



**DAV CENTRE FOR ACADEMIC EXCELLENCE**  
**DAV College Managing Committee**  
**Chitra Gupta Road, Paharganj, New Delhi-55**

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Ref.No. DAVCAE/2018-19/ 1310

Date: 22<sup>nd</sup> February, 2019

**For all the Cluster Heads of Regional Training Centres**

**Subject: Capacity Building Program of Master Trainers in Chemistry (Classes XI – XII)**

Dear Sir/Madam,

DAV Centre for Academic Excellence has been successful in its initiative of building a core group of Master Trainers in all subjects to enable them to conduct Capacity building programmes for teachers independently.

In keeping with this agenda, regular training workshops are held which give the teachers an opportunity for Interaction, Collaboration and Professional development.

DAV Centre for Academic Excellence (DAVCAE) is going to organize 3 day Capacity Building Programme for Master Trainers of **Chemistry (Classes XI – XII) from 18<sup>th</sup> to 20<sup>th</sup> March, 2019** for selected RTC's(Clusters) in order to strengthen our Regional Training Centers and lay emphasis on grooming of efficient Resource persons from our own in house cadre.

**Details of the Programme:**

**Group-I**

1. **Dates - 18 – 20, March, 2019**
2. **Venue - Kulachi Hansraj Model School, Ashok Vihar, Phase-III, Delhi**
3. **Number of Expected Participants – 45 (fortyfive)**
4. **RTCs (No. of Clusters) – BR (10), CH (01), CG (05), DL/NCR (06), HP (07), JK (01), MH (02), MP (02), RJ (03), UP (03), UL (02), WB (02)**



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Please note that all Clusters with 8 or less than Eight Schools will send only one Master Trainer.

Rest of the Clusters having more than Eight Schools will ensure that Two (only) master trainers are sent from each cluster, fulfilling the following criteria-

- i) Two Master Trainers associated with classes (XI - XII)
- ii) Master Trainers should be Chemistry PGTs having at least 5 years teaching experience.
- iii) The Cluster Heads are advised to make the necessary changes (if required) to fulfill the criteria of selection in selecting the master trainers from his/her cluster.
- iv) Please assess the performance of the Master Trainers based on the training assignments undertaken by them. Nominate only those who have a good subject knowledge, with adequate IT skills, good oratory skills, confidence and been working sincerely and effectively.

**Directions to be given to the selected Master Trainers (MTs)-**

All the MTs coming to attend the Programme are requested to note carefully:

- v) **Each participant to come prepared with one activity/ present a lesson as Microteaching (as taught in classes with teaching aids) from any of the topics from the syllabus of Chemistry Classes XI and XII.**
- vi) To carry their laptops with internet device (dongle) and a pen drive.
- vii) Text books of the classes they are teaching.

**On line Registration-**

1. On line Registration is compulsory. The participants are required to register themselves online on our website [www.davcae.net.in](http://www.davcae.net.in) under the training link.
2. Detailed instructions on training are provided on the link.
3. Course Fee: Rs 3,000/- per participants as DD in favour of 'DAV Centre for Academic Excellence' may either be sent by post or deposited during the program at Delhi. Kindly note that this course fee shall cover the workshop expenses only. The expenses on stay arrangement have to be borne by the participants.

Tel.no. 011-23503500  
Extn : 302



Website; [www.davcae.net.in](http://www.davcae.net.in)  
E-mail: [dcae.aa@davcae.net.in](mailto:dcae.aa@davcae.net.in)

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**For related queries please contact the following persons:**

- a) Mrs. Vanita Jaisingh - 011-23503500 Extn.302 &233 for Technical support.  
b) Mr. Vikram Bhalla - 09560609853 for On-line Registration, Stay arrangements and payments.  
c) Mrs. Rajinder Narula - 011-23503500 OSD- Academic Audit /  
Extn:226 Programme Coordinator  
E-mail ID [dcae.aa@davcae.net.in](mailto:dcae.aa@davcae.net.in)

Please find attached the criterion for the selection of Master Trainers and Advisory to the participants.

Thank you very much for the support and cooperation DAVCAE garners from all its Regional Centres.

With Warm Regards

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**Dr.(Mrs.) Nisha Peshin**  
**Director -DAVCAE**

**Encl : 1. Criterion for Selection document**  
**2. Advisory to the Participants**