

**(Group 2)**

**Advisory for the Participant (selected Master Trainer)**

Dear Participant

Congratulations on being selected as Mathematics Master Trainer. This is an advisory for your participation in three day Master Trainer Program (MTP) organised by DAV Centre for Academic Excellence from Feb 13 - 15, 2020.

This is a 3 day residential programme. Kindly go through the following instructions

1. Since we are going to begin our sessions from 9.00 a.m in the morning from 13<sup>th</sup> Feb, try to reach Delhi on 12<sup>th</sup> evening. You are free to leave after 3pm on the third and final day (15<sup>th</sup> Feb) of training. Kindly make your reservations accordingly
2. The weather will be cold in Delhi during that period. Bring your clothes accordingly
3. Pl. bring DAV Mathematics text book of at least one class from III to V.
4. Discuss with fellow colleagues who are teaching these classes and Identify Problem Areas on the basis of difficulty level of teaching that concept/question in the class and also the common and frequent mistakes made by students. Also write any solution suggested by your colleague or a creative strategy and bring those documents in the workshop
5. Come prepared with innovative and creative ideas you would like to share during the workshop.
6. **Pre-Workshop Assignment**

➤ **Proforma**

An online proforma is devised as Pre Workshop Proforma. The link of that proforma is <http://bit.ly/primaryMT2020> . First login to your valid Gmail id and then fill up the proforma. If you don't have gmail id , create gmail id. Only then you will be able to fill it up.

- Prepare the List of topics, subtopics and related terms of **all the chapters of classes III to V** in the following format to get familiarised with the primary curriculum

<b>Class V</b>	
Chapter 1	Topic <ul style="list-style-type: none"><li>• Subtopic 1</li><li>• Subtopic 2</li></ul>
Chapter 2	Topic <ul style="list-style-type: none"><li>• Subtopic 1</li><li>• Subtopic 2</li></ul>
Chapter 3	Topic <ul style="list-style-type: none"><li>• Subtopic 1</li><li>• Subtopic 2</li></ul>

7. **Registration** – you will register on-line, on the website of DAVCAE [www.davcae.net.in](http://www.davcae.net.in) under the heading **Training**. This is mandatory. Contact Ms. Tanu Agarwal/ Ms. Vinita (01123503500, ext no. 233) in case you have any query regarding online DAVCAE registration.  
***Since there will be two groups, please go through the online instructions carefully before registration and register yourself in the right group (Group 2). The registration will open after 18<sup>th</sup> Jan.***
8. **Course Fee :-** a DD or multicity cheque of Rs. 3000/- drawn in favour of DAV Centre of Academic Excellence, New Delhi may either be sent by post or deposited during the programme at Delhi.
9. **Reporting for the Program :-** Kindly intimate your arrival and departure time to **Mr. PrabhakarJha (09211163339)** .
10. **Logistics –** Your stay arrangement has been made at safe and hygienic hotel near the venue. That will also provide breakfast and dinner at no extra cost. The approximate cost of bed, breakfast and dinner per day will not be more than Rs. 2000/per day. The Hotel bill will be settled by the participants at the time of check-out. You will get enough advance amounts issued from your school for payment of your hotel bill. All other workshop expenses including lunch and refreshments will be borne by DAVCAE.

With regards

Rajni Bala  
Programme Coordinator