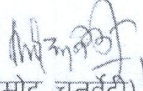
विषय:- COMMIT TRAINING PROGRAMME आयोजित कराने के संबंध में।

संदर्भ:- आपका पत्र क्रमांक3007/शा.ह.म.18 दिनांक 15/10/2018।

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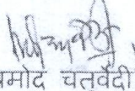
विषयांकित संदर्भित के संबंध में लेख है कि अकादमी में उपलब्ध स्लॉट अनुसार प्रशिक्षण कोड क्र. 561 आवंटित कर दिनांक 15/02/2019 की अवधि में 68 अधिकारियों के लिये एक दिवसीय गैर आवासीय COMMIT TRAINING PROGRAMME आयोजित कराने की सहमति प्रदान की जाती है। कृपया पंजीकृत प्रतिभागियों की इस प्रशिक्षण में उपस्थिति दिनांक 15/02/2019 को पूर्वान्ह 10:00 बजे प्रशासन अकादमी के कक्ष क्रं. एफ-45 में सुनिश्चित करने का अनुरोध है।

संलग्न :- 68 पंजीकृत प्रतिभागियों की सूची।


(प्रो. प्रमोद चतुर्वेदी) 13-2-19
प्रशिक्षण संचालक

प्रतिलिपि:-

1. डॉ.विनिता चौधरी, प्रोफेसर, (COMMIT मास्टर ट्रेनर) शासकीय हमीदिया कला एवं वाणिज्य, महाविद्यालय भोपाल म.प्र. की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु।


(प्रो. प्रमोद चतुर्वेदी) 13-2-19
प्रशिक्षण संचालक

S.No.	Username	Password	First Name	Lastname	Email	Phone1	District	Designation	Department	Section
1	pkjn08	rcvp@123	Prahlad Kumar	Jain	pkjn08@gmail.com	9826321640	Bhopal	Inchanrge Princ	Higher Education	Training
2	vikasjaoolkar0411	rcvp@123	Vikas	Jaoolkar	vikasjaoolkar0411@gmail.com	9425014216	Bhopal	Professor & He	Higher Education	Training
3	pushplatachouksey35	rcvp@123	Pushplata	Chouksey	pushplatachouksey35@ymail.com	9827584879	Bhopal	Professor	Higher Education	Training
4	jsdubey2010	rcvp@123	Jyoti Swaroop	Dubey	jsdubey2010@gmail.com	9425187989	Bhopal	Professor	Higher Education	Training
5	alpanatrivedigiri	rcvp@123	Alpana	Trivedi	alpanatrivedigiri@gmail.com	9425393311	Bhopal	Professor	Higher Education	Training
6	vermapramod62	rcvp@123	Pramod	Verma	vermapramod62@yahoo.com	9425027436	Bhopal	Professor	Higher Education	Training
7	dralokbhawsar	rcvp@123	Alok	Bhawsar	dralokbhawsar@yahoo.com	9893498440	Bhopal	Professor	Higher Education	Training
8	akp2050	rcvp@123	Anil	Paliwal	akp2050@gmail.com	9406982790	Bhopal	Professor	Higher Education	Training
9	dranisafaraz	rcvp@123	Anisa	Khatoon	dranisafaraz@radiff.com	9926675516	Bhopal	Professor	Higher Education	Training
10	arjumandbano	rcvp@123	Arjumand	Bano	arjumandbano@gmail.com	9826288405	Bhopal	Professor	Higher Education	Training
11	gaurarpana	rcvp@123	Arpana	Gaur	gaurarpana@gmail.com	9424763117	Bhopal	Assistant Profes	Higher Education	Training
12	bcmanc68	rcvp@123	Bhagchand	Mane	bcmanc68@gmail.com	9826264544	Bhopal	Book Lifter	Higher Education	Training
13	bhavanabhadauria02	rcvp@123	Bhawana	Bhadhoriya	bhavanabhadauria02@gmail.com	9425376209	Bhopal	Professor	Higher Education	Training
14	drdpshekhar	rcvp@123	Deepshikha	Shekhar	drdpshekhar@gmail.com	8878042529	Bhopal	Associate Profe	Higher Education	Training
15	deeptibiswas595	rcvp@123	Dipti	Biswas	deeptibiswas595@gmail.com	9425010451	Bhopal	Professor	Higher Education	Training
16	farzanaghazaal	rcvp@123	Farzana	Ghazaal	farzanaghazaal@icloud.com	9826786172	Bhopal	Professor	Higher Education	Training
17	drhkkhanooja	rcvp@123	Harbhajan	Khanooja	drhkkhanooja@gmail.com	9425005258	Bhopal	Professor	Higher Education	Training
18	kamlagupta7	rcvp@123	Kamla	Gupta	kamla_gupta7@yahoo.com	7987613477	Bhopal	Professor	Higher Education	Training
19	meetaverma5	rcvp@123	Meeta	Verma	meetaverma5@gmail.com	9826842187	Bhopal	Professor	Higher Education	Training
20	nigambpl	rcvp@123	Mridula	Nigam	nigambpl@gmail.com	9993946216	Bhopal	Professor	Higher Education	Training
21	niveditamukherjee920	rcvp@123	Nivedita	Mukerjee	niveditamukherjee920@gmail.com	9826836536	Bhopal	Professor	Higher Education	Training
22	drpradeepsharma65	rcvp@123	Pradeep	Sharma	drpradeepsharma65@gmail.com	9425445183	Bhopal	Professor	Higher Education	Training
23	tailangrachana	rcvp@123	Rachna	Tailang	tailangrachana@gmail.com	9893041308	Bhopal	Professor	Higher Education	Training
24	rajendranarvariya	rcvp@123	Rajendra Singh	Narvariya	rajendranarvariya@gmail.com	9827384510	Bhopal	Professor	Higher Education	Training
25	rkrangile1976	rcvp@123	Rajesh	Rangile	rkrangile1976@gmail.com	9425678897	Bhopal	Class-IV	Higher Education	Training
26	rvdhakad7571	rcvp@123	Ramvilas	Dhakad	rvdhakad7571@gmail.com	9425677571	Bhopal	Gr-3	Higher Education	Training
27	rashmirakheja63	rcvp@123	Rashmi	Rakheja	rashmirakheja63@gmail.com	9425300294	Bhopal	Professor	Higher Education	Training
28	sameenasaidi95	rcvp@123	Sameena	Saidi	sameenasaidi95@gmail.com	9826795012	Bhopal	Associate Profe	Higher Education	Training
29	sangeetavsaxena	rcvp@123	Sangita	Saxena	sangeetavsaxena@gmail.com	9300814268	Bhopal	Assistant Profes	Higher Education	Training
30	savitakanwar1961	rcvp@123	Savita	Kanwar	savita.kanwar1961@gmail.com	9826372487	Bhopal	Professor	Higher Education	Training
31	drshahinghani	rcvp@123	Shahin	Ghani	drshahinghani@gmail.com	8871945250	Bhopal	Asst. Professor	Higher Education	Training
32	shanti19dec	rcvp@123	Shanti	Shrivastva	shanti19dec@gmail.com	9753039899	Bhopal	Professor	Higher Education	Training
33	drshardabpl	rcvp@123	Sharda	Singh	drshardabpl@gmail.com	9826152928	Bhopal	Professor	Higher Education	Training
34	shardagarg2163	rcvp@123	Sharda	Garg	sharda.garg2163@gmail.com	8989544741	Bhopal	Professor	Higher Education	Training
35	spateriya	rcvp@123	Sumangla	Pateriya	spateriya@gmail.com	9425023845	Bhopal	Associate Profe	Higher Education	Training
36	sunilkumbhare5141	rcvp@123	Sunil Kumar	Kumbhare	sunilkumbhare5141@gmail.com	9425649649	Bhopal	Professor	Higher Education	Training
37	susmitam22	rcvp@123	Susmita	Mishra	susmitam22@gmail.com	9111503466	Bhopal	Professor	Higher Education	Training
38	vandanapande45	rcvp@123	Vandana	Pandey	vandanapande45@yahoo.com	9893018818	Bhopal	Associate Profe	Higher Education	Training
39	vandanasurana3	rcvp@123	Vandana	Surana	vandanasurana3@gmail.com	9425006178	Bhopal	Associate Profe	Higher Education	Training
40	rajendraprasadshakya	rcvp@123	Rajendra Prasad	Shakya	rajendraprasadshakya@gmail.com	9425624951	Bhopal	Professor	Higher Education	Training
41	kishanv	rcvp@123	Kishan	Verma	kishan.v@rediffmail.com	7697561753	Bhopal	Grade 3	Higher Education	Training
42	abhatenguria	rcvp@123	Abha	Tenguriya	abha.tenguria@gmail.com	9425379057	Bhopal	Professor	Higher Education	Training

43	abhaagnihotri11	rcvp@123	Abha	Agnihotry	abhaagnihotri11@gmail.com	9425715941	Bhopal	Professor MLB	Higher Education	Training
44	archanagour1964	rcvp@123	Archana	Gaur	archanagour1964@gmail.com	9981841548	Bhopal	Professor Nare	Higher Education	Training
45	ashawadhvani12	rcvp@123	Asha	Wadhvani	ashawadhvani12@gmail.com	9425393548	Bhopal	Asst. Prof,	Higher Education	Training
46	bhawnahari	rcvp@123	Bhawna	Pandey	ashawadhvani12@gmail.com	9926387794	Bhopal	Professor MLB	Higher Education	Training
47	bhupendra8219	rcvp@123	Bhoopendra	Jha	bhupendra8219@gmail.com	9425650300	Bhopal	Professor MLB	Higher Education	Training
48	canitha2432	rcvp@123	C Anitha		canitha2432@gmail.com	9406542432	Bhopal	Professor IEHE	Higher Education	Training
49	drdeepaskumar	rcvp@123	Deepa S	Kumar	drdeepa_skumar@yahoo.com	9425016972	Bhopal	Professor MLB	Higher Education	Training
50	indupandey63	rcvp@123	Indu	Pandey	indupandey63@gmail.com	9753002836	Bhopal	Professor, IEHE	Higher Education	Training
51	vyotimishra1968	rcvp@123	Jyoti	Mishra	vyotimishra1968@gmail.com	9826721898	Bhopal	Asst. Prof,	Higher Education	Training
52	rathimaya	rcvp@123	Maya	Rathi	rathimaya@yahoo.com	9407271919	Bhopal	Professor,	Higher Education	Training
53	drnpuranik	rcvp@123	Neeta	Puranik	drnpuranik@gmail.com	9826056295	Bhopal	Professor Nare	Higher Education	Training
54	nuz40	rcvp@123	Nuzhat	Zama	nuz.40@yahoo.com	9826697270	Bhopal	Professor MLB	Higher Education	Training
55	pratibhamarmat1973	rcvp@123	Pratibha	Marmat	pratibhamarmat1973@outlook.com	8889481190	Bhopal	Asst. Prof,	Higher Education	Training
56	renupatidar	rcvp@123	Renu	Patidar	renupatidar@hotmail.com	9425011806	Bhopal	Professor Nare	Higher Education	Training
57	tenguriaraj	rcvp@123	RK	Tenguriya	tenguria_raj@yahoo.co.in	9425379057	Bhopal	Professor	Higher Education	Training
58	seemaraizada2	rcvp@123	Seema	Raizada	seemaraizada2@gmail.com	9827055738	Bhopal	Professor MLB	Higher Education	Training
59	drseemahardikar	rcvp@123	Seema	Hardikar	seemaraizada2@gmail.com	9425608622	Bhopal	Professor Saroj	Higher Education	Training
60	seemezubair	rcvp@123	Seeme	Mahmood	seemezubair@gmail.com	9826927560	Bhopal	Professor IEHE	Higher Education	Training
61	shailjadubey70	rcvp@123	Shailja	Dubey	shailjadubey70@yahoo.in	9425005761	Bhopal	Professor IEHE	Higher Education	Training
62	shardagangwar	rcvp@123	Sharda	Gangwar	sharda_gangwar@rediffmail.com	9893384038	Bhopal	Professor IEHE	Higher Education	Training
63	mariyavision	rcvp@123	Tayyaba	Khatoon	mariyavision@gmail.com	7000514710	Bhopal	Professor Nare	Higher Education	Training
64	drvandanabakshi65	rcvp@123	Vandana	Bakshi	drvandanabakshi65@gmail.com	9406543102	Bhopal	Professor MLB	Higher Education	Training
65	mveena24	rcvp@123	Veena	Mishra	mveena24@gmail.com	9754151223	Bhopal	Professor Nare	Higher Education	Training
66	ritajaiswaleco10	rcvp@123	Rita	Jaiswal	ritajaiswal.eco10@yahoo.in	9425079262	Bhopal	Professor	Higher Education	Training
67	lataafri65	rcvp@123	Lata	Afridi	lataafri65@gmail.com	9329011659	Bhopal	Associate Profe	Higher Education	Training
68	kalpanamalik02	rcvp@123	Kalpana	Malik	kalpanamalik02@gmail.com	9826162894	Bhopal	Associate Profe	higher Education	Training

कार्यालय प्राचार्य
शासकीय हमीदिया कला एवं वाणिज्य महाविद्यालय, भोपाल म.प्र.



Website : <http://www.ghcbpl.org>, Ph./Fax No. 0755-2660447,2660081 Email – heghaacbho@mp.gov.in

क्रमांक /282...../ शा.ह.म. / 19

भोपाल, दिनांक 14/2/2019

कार्यालयीन आदेश

आर.सी.व्ही.पी नरोन्हा प्रशासन अकादमी भोपाल के पत्र क्रं. 348/अका/प्र.को.561/पी.सी./COMMIT/2018-19 भोपाल दिनांक 13.02.2019 के तारतम्य में लेख है कि अग्रणी शा.हमीदिया कला एवं वाणिज्य महाविद्यालय भोपाल द्वारा COMMIT TRAINING PROGRAMME में पंजीकृत संलग्न सूची अनुसार अधिकारियों एवं कर्मचारियों को आदेशित किया जाता है कि वे आयोजित प्रशिक्षण में दिनांक 15.02.2019 को प्रातः 10.00 बजे आर.सी.व्ही.पी नरोन्हा प्रशासन अकादमी भोपाल में उपस्थित होकर अपनी सहभागिता सुनिश्चित करें ।

जिन अधिकारियों की ड्यूटी पीईबी की परीक्षा में लगी है वे दिनांक 15.02.2019 को अकादमी में उपस्थित होकर पंजीयन कराने के उपरान्त आयुक्त कार्यालय भोपाल संभाग में 12.00 बजे ब्रीफिंग सत्र पूर्ण करने के बाद पुनः प्रशासन अकादमी में अपना प्रशिक्षण जारी रखेंगे ।

(डॉ.पुष्पलता चौकसे)
प्रभारी प्राचार्य

14.2.19
Govt. Hamidia Arts and
Commerce College, BHOPAL

पृ.क्रमांक /283...../ शा.ह.म. / 19

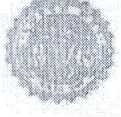
भोपाल, दिनांक 14/2/2019

प्रतिलिपि:-

1. अतिरिक्त संचालक उ.शि. भोपाल नर्मदापुरम् संभाग, भोपाल की ओर सूचनार्थ ।
2. प्रशिक्षण संचालक, आर.सी.व्ही.पी नरोन्हा प्रशासन अकादमी भोपाल की ओर आवश्यक कार्यवाही हेतु सूचनार्थ ।
3. प्राचार्य संबंधित महाविद्यालय की ओर पंजीकृत अधिकारी/कर्मचारी की उपस्थिति प्रशिक्षण में सुनिश्चित करने हेतु ।
4. संबंधित प्रशिक्षण में पंजीकृत अधिकारी/कर्मचारी की ओर पालनार्थ ।
5. स्थापना शाखा ।

(डॉ.पुष्पलता चौकसे)
प्रभारी प्राचार्य

14.2.19
PRINCIPAL
Govt. Hamidia Arts and
Commerce College, BHOPAL



आर.सी.वी.पी नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी
मध्य प्रदेश भोपाल ।



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श्रीमती माया माहेश्वरी, IRS
विशेष कर्तव्यस्थ अधिकारी
एवं नोडल अधिकारी(COMMIT)

अर्द्ध.शास. पत्र क्र./७०५ अका./प्रशि/एम.एम./2019-20
भोपाल, दिनांक ०४/०४/१९

विषय:- COMMIT(Comprehensive Online Modified Modules for Induction Training) प्रशिक्षण
आयोजन के संबंध में।

आर.सी.वी.पी. नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी, भोपाल में राजस्व विभाग के प्रशिक्षु अधिकारियों के लिए COMMIT प्रशिक्षण कार्यक्रम, दिनांक 16.08.2019 को आयोजित किया जा रहा है। इस प्रशिक्षण कार्यक्रम में आप मास्टर ट्रेजर रूप में प्रशिक्षु अधिकारियों को COMMIT के सभी 15 ई-माड्यूल की विस्तृत जानकारी प्रदान करें। साथ ही आपके मार्गदर्शन में 15 ई-माड्यूल ऑनलाइन पूरा कराने में सहयोग करें।

Mwari
(माया माहेश्वरी) ०४/०४/१९

प्रति,

श्रीमति विनीता चौधरी
प्रोफेसर,
एम.एल.बी. शासकीय कन्या महाविद्यालय,
भोपाल
मो.न. 9425012776
E-mail- Vinita.chawdhry@gmail.com

कार्यालय प्राचार्य

शासकीय हमीदिया कला एवं वाणिज्य महाविद्यालय, भोपाल म.प्र.



Website : <http://www.ghcbpl.org>, Ph./Fax No. 0755-2660447,2660081 Email – heghaacbho@mp.gov.in

क्रमांक / 2055 / शा.ह.म. / 19

भोपाल, दिनांक 08/10/2019


प्रति,

श्री रिकेश जैन, Lead Trainer
कार्या. कलेक्टर, जिला ई-गवर्नेस,
ई-दक्ष केन्द्र (RCBC) भोपाल
कोलार नगर पालिका निगम भवन
भोपाल

विषय: COMMIT प्रशिक्षण के संबंध में।
संदर्भ: आपका ई-मेल दिनांक 30.09.2019

उपर्युक्त विषय एवं संदर्भ में लेख है कि विगत 05 वर्षों में महाविद्यालय में कोई पदस्थापना नहीं हुई है। अवगत होना चाहें कि महाविद्यालय के 48 अधिकारियों तथा कर्मचारियों ने COMMIT प्रशिक्षण प्राप्त कर प्रमाण-पत्र भी प्राप्त कर लिया है।

आपकी ओर आगामी कार्यवाही हेतु सादर सूचनार्थ।


(डॉ. पी.के. जैन) PRINCIPAL,
Gen. Hamidia Arts and
Commerce College, BHOPAL



कार्यालय कलेक्टर (जिला ई-गवर्नेस सोसायटी) जिला भोपाल म०प्र०

क्रमांक/ई-गवर्नेस/2019-20/.../ 5
प्रति,

भोपाल, दिनांक 29/08/2019

1. जिला शिक्षा अधिकारी
जिला भोपाल मध्य प्रदेश
2. विभाग / कार्यालय प्रमुख (समस्त)

.....
जिला भोपाल मध्य प्रदेश

विषय: COMMIT (Comprehensive Online Modified Module for Induction Training)
प्रशिक्षण कार्यक्रम के संबंध में।

- संदर्भ:- 1. आर सी व्ही पी नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी म०प्र०, भोपाल पत्र क्रमांक/4846-4847/अका०/COMMIT/1-16/2018-19, दिनांक 29/08/2019।
2. मैप आई टी भोपाल का पत्र क्र/मैप आईटी/ ई-दक्ष/2019/1038 भोपाल दिनांक 16/08/2019।
3. आर सी व्ही पी नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी म०प्र०, भोपाल का पत्र क्र/714/अका०/एम०एम०//COMMIT2019-20भोपाल दिनांक 22/08/2019।

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विषयांतर्गत शासन के अधिकारियों / कर्मचारियों में ई-गवर्नेस एवं सूचना प्रौद्योगिकी संबंधी आवश्यक दक्षताओं के संवर्धन हेतु भोपाल जिले में ई.दक्ष केंद्र स्थापित किया गया है। इस केंद्र में विभिन्न विभागों की आईटी तथा ई गवर्नेस से सम्बंधित परियोजनाओं के सफलतापूर्वक क्रियान्वयन हेतु प्रशिक्षण कार्यक्रम संचालित किये जा रहे हैं तथा साथ ही साथ शासकीय कर्मचारियों को कंप्यूटर का प्रारंभिक ज्ञान प्रदान करने हेतु निम्नलिखित आधारभूत प्रशिक्षण कार्यक्रम सतत संचालित किये जा रहे हैं।

DoPT द्वारा COMMIT (Comprehensive Online Modified Module for Induction Training) प्रशिक्षण तैयार किया गया है। जिसका उद्देश्य सार्वजनिक सेवा में सुधार लाना और नागरिक केंद्रितता को बढ़ावा देना है। COMMIT में 15 e-modules है। जिसमें 12 soft skill modules एवं 3 domain modules हैं।

COMMIT (Comprehensive Online Modified Module for Induction Training) के अंतर्गत चरणवद्ध तरीके से प्रत्येक जिले में सभी प्रथम, द्वितीय एवम तृतीय श्रेणी (Executive Grade) के शासकीय सेवकों को प्रशिक्षण प्रदान करना है ताकि इन शासकीय सेवकों द्वारा प्रदान की जा रही नागरिक सेवाओं की गुणवत्ता में वृद्धि हो सके।

कार्यालय :- कक्ष क्र 114 कलेक्टर कार्यालय पुराना सचिवालय भोपाल म०प्र०
e-mail- degmbho@mp.gov.in
SWAN HELPDESK NO-0755-2518411, 12, 13

प्रशासन अकादमी को DoPT से शासकीय सेवको हेतु 10000 स्लोट्स वर्ष 2019-20 में उपयोग हेतु प्रदान किए गए हैं। मध्य प्रदेश के प्रत्येक जिले में अधिक से अधिक अधिकारियों / कर्मचारियों को प्रशिक्षण देना प्रस्तावित है।

अतः संदर्भित पत्र क्रमांक 1 के अनुसार समस्त विभाग प्रमुखों से अपेक्षित किया गया था कि आपके विभाग के अधीनस्थ समस्त कार्यालयों के सभी अधिकारियों / कर्मचारियों (चतुर्थ श्रेणी कर्मचारियों को छोड़कर) की सम्पूर्ण जानकारी प्रशिक्षण हेतु अनुरोध प्रपत्र तैयार कर 3 कार्यदिवसों के भीतर इस कार्यालय में भिजवाना सुनिश्चित करेंगे।

संदर्भित पत्र क्र 03 अनुसार आर सी व्ही पी नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी म०प्र०, भोपाल में श्री रिकेश जैन वरिष्ठ प्रशिक्षक ई-दक्ष केंद्र भोपाल द्वारा प्रशिक्षण लिया गया। और मास्टर ट्रेनर नियुक्त किया गया।

अतः समस्त विभाग प्रमुखों से अपेक्षित है कि आगामी 3 कार्यदिवसों के भीतर आपके विभाग के अधीनस्थ समस्त कार्यालयों के सभी अधिकारियों / कर्मचारियों की जानकारी निश्चित समय सीमा में भिजवाना सुनिश्चित करे ताकि आगामी सत्र हेतु प्रशिक्षण कलेण्डर यथाशीघ्र तैयार किया जा सके।

उपरोक्त संदर्भ में विस्तृत जानकारी हेतु विभाग प्रमुख जिले के ई गवर्नेस प्रबंधक श्री विकास गुप्ता (मो नं 8305303857), वरिष्ठ प्रशिक्षक श्री रिकेश जैन (मो नं 9039745762, ई-मेल आईडी rebebho@mapit.gov.in) तथा प्रशिक्षक श्री अमित सराठे (मो. नं 9926885994) से संपर्क कर सकते हैं।

संलग्न:- उपरोक्तानुसार

HRP
(तरुण कुमार पिथोडे)
कलेक्टर
जिला भोपाल

पृ०क्र०/ई-गवर्नेस/2019-20/...7.6.

भोपाल दिनांक 31/08/2019

प्रतिलिपि:-

1. मुख्य कार्यापालन अधिकारी मैप आई टी भोपाल की ओर सूचनार्थ प्रेषित।
2. मुख्य कार्यापालन अधिकारी जिला ई गवर्नेस समिति की ओर सूचनार्थ प्रेषित।
3. जिला ई-गवर्नेस प्रबंधक भोपाल की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
4. जिला वरिष्ठ प्रशिक्षक एवं प्रशिक्षक ई दक्ष केंद्र भोपाल की ओर आवश्यक कार्यवाही हेतु प्रेषित।

HRP
कलेक्टर
जिला भोपाल

कार्यालय :- कक्ष क्र 114 कलेक्टर कार्यालय पुराना सचिवालय भोपाल म०प्र०

e-mail- degmbho@mp.gov.in

SWAN HELPDESK NO-0755-2518411, 12, 13

To,

**The Nodal Officer
COMMIT
RCVP Noronha Academy of Administration
Bhopal**

**Sub: Finalizing the COMMIT Training for Professors, Department of
Higher Education on 26th Oct. 2018**

Dear Madam,

Your mail regarding COMMIT Training Programme was received on 25th September 2018. Earlier the date for training was fixed for 06.10.2018 but due to the busy schedule of Academy, the training could not be materialized on the said date.

As per the telephonic conversation today, the consent for the training is given for 26.10.2018. The availability of 3 computer labs has been ensured by Professor Pramod Chaturvedi for the above date.

Kindly ensure the arrangements for the training so that all the participants registered for the COMMIT Training from our institution and other colleges may be informed well in advance.

Thanking you.

With Best Wishes

Vinita

**Dr. Vinita Chawdhry
Prof. Govt. Hamidia Arts &
Commerce College Bhopal**



कार्यालय प्राचार्य

शासकीय हमीदिया कला एवं वाणिज्य महाविद्यालय, भोपाल म.प्र.



Website : <http://www.ghcbpl.org>, Ph./Fax No. 0755-2660447,2660081 Email – heghaacbho@mp.gov.in

क्रमांक / 3007 / शा.ह.म. / 18

भोपाल, दिनांक 15/10/18

To,

The Nodal Officer
COMMIT
RCVP Noronha Academy of Administration
Bhopal

Sub: Finalizing the COMMIT Training for Professors, Department of Higher Education on 26th Oct. 2018

Ref: Letter No. 1960/Govt. Hamidia College/18. dt. 27.09.2018

Dear Madam,

As per the above reference, the Master Trainer for COMMIT Training fixed the date for COMMIT training for professors of Department of Higher Education on 06.10.2018, but due to the busy schedule of Academy, the training could not be materialized on the said date.

As per the telephonic conversation today, the consent for the training is given by you for 26.10.2018. The availability of 3 computer labs has been ensured by Professor Pramod Chaturvedi for the above date.

Kindly ensure the arrangements for the training so that all the participants registered for the COMMIT Training from our institution and other colleges may be informed well in advance.

Thanking you.


PRINCIPAL
Govt. Hamidia Arts and
DR. PUSHPLATA CHOUKSEY
PRINCIPAL

Copy to:

1. Professor Pramod Chaturvedi, Reader Management and Nodal Officer, RCVP Noronha Academy of Administration, Bhopal
2. Professor Dr. Vinita Chawdhry, Master Trainer COMMIT, Govt. Hamidia Arts & Commerce College Bhopal
3. Shri Amit Sarathe, E-Daksh Kendra Bhopal


DR. PUSHPLATA CHOUKSEY
PRINCIPAL

कार्यक्रम की रूपरेखा

- (निम्न को लेते हुए) 28 घंटों का मिश्रित प्रशिक्षण है-
- 8 घंटों का रूबरू उन्मुखिकरण प्रशिक्षण और
 - 20 घंटों का ई-शिक्षा (Learning) इसमें कुल 15 Modules हैं
 - गूदु कौशल (Soft Skills) सम्बन्धी 12 Modules
 - प्रभाव क्षेत्र (domain) के 03 Modules

सभी 15 Modules DOPT (कार्मिक एवं प्रशिक्षण विभाग) के server पर उपलब्ध हैं (LRC link <http://doptlrc.in>) यह प्रत्येक प्रतिभागी को Portal पर पंजीकरण कराये जाने पर विशिष्ट यूजर नेम (username) एवं पासवर्ड के साथ उपलब्ध होंगे।

9

Modules

Total: 15 e-modules: 12 Soft Skills and 3 Domain-Specific

Modules are hosted on DOPT Learning Resource Centre (LRC) <http://www.doptlrc.in> of the Training Division.

10

Goal Setting
Personal and Organizational Values
Time Management
Stress Management
Leadership
Team Building
Problem Solving & Decision Making
Communication for citizen centricity
Conflict Management
Emotional Intelligence
Personal & Professional Effectiveness
Motivation
Right to Information
Office Procedure
Finance & Accounts

11

Goal Setting

Introduction to goal setting लक्ष्यों का निर्धारण

Setting smarter Goals



12



कार्यालय प्राचार्य

शासकीय हमीदिया कला एवं वाणिज्य महाविद्यालय, भोपाल म.प्र.



Website : <http://www.ghcbpl.org>, Ph./Fax No. 0755-2660447,2660081 Email - heghaaccbho@mp.gov.in

क्रमांक / 1960 / शा.ह.म. / 18

भोपाल, दिनांक 27/9/2018

प्रति,

संचालक

आर सी व्ही पी नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी

भोपाल

विषय- COMMIT के अंतर्गत ऑनलाईन प्रशिक्षण

विषयांतर्गत निवेदन है कि COMMIT के अंतर्गत ऑनलाईन प्रशिक्षण हेतु 68 प्राध्यापकों/सहायक प्राध्यापकों के नामांकन प्राप्त हुए हैं। जिसका डेटा निर्धारित एक्सेल शीट पर तैयार कर नोडल अधिकारी COMMIT प्रशिक्षण, प्रशासन अकादमी को मेल द्वारा प्रेषित किया जा चुका है (हार्डकॉपी संलग्न)। महाविद्यालय में वर्तमान में पर्याप्त कम्प्यूटर एवं वांछित स्पीड का इंटरनेट नहीं होने के कारण मॉड्यूल के अंतर्गत निर्धारित एक दिन का प्रशिक्षण प्रशासन अकादमी में ही कराने का अनुरोध है। चूंकि यह प्रशिक्षण प्रशासन अकादमी में ही आयोजित होगा। अतः प्रशिक्षण हेतु निर्धारित राशि महाविद्यालय को देय नहीं होगी।

(डॉ पी के जैन)

प्रभारी प्राचार्य

PRINCIPAL
H.M. College
BHOVAL

कार्यालय, आयुक्त उच्च शिक्षा, म0प्र0 शासन
सतपुड़ा भवन भोपाल

क्रमांक: 1427 / 917 / आउशि / शा-1 / 2018,
प्रति,

भोपाल, दिनांक 05 / 09 / 2018

समस्त अतिरिक्त संचालक,
क्षेत्रीय कार्यालय, उच्च शिक्षा,
मध्य प्रदेश।

समय सीमा
6/9/2018

विषय:—COMMIT (Comprehensive Online Modified Modules For Induction Training)

संदर्भ:—प्रशिक्षण प्रभारी, आर. सी. व्ही. पी. नरोन्हा, प्रशासन अकादमी, भोपाल का पत्र क्रमांक
5714 / अका / COMMI/1-16/2018-19, दिनांक 23.08.2018.

—00—

उपरोक्त विषयान्तर्गत संदर्भित पत्र संलग्न कर लेख है, कि दिनांक 10.09.2018 से 12.09.2018 तक प्रशासन अकादमी, भोपाल में आयोजित प्रशिक्षित मास्टर ट्रेनर्स के प्रशिक्षण हेतु प्रत्येक अग्रणी महाविद्यालयों से पूर्व प्रशिक्षित मास्टर ट्रेनर्स / उपलब्ध न होने पर अन्य अधिकारी का नामांकन दिनांक 06.09.2018 तक प्रशासन अकादमी, भोपाल को सीधे prdcht@gmail.com पर प्रेषित करते हुये, एक प्रति आवश्यक रूप से इस कार्यालय को भी heccoord@mp.gov.in पर उपलब्ध कराने का अनुरोध है।

2- प्रशिक्षण निःशुल्क है एवं विभाग द्वारा कोई राशि देय नहीं होगी। प्रशिक्षणार्थी के अनुपस्थित रहने पर वित्तीय हानि के कारण प्रशिक्षणार्थी द्वारा अकादमी को राशि देनी होगी।

(आयुक्त, उच्च शिक्षा द्वारा अनुमोदित)
(संलग्न-1)

(डॉ० ए०एस० यादव)

विशेष कर्तव्यस्थ अधिकारी

उच्च शिक्षा, मध्यप्रदेश

भोपाल, दिनांक 05 / 09 / 2018

पृ०क्रमांक: 1428 / 917 / आउशि / शा-1 / 2018,
प्रतिलिपि:—

- 1- स्टाफ ऑफिसर, प्रमुख सचिव म.प्र. शासन उच्च शिक्षा विभाग मंत्रालय भोपाल की ओर सूचनार्थ।
- 2- निज सहायक, आयुक्त, उच्च शिक्षा की ओर सूचनार्थ।
- 3- अपर संचालक, (प्रशासन), उच्च शिक्षा की ओर संदर्भित पत्र के अनुक्रम में सूचनार्थ।
- 4- प्रशिक्षण प्रभारी (श्रीमती माया महेश्वरी वि.क.अ.), आर.सी.पी.व्ही.नरोन्हा, प्रशासन अकादमी, भोपाल की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
- 5- समस्त प्राचार्य, शासकीय अग्रणी महाविद्यालय, मध्यप्रदेश की ओर भेजकर लेख है, कि नामांकित अधिकारी को प्रशिक्षण हेतु कार्यमुक्त करना सुनिश्चित करे।
- 6- विशेष कर्तव्यस्थ अधिकारी, (आई.टी.), उच्च शिक्षा, वैबसाईट पर प्रकाशन हेतु।

समस्त अग्रणी प्राचार्य
भोपाल-वर्ग 1428-संलग्न-भोपाल

विषय:—COMMIT के प्रशिक्षण



उपरोक्त निर्देशानुसार प्रशिक्षण हेतु एक नाम उपलब्ध

इ-मेल पर भेजते हुये उक्त नामांकित इस कार्यालय को आवश्यक रूप से अद्यतित

उपलब्ध कराने एवं उक्त नामांकित अधिकारी को उपरोक्त प्रशिक्षण अकादमी
में सुनिश्चित करे।


विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा, मध्यप्रदेश

1226
10/11/18

  **मेरा प्रदेश** **my GOV**
जिसे प्रदेश **मेरा प्रदेश** **मेरा सरकार**

कार्मिक एवं प्रशिक्षण मंत्रालय
DEPARTMENT OF PERSONNEL & TRAINING
Comprehensive Online Modified Modules for Induction Training (COMMIT)
(प्रेरण प्रशिक्षण पर व्यापक ऑनलाइन संशोधित मॉड्यूल)

(क्षमता विकास)



Capacity Building

Stipulates that all Govt. employees from lowest level to the highest should be provided training

- at the time of entry
- at appropriate intervals in the course of their career

for effective service delivery

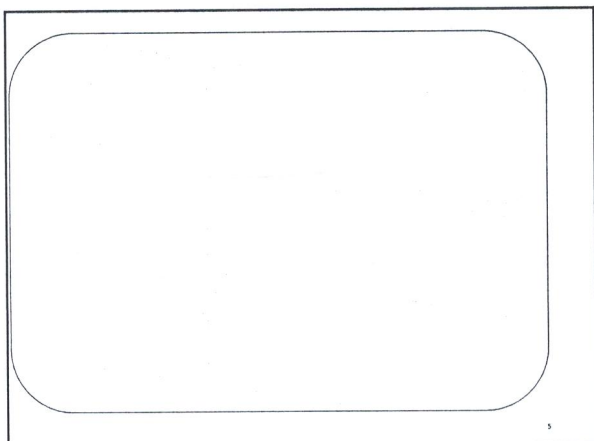
NTP 2012 Responding to Changing Context

Shift of governance towards citizen centric (नागरिक केंद्रित) paradigm

Imperative to build capacities of the govt. officials

Responsive, student - orientated

Priority on soft skills



Blended Training Programme

Combination of traditional teaching methods with ICT based teaching techniques

Blended Training programme – a mix of physical and virtual classrooms ex: - COMMIT of DOPT

COMMIT	
कॉमिट, मिश्रित प्रशिक्षण कार्यक्रम का उद्देश्य है	सार्वजनिक सेवा में सुधार
	सुशासन का विस्तार
	प्रशासन में नागरिक केंद्रितता।

Design of COMMIT	28 hours blended training with
	8 hours of face to face orientation training delivered by Master Trainers at the District Training Centers
	20 hours of e-learning/15 e-modules
	15 e-modules hosted on DOPT Website

कार्यक्रम की रूपरेखा

- (निम्न को लेते हुए) 28 घंटों का मिश्रित प्रशिक्षण है-
- 8 घंटों का रूबरू उन्मुखिकरण प्रशिक्षण और
 - 20 घंटों का ई-शिक्षा (Learning) इसमें कुल 15 Modules हैं
 - गूदु कौशल (Soft Skills) सम्बन्धी 12 Modules
 - प्रभाव क्षेत्र (domain) के 03 Modules

सभी 15 Modules DOPT (कार्मिक एवं प्रशिक्षण विभाग) के server पर उपलब्ध हैं (LRC link <http://doptlrc.in>) यह प्रत्येक प्रतिभागी को Portal पर पंजीकरण कराये जाने पर विशिष्ट यूजर नेम (username) एवं पासवर्ड के साथ उपलब्ध होंगे।

9

Modules

Total: 15 e-modules: 12 Soft Skills and 3 Domain-Specific

Modules are hosted on DOPT Learning Resource Centre (LRC) <http://www.doptlrc.in> of the Training Division.

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Goal Setting
Personal and Organizational Values
Time Management
Stress Management
Leadership
Team Building
Problem Solving & Decision Making
Communication for citizen centricity
Conflict Management
Emotional Intelligence
Personal & Professional Effectiveness
Motivation
Right to Information
Office Procedure
Finance & Accounts

11

Goal Setting

Introduction to goal setting लक्ष्यों का निर्धारण

Setting smarter Goals



12

Personal & Organisational values
वैयक्तिक एवं संस्थागत मूल्य

A grid of 12 icons representing personal and organizational values. The icons are arranged in two rows of six. The top row includes: Cleanliness (trash bin), Social Responsibility (group of people), Equality (scales), Integrity (scales), Generosity (gift box), and Punctuality (hand holding clock). The bottom row includes: Honesty (hand holding coin), Humility (hand holding small object), Respect (hand holding large object), Prudence (hand holding small object), Teamwork (hands shaking), and Tolerance (hands holding object).

Indian Constitution > Organisational Values

A diagram titled "Indian Constitution > Organisational Values" featuring the Ashoka Lion Capital at the top with the motto "Satyameva Jayate". Below it, seven diamond-shaped icons represent the values: Sovereignty (capitol dome), Secularism (people with different symbols), Justice (scales), Liberty (key), Equality (gender symbols), Fraternity (handshake), and Republican character (people with a star).

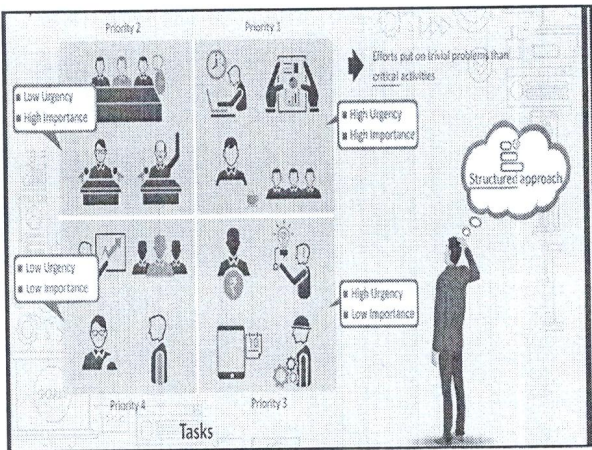
Time Management

समय पबंधन

A collage of images related to time management. It includes a hand holding a clock, a sign that says "REDUCE STRESS", a sign that says "OUTPUT INCREASE", and a sign that says "ALWAYS BETTER CONTROL".

Challenges

A collage of images representing challenges. It includes a person with a bow, a flower, a person with a stack of papers, and a sign that says "No Interruptions".



Stress Management

ANXIETY

Harassment

Work Overload

Business Crisis

Bullying

Mortgage

TAX

Conflict

Poor Leadership

Debt

Deadline

STRESS

EXPECTATIONS

WRONG Fields

Stress at work

- Environment
- Family related
- Workplace connected
- Physical

Reduce stress

WORK

LIFE

Leadership नेतृत्व

LEADERSHIP Qualities

IP

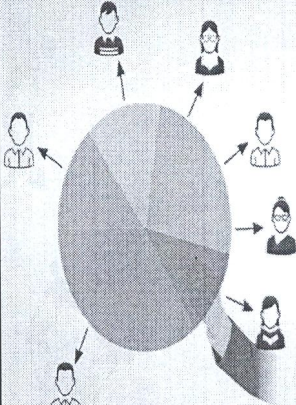
Alignment of Leaders with team members

Allocation of task by the leader

Motivating your team

Lead yourself

21

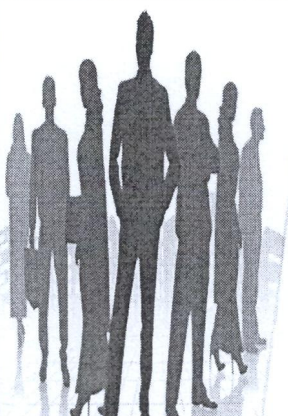


Welcome to the unit
Allocation of Tasks by the Leader to Team Members

Introduction Activities to be done for building house

Get the civil engineering plan prepared for the house.	Get the plan approved by the local authorities.	Get the land levelled.	Get the foundation done.
Buy all the materials – stone, cement, bricks, windows, doors, electrical items and others.	Put up the structure of the building and the roof.	Get the walls built.	Get the windows, doors, shelves and cupboards fixed.
Get the electrical wiring done.	Get the bathrooms tiled and fix the toilet, washbasin and bathroom fittings.	Get the house painted.	Plant some rose and hibiscus bushes in the garden.

Carpenter
Plumber
Electrician
Road Roller
Bar Bender
Project Engineer
Painter
Gardener
Mysell
Mason
Mysell
Mason



- Describes your current strengths and level of effectiveness as well as areas that need improvement
- Encourages your growth as a leader by stretching your current ability to try new things
- Enables you to acquire new skills or knowledge to be able to meet new challenges and direct others as a leader
- Helps you demonstrate leadership

Team Building

High performance team

Commitment from team

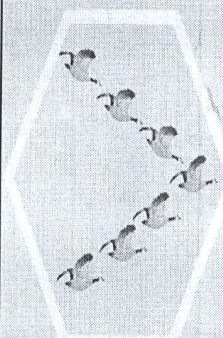
Team members contribution

Communicating with the team

Cooperation among team members

25


5 Lessons from Geese for High Performing Teams



- Lesson 1: Work together with a common goal
- Lesson 2: Understand the importance of working together
- Lesson 3: Rotate leadership
- Lesson 4: Communicate clearly
- Lesson 5: Care for each other

Steps to Get Goal Alignment and Retain It

Get goal alignment and retain it



Measure What Actually Happens

Keep Everyone Informed

Start Early

Problem solving

समस्याओं का निदान

Need for problem solving

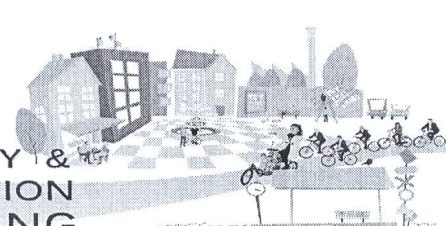
Different perspectives to a Problem

Analysing basic cause

Divergent thinking

26

Decision making
निर्णय लेना



POLICY & DECISION MAKING

30

Communication for Citizen Centricity

Listening

Active listening behaviours

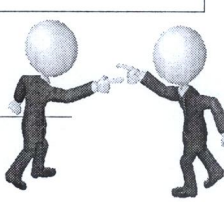
Being assertive

Effective communication

30

Conflict Management
विवाद प्रबंधन

Steps



Skills

Win win negotiation

31

Emotional Intelligence
भावनात्मक चातुर्य

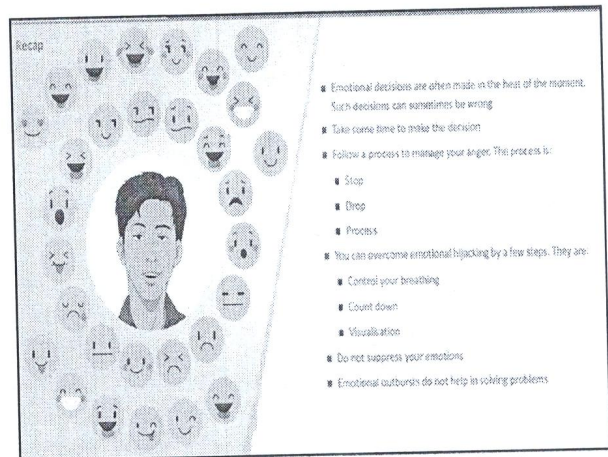
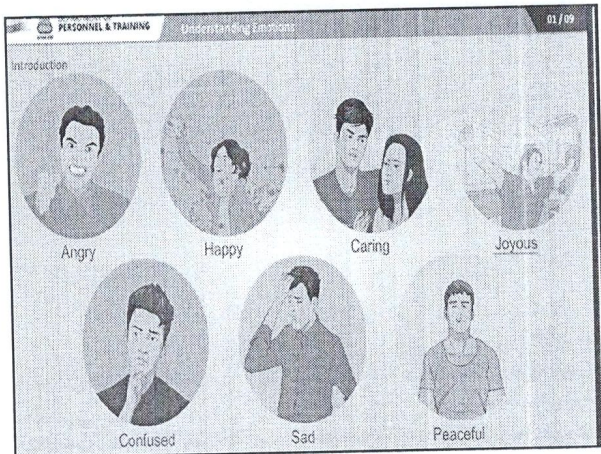
Understanding emotions

Emotional quotient

Understanding emotional intelligence

Tools to develop emotional intelligence

32



Personal and Professional Effectiveness
 वैयक्तिक एवं व्यवसायिक प्रभाव क्षमता
Being efficient at work

Effective at work

Qualities of a good government employee

35

- The qualities of a good Government employee are:
 - Citizen-centricity
 - Effective communication
 - Self-motivation
 - Hard worker
 - Adaptability
 - Team worker
 - Honesty
 - Ethical
 - Disciplined
 - Punctual

Motivation प्रेरणा

Motivation drives performance

Self motivation action plan



37

Right to Information

सूचना का अधिकार

Purpose / Common terms

Process to file a request / to dispose a request

Exemptions from disclosure

Process of appeal / Penalties

38

Office Procedures कार्यालय प्रक्रिया

File management

Types of communication/ letters

Noting

Record management

39

Finance and Accounts

वित्त एवं लेख

Budget-prep & Process

Financial regulation

Audit compliance

Procurement procedure

Prep & maintenance of Cashbooks

Travel allowance rules

40

Pilot Programme

COMMIT is being piloted in 6 states of Maharashtra, Assam, Tamil Nadu, Haryana, West Bengal, Telangana

Now offered to state governments like Madhya Pradesh, Gujarat, Jammu & Kashmir, Chandigarh, etc.

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Access to Modules

ATI will hold a one-day face-to-face orientation workshop for the participants. During the orientation participants will:	Receive a kit with headphones, orientation booklet and a unique User ID and Password
	Practice on how to go to doptlrc.in
	Participate in an overview of the programme and contents of each module
	Complete 2 modules like Goal Setting and Personal and Organizational Values
On completion of 20 hours of e-modules, the participants will provide feedback and receive a Certificate of completion from ATI.	


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Step by step Guide for Administrator - COMMIT

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COMMIT Navigation

Open any browser Google
chrome/mozilla/internet explorer



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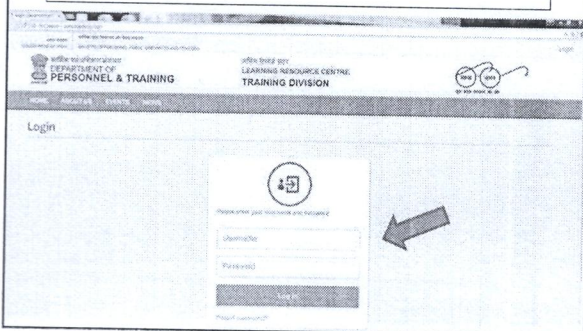
Enter the url: www.doptlrc.in
Press enter on your keyboard



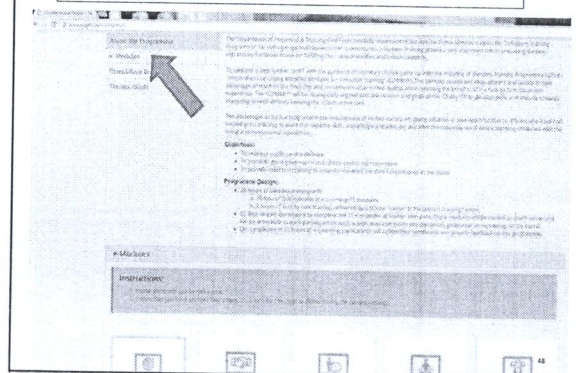
On home screen click on login



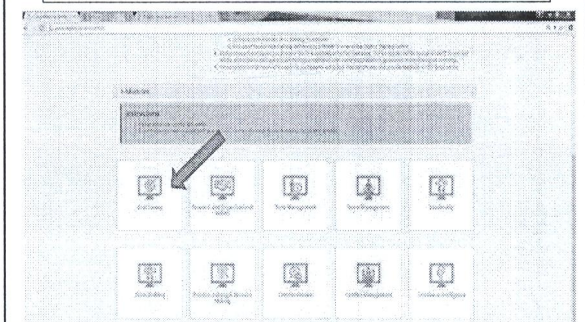
Enter the login credentials provided to you in the
login page



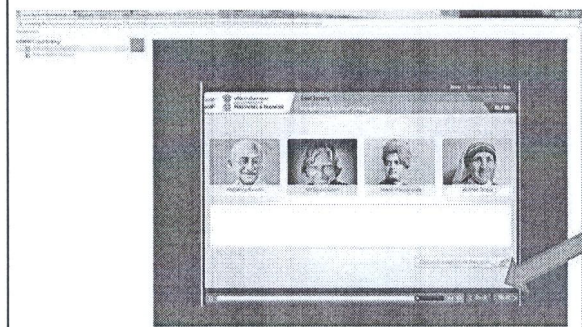
Click on e-modules on the page you are viewing



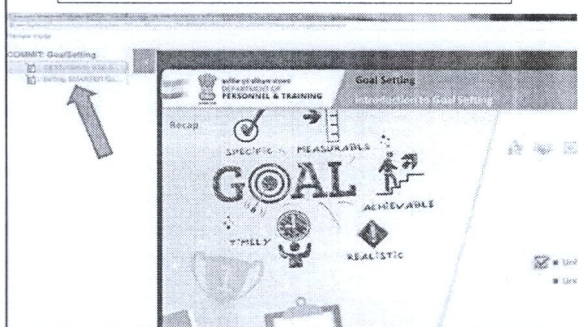
Click on the First Module
e.g. Goal Setting



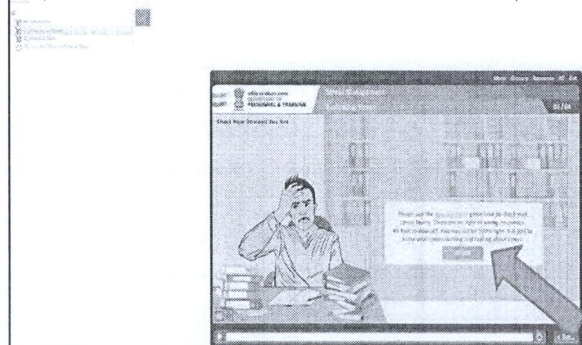
Follow/learn the module and click on next
till the end of the slide



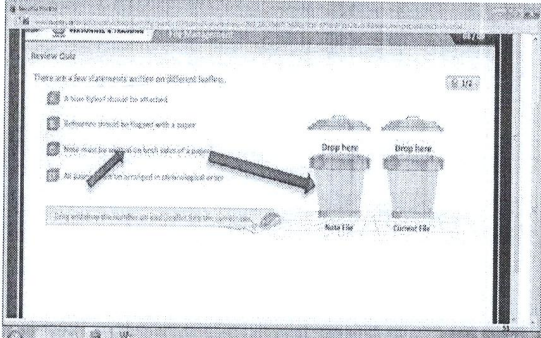
Once the module is finished click
on second phrase/unit



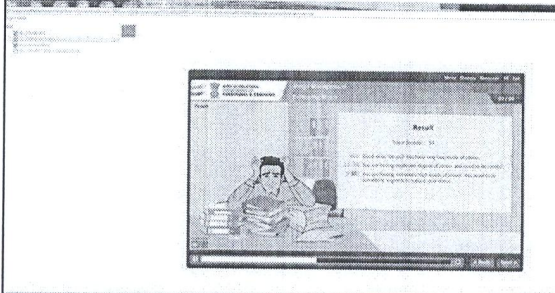
If the module have any questionnaire click on
the begin button and answer the queries and
submit



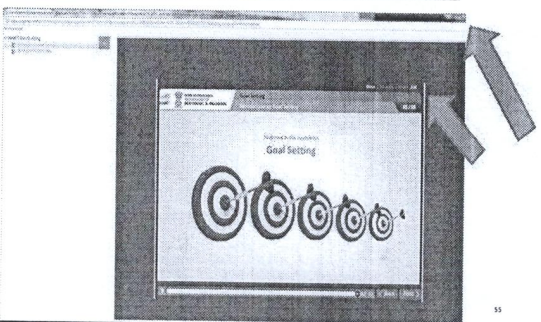
If the module have any questionnaire like shown below then follow arrows click on your option and drag to the appropriate bin



At the end of each exercise result will be displayed



Click on exit after completing the module and close.



Similarly follow the same procedure for all the modules

Tasks in Training Activity

Pre-Training

In-Training

Post-Training

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During Training

Registration

Introduction to the COMMIT programme

As COMMIT is a 20 hour programme and during the one day face-to-face training, only one or two modules can be completed in the class.

The Course Coordinator may finalize the completion timelines with the participants

Formulate help desk (specific email and mobile number) for supporting and follow up

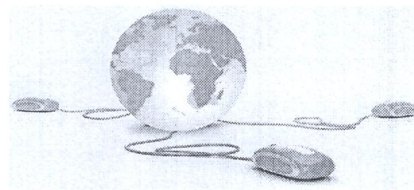
58

Post Training activities

Follow-up to ensure completion of modules

Issue DOPT Course completion Certificates for the participants

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Thank you

Username	Password	First Name	Lastname	Email	Phone1	District	Designation	Department	Section
pkjn08	rcvp@123	rahlad Kum	Jain	pkjn08@gmail.com	9826321640	Bhopal	Incharge P	Higher Education	Training
vikasjaoolkar0411	rcvp@123	Vikas	Jaoolkar	vikasjaoolkar0411@gmail.com	9425014216	Bhopal	Professor &	Higher Education	Training
pushplatachauksey35	rcvp@123	Pushplata	Chouksey	pushplatachauksey35@gmail.com	9827584879	Bhopal	Professor	Higher Education	Training
jsdubey2010	rcvp@123	Jyoti Swarc	Dubey	jsdubey2010@gmail.com	9425187989	Bhopal	Professor	Higher Education	Training
alpanatrivedigiri	rcvp@123	Alpana	Trivedi	alpanatrivedigiri@gmail.com	9425393311	Bhopal	Professor	Higher Education	Training
vermapramod62	rcvp@123	Pramod	Verma	vermapramod62@yahoo.com	9425027436	Bhopal	Professor	Higher Education	Training
dralokbhawsar	rcvp@123	Alok	Bhawsar	dralokbhawsar@yahoo.com	9893498440	Bhopal	Professor	Higher Education	Training
akp2050	rcvp@123	Anil	Paliwal	akp2050@gmail.com	9406982790	Bhopal	Professor	Higher Education	Training
dranisafaraz	rcvp@123	Anisa	Khatoon	dranisafaraz@radiff.com	9926675516	Bhopal	Professor	Higher Education	Training
arjumandbano	rcvp@123	Arjumand	Bano	arjumandbano@gmail.com	9826288405	Bhopal	Professor	Higher Education	Training
gaurarpana	rcvp@123	Arpana	Gaur	gaurarpana@gmail.com	9424763117	Bhopal	Assistant Pr	Higher Education	Training
bcmame68	rcvp@123	Bhagchand	Mane	bcmame68@gmail.com	9826264544	Bhopal	Book Lifter	Higher Education	Training
bhavanabhadauria02	rcvp@123	Bhawana	Bhadhoriya	bhavanabhadauria02@gmail.com	9425376209	Bhopal	Professor	Higher Education	Training
drdpshekhhar	rcvp@123	Deepshikha	Shekhhar	drdpshekhhar@gmail.com	8878042529	Bhopal	Associate Pr	Higher Education	Training
deeptibiswas595	rcvp@123	Dipti	Biswas	deeptibiswas595@gmail.com	9425010451	Bhopal	Professor	Higher Education	Training
farzanaghazaal	rcvp@123	Farzana	Ghazaal	farzanaghazaal@icloud.com	9826786172	Bhopal	Professor	Higher Education	Training
drhkkhanooja	rcvp@123	Harbhajan	Khanooja	drhkkhanooja@gmail.com	9425005258	Bhopal	Professor	Higher Education	Training
kamlagupta7	rcvp@123	Kamla	Gupta	kamla_gupta7@yahoo.com	7987613477	Bhopal	Professor	Higher Education	Training
meetaverma5	rcvp@123	Meeta	Verma	meetaverma5@gmail.com	9826842187	Bhopal	Professor	Higher Education	Training
nigambpl	rcvp@123	Mridula	Nigam	nigambpl@gmail.com	9993946216	Bhopal	Professor	Higher Education	Training
niveditamukherjee9208	rcvp@123	Nivedita	Mukerjee	niveditamukherjee9208@gmail.com	9826836536	Bhopal	Professor	Higher Education	Training
drpradeepsharma65	rcvp@123	Pradeep	Sharma	drpradeepsharma65@gmail.com	9425445183	Bhopal	Professor	Higher Education	Training
tailangrachana	rcvp@123	Rachna	Tailang	tailangrachana@gmail.com	9893041308	Bhopal	Professor	Higher Education	Training
rajendranarvariya	rcvp@123	Rajendra S	Narvariya	rajendranarvariya@gmail.com	9827384510	Bhopal	Professor	Higher Education	Training
rkrangile1976	rcvp@123	Rajesh	Rangile	rkrangile1976@gmail.com	9425678897	Bhopal	Class-IV	Higher Education	Training
rvdhakad7571	rcvp@123	Ramvilas	Dhakad	rvdhakad7571@gmail.com	9425677571	Bhopal	Gr-3	Higher Education	Training
rashmirakheja63	rcvp@123	Rashmi	Rakheja	rashmirakheja63@gmail.com	9425300294	Bhopal	Professor	Higher Education	Training
sameenasaiedi95	rcvp@123	Sameena	Saiedi	sameenasaiedi95@gmail.com	9826795012	Bhopal	Associate Pr	Higher Education	Training
sangeetavsaxena	rcvp@123	Sangita	Saxena	sangeetavsaxena@gmail.com	9300814268	Bhopal	Assistant Pr	Higher Education	Training
savitakanwar1961	rcvp@123	Savita	Kanwar	savita.kanwar1961@gmail.com	9826372487	Bhopal	Professor	Higher Education	Training
drshahinghani	rcvp@123	Shahin	Ghani	drshahinghani@gmail.com	8871945250	Bhopal	Asst. Profess	Higher Education	Training
shanti19dec	rcvp@123	Shanti	Shrivastva	shanti19dec@gmail.com	9753039899	Bhopal	Professor	Higher Education	Training
drshardabpl	rcvp@123	Sharda	Singh	drshardabpl@gmail.com	9826152928	Bhopal	Professor	Higher Education	Training
shardagarg2163	rcvp@123	Sharda	Garg	sharda.garg2163@gmail.com	8989544741	Bhopal	Professor	Higher Education	Training
spateriya	rcvp@123	Sumangla	Pateriya	spateriya@gmail.com	9425023845	Bhopal	Associate Pr	Higher Education	Training
sunilkumbhare5141	rcvp@123	Sunil Kuma	Kumbhare	sunilkumbhare5141@gmail.com	9425649649	Bhopal	Professor	Higher Education	Training
susmitam22	rcvp@123	Susmita	Mishra	susmitam22@gmail.com	9111503466	Bhopal	Professor	Higher Education	Training
vandanapande45	rcvp@123	Vandana	Pandey	vandanapande45@yahoo.com	9893018818	Bhopal	Associate Pr	Higher Education	Training

vandanasureana3	rcvp@123	Vandana	Surana	vandanasureana3@gmail.com	9425006178	Bhopal	Associate Pr	Higher Education	Training
rajendraprasadshakya	rcvp@123	Rajendra P	Shakya	rajendraprasadshakya@gmail.com	9425624951	Bhopal	Professor	Higher Education	Training
kishanv	rcvp@123	Kishan	Verma	kishan.v@rediffmail.com	7697561753	Bhopal	Grade 3	Higher Education	Training
abhatenguria	rcvp@123	Abha	Tenguriya	abha.tenguria@gmail.com	9425379057	Bhopal	Professor	Higher Education	Training
abhaagnihotri11	rcvp@123	Abha	Agnihotry	abhaagnihotri11@gmail.com	9425715941	Bhopal	Professor M	Higher Education	Training
archanagour1964	rcvp@123	Archana	Gaur	archanagour1964@gmail.com	9981841548	Bhopal	Professor Na	Higher Education	Training
ashawadhvani12	rcvp@123	Asha	Wadhvani	ashawadhvani12@gmail.com	9425393548	Bhopal	Asst. Prof, M	Higher Education	Training
bhawnahari	rcvp@123	Bhawna	Pandey	ashawadhvani12@gmail.com	9926387794	Bhopal	Professor M	Higher Education	Training
bhupendra8219	rcvp@123	Bhoopend	Jha	bhupendra8219@gmail.com	9425650300	Bhopal	Professor M	Higher Education	Training
canitha2432	rcvp@123	C Anitha		canitha2432@gmail.com	9406542432	Bhopal	Professor IE	Higher Education	Training
drdeepaskumar	rcvp@123	Deepa S	Kumar	drdeepa_skumar@yahoo.com	9425016972	Bhopal	Professor M	Higher Education	Training
indupandey63	rcvp@123	Indu	Pandey	indupandey63@gmail.com	9753002836	Bhopal	Professor, IE	Higher Education	Training
lyotimishra1968	rcvp@123	Jyoti	Mishra	lyotimishra1968@gmail.com	9826721898	Bhopal	Asst. Prof, M	Higher Education	Training
rathimaya	rcvp@123	Maya	Rathi	rathimaya@yahoo.com	9407271919	Bhopal	Professor, MLB	Higher Education	Training
drmpuranik	rcvp@123	Neeta	Puranik	drmpuranik@gmail.com	9826056295	Bhopal	Professor Na	Higher Education	Training
nuz40	rcvp@123	Nuzhat	Zama	nuz.40@yahoo.com	9826697270	Bhopal	Professor M	Higher Education	Training
pratibhamarmat1973	rcvp@123	Pratibha	Marmat	pratibhamarmat1973@outlook.com	8889481190	Bhopal	Asst. Prof, M	Higher Education	Training
renupatidar	rcvp@123	Renu	Patidar	renupatidar@hotmail.com	9425011806	Bhopal	Professor Na	Higher Education	Training
tenguriaraj	rcvp@123	RK	Tenguriya	tenguria_raj@yahoo.co.in	9425379057	Bhopal	Professor	Higher Education	Training
seemaraizada2	rcvp@123	Seema	Raizada	seemaraizada2@gmail.com	9827055738	Bhopal	Professor M	Higher Education	Training
drseemahardikar	rcvp@123	Seema	Hardikar	dr.seema.hardikar@gmail.com	9425608622	Bhopal	Professor Sa	Higher Education	Training
seemezubair	rcvp@123	Seeme	Mahmood	seemezubair@gmail.com	9826927560	Bhopal	Professor IE	Higher Education	Training
shailjadubey70	rcvp@123	Shailja	Dubey	shailjadubey70@yahoo.in	9425005761	Bhopal	Professor IE	Higher Education	Training
shardagangwar	rcvp@123	Sharda	Gangwar	sharda_gangwar@rediffmail.com	9893384038	Bhopal	Professor IE	Higher Education	Training
mariyavision	rcvp@123	Tayyaba	Khatoon	mariyavision@gmail.com	7000514710	Bhopal	Professor Na	Higher Education	Training
drvandanabakshi65	rcvp@123	Vandana	Bakshi	drvandanabakshi65@gmail.com	9406543102	Bhopal	Professor M	Higher Education	Training
mveena24	rcvp@123	Veena	Mishra	mveena24@gmail.com	9754151223	Bhopal	Professor Na	Higher Education	Training
ritajaiswaleco10	rcvp@123	Rita	Jaiswal	ritajaiswal.eco10@yahoo.in	9425079262	Bhopal	Professor	Higher Education	Training
lataafridi65	rcvp@123	Lata	Afridi	lataafridi65@gmail.com	9329011659	Bhopal	Associate Pr	Higher Education	Training
kalpanamalik02	rcvp@123	Kalpana	Malik	kalpanamalik02@gmail.com	9826162894	Bhopal	Associate Pr	Higher Education	Training



DOPT द्वारा COMMIT(Comprehensive Online Modified Modules for Induction Training) तैयार किया गया है, जिसका उद्देश्य सार्वजनिक सेवा में सुधार लाना और नागरिक केंद्रितता को बढ़ावा देना है। COMMIT में 15 e-modules हैं, जिसमें 12 Soft skill modules एवं 3 Domain modules हैं। यह प्रशिक्षण 28 घण्टे का है, जिसमें 08 घण्टे face to face तथा 20 घण्टे E-Learning प्रशिक्षण रहता है। इसके अंतर्गत दिनांक 10/09/2018 से 12/09/2018 तक की अवधि में अकादमी में Training of Trainers(ToT) प्रशिक्षण आयोजित किया गया था। इस प्रशिक्षण में जिले के ई दक्ष केन्द्रों के मास्टर्स ट्रेनर्स को ToT का प्रशिक्षण दिया गया, जिसकी सूची संलग्न प्रेषित है।

2. यह मास्टर्स ट्रेनर्स अपने जिले के 100 अधिकारियों/कर्मचारियों को प्रशिक्षण प्रदान कर सकेंगे। इस प्रशिक्षण के लिए 01 दिन का face to face प्रशिक्षण आयोजित करना होगा, जिसमें प्रत्येक प्रतिभागी का रजिस्ट्रेशन कराके उसे 2-3 Modules सम्पन्न करने में सहायता देनी होगी। बाद में हर प्रतिभागी को बाकी माइयूल 07 दिन में खत्म करके मास्टर ट्रेनर्स को सूचित करना होगा। 15 माइयूल पूर्ण होने पर अकादमी द्वारा प्रमाण पत्र दिया जायेगा। इस प्रशिक्षण कार्यक्रम में प्रति प्रतिभागी पर होने वाले प्रशिक्षण व्यय का विवरण निम्नानुसार है:-

क्रं.	01 प्रतिभागी पर होने वाले व्यय का विवरण	रूपये में
1.	इयरफोन (कम्प्यूटर के लिए)	70/-
2.	पेन, राईटिंग पेड	30/-
3.	लंच एवं चाय	100/-
4.	इंफ्रास्ट्रचर (ई दक्ष केन्द्र के लिए)	250/-
5.	मास्टर ट्रेनर्स का देयक	200/-
	कुल व्यय प्रति प्रतिभागी रूपये =	650/-

उक्त प्रशिक्षण कार्यक्रम पर होने वाला व्यय अकादमी द्वारा देय होगा, जिसमें रुपये 350/- प्रतिभागी के रजिस्ट्रेशन एवं 01 दिन के प्रशिक्षण उपरांत दिया जाएगा, एवं शेष रुपये 300/- प्रतिभागी द्वारा सफलतापूर्वक प्रशिक्षण पूर्ण करने और प्रमाण पत्र प्रदान करने के बाद दिया जायेगा।

अतः अनुरोध है कि कृपया इन मास्टर ट्रेनर्स के द्वारा प्रत्येक जिले में 100 अधिकारियों/कर्मचारियों के लिए प्रशिक्षण आयोजित कराने हेतु संबंधितों को निर्देशित करने का कष्ट करें।

संलग्न:- मास्टर ट्रेनर्स की सूची

/
(मनीष रस्तोगी)
संचालक

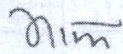
प्रति,

श्री प्रमोद अग्रवाल
प्रमुख सचिव
म.प्र.शासन
विज्ञान एवं प्रौद्योगिकी विभाग
मंत्रालय, वल्लभ भवन
भोपाल।

प्रतिलिपि:-

पृ. क्रमांक/ 6368/अका/COMMIT/1-16/2018-19 भोपाल, दिनांक 22/9/18

1. समस्त कलेक्टर, म.प्र. शासन, को प्रशिक्षण के सफलता पूर्ण आयोजन एवं जिला स्तर पर प्रतिभागियों के नामांकन के लिए आवश्यक निर्देश जारी करने हेतु।
2. CEO, MAPIT भोपाल, की ओर आवश्यक कार्यवाही हेतु।
3. ई दक्ष केन्द्र, प्रशिक्षक/Lead Trainer (मास्टर ट्रेनर्स), की ओर सूचनार्थ।


(माया माहेश्वरी)

विशेष कर्तव्यस्थ अधिकारी

RCVP NORONHA ACADEMY OF ADMINISTRATION & MANAGEMENT, BHOPAL

COURSE CODE : 453

NAME OF PROGRAMME : COMMIT TOT

COURSE DIRECTOR : MAYA MAHESHWARI(IRS)

S.No	firstname	lastname	district	designation
1	Aashish	Katare	Shivpuri	LeadTrainer
2	Abhinay	Modi	Raisen	LeadTrainer
3	Akshay	Soni	Barwani	Trainer
4	Amardeep	Yadav	Tikamgarh	LeadTrainer
5	Amit	Sarathe	Bhopal	Trainer
6	AnandMohan	Mishra	Anuppur	LeadTrainer
7	Anupam	Tripathi	Umaria	LeadTrainer
8	Anurag	Nema	Chhindwar	Trainer
9	Ashish.	Surywanshi	Jhabua	LeadTrainer
10	Babin	Kumar	Sehore	Trainer
11	Bhanupratap	Singh	Dhar	Trainer
12	Chandrajeet	Raghuwanshi	Vidisha	Trainer
13	Devesh	Tripathi	Khargone	LeadTrainer
14	Dinesh	Pawar	Betul	Trainer
15	Durgesh	Solanki	Hoshangab	Trainer
16	Gaurav	Mittal	Gwalior	Trainer
17	Harsh	Chaturvedi	Datia	LeadTrainer
18	Harsha	Mishra	Damoh	LeadTrainer
19	Indresh	Yadav	Narsinghpur	LeadTrainer
20	Jagrati	Chauhan	Indore	Trainer
21	Kamleshkumar	Shrivastava	Rajgarh	LeadTrainer
22	KapilDeo	Mishra	Shahdol	Trainer
23	Manish.	Sharma	Ratlam	Trainer
24	Manish	Yogi	Ujjain	Trainer
25	Naveenkumar	Joshi	Dewas	Trainer
26	Neelesh	Richhariya	Sagar	LeadTrainer
27	NirpalSingh	Pawar	Ashoknaga	LeadTrainer
28	Pankaj	Pandey	Sidhi	Trainer
29	PrakashGiri	Goswami	Shajapur	Trainer
30	PrashantKumar	Tiwari	Mandla	LeadTrainer
31	Pushpraj	Vishwakarma	Singrauli	LeadTrainer
32	Rahul	Anjana	Neemuch	LeadTrainer
33	Rajeevkumar	Tripathi	Rewa	LeadTrainer
34	Rinkesh	Jain	Chhatarpur	LeadTrainer

35	RohitSingh	Thakur	Katni	LeadTrainer
36	Satish	Pandey	Satna	LeadTrainer
37	Satyendra	Rathore	Mandsaur	Trainer
38	SonendraSingh	Tomar	Guna	LeadTrainer
39	Sudhir	Singore	Dindori	Trainer
40	Sunil	Tripathi	Burhanpur	LeadTrainer
41	Swati	Jain	Jabalpur	Trainer
42	Sweta	Maurya	Seoni	Trainer
43	Umashankar	Patle	Balaghat	LeadTrainer
44	Vaibhav	Soni	Panna	LeadTrainer
45	Vishavjeet	Jindal	Harda	LeadTrainer
46	Praveen	Samadhiya	Shivpuri	Trainer
47	Ashish	Litoriya	Morena	Trainer
48	Mukesh	Dawar	Alirajpur	Megm

usr_name	password	firstname	lastname	email	phone1	district	designation	department	section
pkjn08	rcvp@123	prahlad kumar	jain	pkjn08@gmail.com	9826321640	bhopal	inchanrge pri	higher education	training
vikasjaoolkar0411	rcvp@123	vikas	jaoolkar	vikasjaoolkar0411@gmail.com	9425014216	bhopal	professor & r	higher education	training
pushplatachouksey35	rcvp@123	pushplata	chouksey	pushplatachouksey35@ymail.com	9827584879	bhopal	professor	higher education	training
jsdubey2010	rcvp@123	jyoti swaroop	dubey	jsdubey2010@gmail.com	9425187989	bhopal	professor	higher education	training
alpanatrivedigiri	rcvp@123	alpana	trivedi	alpanatrivedigiri@gmail.com	9425393311	bhopal	professor	higher education	training
vermapramod62	rcvp@123	pramod	verma	vermapramod62@yahoo.com	9425027436	bhopal	professor	higher education	training
dralokbhawsar	rcvp@123	alok	bhawsar	dralokbhawsar@yahoo.com	9893498440	bhopal	professor	higher education	training
akp2050	rcvp@123	anil	paliwal	akp2050@gmail.com	9406982790	bhopal	professor	higher education	training
dranisafaraz	rcvp@123	anisa	khatoon	dranisafaraz@radiff.com	9926675516	bhopal	professor	higher education	training
arjumandbano	rcvp@123	arjumand	bano	arjumandbano@gmail.com	9826288405	bhopal	professor	higher education	training
gaurarpana	rcvp@123	arpana	gaur	gaurarpana@gmail.com	9424763117	bhopal	assistant pro	higher education	training
bcmame68	rcvp@123	bhagchand	mane	bcmame68@gmail.com	9826264544	bhopal	book lifter	higher education	training
bhavanabhadauria02	rcvp@123	bhawana	bhadhoriya	bhavanabhadauria02@gmail.com	9425376209	bhopal	professor	higher education	training
drdpshekhhar	rcvp@123	deepshikha	shekhhar	drdpshekhhar@gmail.com	8878042529	bhopal	associate pro	higher education	training
deeptibiswas595	rcvp@123	dipti	biswas	deeptibiswas595@gmail.com	9425010451	bhopal	professor	higher education	training
farzanaghazaal	rcvp@123	farzana	ghazaal	farzanaghazaal@icloud.com	9826786172	bhopal	professor	higher education	training
drhkkhanooja	rcvp@123	harbhajan	khanooja	drhkkhanooja@gmail.com	9425005258	bhopal	professor	higher education	training
kamlagupta7	rcvp@123	kamla	gupta	kamla_gupta7@yahoo.com	7987613477	bhopal	professor	higher education	training
meetaverma5	rcvp@123	meeta	verma	meetaverma5@gmail.com	9826842187	bhopal	professor	higher education	training
nigambpl	rcvp@123	mridula	nigam	nigambpl@gmail.com	9993946216	bhopal	professor	higher education	training
niveditamukherjee9208	rcvp@123	nivedita	mukerjee	niveditamukherjee9208@gmail.com	9826836536	bhopal	professor	higher education	training
drpradeepsharma65	rcvp@123	pradeep	sharma	drpradeepsharma65@gmail.com	9425445183	bhopal	professor	higher education	training
tailangrachana	rcvp@123	rachna	tailang	tailangrachana@gmail.com	9893041308	bhopal	professor	higher education	training
rajendranarvariya	rcvp@123	rajendra singh	narvairya	rajendranarvariya@gmail.com	9827384510	bhopal	professor	higher education	training
rkrangile1976	rcvp@123	rajesh	rangile	rkrangile1976@gmail.com	9425678897	bhopal	classiv	higher education	training
rvdhakad7571	rcvp@123	ramvilas	dhakad	rvdhakad7571@gmail.com	9425677571	bhopal	gr3	higher education	training
rashmirakheja63	rcvp@123	rashmi	rakheja	rashmirakheja63@gmail.com	9425300294	bhopal	professor	higher education	training
sameenasaiiedi95	rcvp@123	sameena	saiedi	sameenasaiiedi95@gmail.com	9826795012	bhopal	associate pro	higher education	training
sangeetavsaxena	rcvp@123	sangita	saxena	sangeetavsaxena@gmail.com	9300814268	bhopal	assistant pro	higher education	training
savitakanwar1961	rcvp@123	savita	kanwar	savita.kanwar1961@gmail.com	9826372487	bhopal	professor	higher education	training
drshahinghani	rcvp@123	shahin	ghani	drshahinghani@gmail.com	8871945250	bhopal	asst. profess	higher education	training
shanti19dec	rcvp@123	shanti	shrivastva	shanti19dec@gmail.com	9753039899	bhopal	professor	higher education	training
drshardabpl	rcvp@123	sharda	singh	drshardabpl@gmail.com	9826152928	bhopal	professor	higher education	training
shardagarg2163	rcvp@123	sharda	garg	sharda.garg2163@gmail.com	8989544741	bhopal	professor	higher education	training
spateriya	rcvp@123	sumangla	pateriya	spateriya@gmail.com	9425023845	bhopal	associate pro	higher education	training
sunilkumbhare5141	rcvp@123	sunil kumar	kumbhare	sunilkumbhare5141@gmail.com	9425649649	bhopal	professor	higher education	training
susmitam22	rcvp@123	susmita	mishra	susmitam22@gmail.com	9111503466	bhopal	professor	higher education	training
vandanapande45	rcvp@123	vandana	pandey	vandanapande45@yahoo.com	9893018818	bhopal	associate pro	higher education	training
vandanasurana3	rcvp@123	vandana	surana	vandanasurana3@gmail.com	9425006178	bhopal	associate pro	higher education	training
rajendraprasadshakya	rcvp@123	rajendra prasad	shakya	rajendraprasadshakya@gmail.com	9425624951	bhopal	professor	higher education	training
kishanv	rcvp@123	kishan	verma	kishan.v@rediffmail.com	7697561753	bhopal	grade 3	higher education	training
abhatenguria	rcvp@123	abha	tenguriya	abha.tenguria@gmail.com	9425379057	bhopal	professor	higher education	training
abhaagnihotri11	rcvp@123	abha	agnihotry	abhaagnihotri11@gmail.com	9425715941	bhopal	professor mll	higher education	training

archanagour1964	rcvp@123	archana	gaur	archanagour1964@gmail.com	9981841548	bhopal	professor nar	higher education	training
ashawadhvani12	rcvp@123	asha	wadhvani	ashawadhvani12@gmail.com	9425393548	bhopal	asst. prof, ml	higher education	training
bhawnahari	rcvp@123	bhawna	pandey	bhawnahari@gmail.com	9926387794	bhopal	professor ml	higher education	training
bhupendra8219	rcvp@123	bhoopendra	jha	bhupendra8219@gmail.com	9425650300	bhopal	professor ml	higher education	training
canitha2432	rcvp@123	c anitha		canitha2432@gmail.com	9406542432	bhopal	professor ieh	higher education	training
drdeepaskumar	rcvp@123	deepa s	kumar	drdeepa_skumar@yahoo.com	9425016972	bhopal	professor ml	higher education	training
indupandey63	rcvp@123	indu	pandey	indupandey63@gmail.com	9753002836	bhopal	professor, ieh	higher education	training
vyotimishra1968	rcvp@123	vyoti	mishra	vyotimishra1968@gmail.com	9826721898	bhopal	asst. prof, ml	higher education	training
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nuz40	rcvp@123	nuzhat	zama	nuz.40@yahoo.com	9826697270	bhopal	professor ml	higher education	training
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tenguriaraj	rcvp@123	rk	tenguriya	tenguria_raj@yahoo.co.in	9425379057	bhopal	professor	higher education	training
seemaraizada2	rcvp@123	seema	raizada	seemaraizada2@gmail.com	9827055738	bhopal	professor ml	higher education	training
drseemahardikar	rcvp@123	seema	hardikar	dr.seema.hardikar@gmail.com	9425608622	bhopal	professor sar	higher education	training
seemezubair	rcvp@123	seeme	mahmood	seemezubair@gmail.com	9826927560	bhopal	professor ieh	higher education	training
shailjadubey70	rcvp@123	shailja	dubey	shailjadubey70@yahoo.in	9425005761	bhopal	professor ieh	higher education	training
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drvandanabakshi65	rcvp@123	vandana	bakshi	drvandanabakshi65@gmail.com	9406543102	bhopal	professor ml	higher education	training
mveena24	rcvp@123	veena	mishra	mveena24@gmail.com	9754151223	bhopal	professor nar	higher education	training
ritajaiswaleco10	rcvp@123	rita	jaiswal	ritajaiswal.eco10@yahoo.in	9425079262	bhopal	professor	higher education	training
lataafri65	rcvp@123	lata	afri65	lataafri65@gmail.com	9329011659	bhopal	associate pro	higher education	training
kalpanamalik02	rcvp@123	kalpana	malik	kalpanamalik02@gmail.com	9826162894	bhopal	associate pro	higher education	training

CAPACITY BUILDING PROGRAMME

Objective – The main objective of the programme is

- **to develop teachers' ability to enable change in them** upon their return to their institutions after FDPs and training programs
- to develop education strategies to address the changing landscape of teaching and learning
- be able to implement change in the future of our students

Capacity building Programme

- 20/03/2019 to 27/03 2019
- Five sessions by Professors after returning from FDPs and Training programs.
- Capacity building was attended by 34 professors and Associate Professors.
- Main areas covered- Teaching Skills, research project issues, how to be a successful entrepreneur, proposing a project for business and job, leadership skills.q

कैपेसिटी बिल्डिंग प्रोग्राम
टाइम टेबल

क्र	दिनांक	समय	स्थान	विषय	विषय विशेषज्ञ
1	20.3.19	2-4	वर्चुअल कक्ष	Teaching Skill	डा. विनीता सिंह चौधरी
2	22.3.19	2-4	"	Research Project Issues	डा. अरुण शिवेदी
3	23.3.19	2-4	"	सफल उद्यमी कैसे बनें !	डा. शुष्मिता मिश्रा
4	26.3.19	2-4	"	किसी उद्यम को शुरू करने में प्रोजेक्ट कैसे बनाये	डा. भावना भद्रा रिया
5	27.3.19	2-4	"	लीडरशिप	डा. रचना तैलंग

Dr. Arun

PRINCIPAL
Govt. Hamirpur
Commerce College

Competency Building

डा. ज्ञानवर्धन पाठक

22.3.2019

क्र.	नाम	हस्ताक्षर
1	डा. विनीता चौधरी	Vinil
2	डा. रचना नैलंग	Rachana
3	डा. वर्षा सागौरकर	22-3-19
4	डा. मुडवा निगम	मुडवा निगम
5	डा. शारदा सिंह	22.03.19
6	वंदना शीवाचव्द	22/3/19
7	रेखा चौमान	22.3.19
8.	डा. उषा शर्मा	22-3-19
9.	डा. अनीसा खातून	22/3/19
10	डा. सरोज श्रीवास्तव	22.3.19
11	डा. रचना मिश्रा	22/3/19
12.	डा. प्रभा मट्ट	22/3/19
13	डा. वंदना सुरानी	22/3/19
14.	डा. दीप्ति विश्वास	22/3/19
15	डा. सुस्मिता मिश्रा	22/3/19
16.	Dr. Pawan Pandit	P
17	धर्मनंद पारे	Dain
18	Dr. Vikas Jambhakar	22/3/19
19	Dr. A.K. Palival	K
20	Dr. Sudhir K. Sharma	22/3/19
21	Dr. Pushpata Choudhary	22.3.19
	Dr. Kamla Gupta	22/3/19
22.	Dr. S. S. Kapse	22/3/19
23	Mrs. Anupama Gaur	22/3/19
24	Dr. Pooja Ralche	22/3/19
25	Dr. Farzana Ghazal	22.3.19
26.	Dr. Meeta Verma	22/3/19
27	Dr. Sharda Garg	22.3.19
28	Dr. Shashi Shrivastava	22.3.19
29	Sangeeta V. Sarema	22.3.19
30	SHANIN GHANI	22/03/19

21. Apriyita Sharma

22. Dr. Sharda Tiwari

33. Anamika Khatun
34. Shweta Singh

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Prof.

PRINCIPAL
Govt. Hamidia Arts and
Commerce College, BHOPAL

डॉ. शिवानी कापसे
 ② रचना लेखिका

23.3.2019

1. Dr. Vinida Singh Chaudhry
2. Dr. Sameena Saiedi
3. Dr. Farzana Ghazal
4. Dr. Fahim Lakhey
5. Mrs. Aspaan Uzun
6. Vandana Shrivastava
7. Dr. Dipti Biswas
8. Dr. Pushplata Chouksey
9. Dr. H. K. Khanooq
10. Dr. Arisa Khalun
11. Dr. Shanti Shrivastava
12. डॉ. रेखाधीमान
13. डॉ. उषा शर्मा
14. डॉ० रचना मिश्रा
15. डॉ० रचना तेलंग
16. डॉ० सरोज श्रीवास्तव
17. ~~Dr. Shanti Shrivastava~~
18. Kamla Supth
19. Vandana Sunan
20. डॉ सुमिता मिश्रा
21. डॉ० प्रभा अहिर
22. धनिल शिवानी
23. Dr. Meela Uzun
24. Dr. Bhavana Bhandari
25. DR. S. S. Kapse
26. Sangita V. Saxena
27. SHANIN GHANNI
28. sherdh singh

Vinida

G.S.

Rajni
23.3.19

Anu
23-2-19

Ju
23/3/19

Rajni
23/3/19

Rajni
23.3.19

H.K.

Uzun
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Rajni
23/03/19

Rajni
23-02-19

Rajni

26.3.19

10प्यना निवेदी

1. Dr. Mula' wena - 26/3/19
 2 Mrs. Anpau Gann - 26/3/19
 3. Dr. (Smt.) Saroj Shrivastava - 26.3.19

1, Dr. Rachana. Mishra -

. डॉ. रचना मैलिंग

डॉ उषा शर्मा

Dr. Farzana Ghezaal

Dr. Sameena Saiedi

Dr. Bhavana Bhadant

बेनी 9 412

26/3/19.

Ujjain 26/3/19.

26.3.19

26.3.19

26.3.2019

Dr. Pooji Biswas

Dr H.K. Khanogya

DR S. S. Kapse

Vandana Shrivastava

Dr. Pashmi Rakheja

Dr. Anisa Khakur

Dr. Shanti Shrivastava

Dr. Sharada Garg.

26/3/19

H.K.

26/3/19

26/3/19

26-3-19

26.3.19

26.3.19.

1. Dr. Pawan Pandey

2 Dr. Sunita Sharma

1 Dr. AK Paliwal

2 Dr. Mani Jankar

3. Dr. Prabha Bhatt

4 Dr. Vansha Sharma

5 Dr. Rekha Dhiman

S. Saxena

Dr. SHAMIN GHANI

Dr. Sharda Tiwari

Dr. Shuchi Singh

Dr. Pushpata Choudhary

26/3/19

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