

Tel.no. 011-23620921
Tel.no. 011-23614489
Tel.no. 011-23521938



Website: www.davcae.net.in
E-mail: exams@davcae.net.in

DAV Centre for Academic Excellence
DAV College Managing Committee
Chitra Gupta Road, Paharganj, New Delhi-55

Ref. No. DAVCAE/2016-17/264

Date 21/01/2017

Subject: Capacity Building Program of Master Trainers in ICT (Computer) for Primary and Middle teachers

Training Coordinates
DAV Public Schools

Dear Sir/Madam,

It is a technological era, teaching/learning is incomplete without the proper and effective use of technology in the classroom. To strength our ICT (Computer teachers) DAVCAE announces a 3 days Master Trainer Program in the month of March, 2017 for the primary and middle school teachers.

Tentative Programme Dates

Kindly note that Two Master Trainer Programme(s) for Information and communication technology (Computer) for Primary & Middle Level) will be organized in the month of March, 2017.

MTP for Middle : 7th, 8th and 9th March, 2017
MTP for Primary: 15th, 16th and 17th March, 2017

Action Points for RD/ARDs

1. In consultation with the Cluster Head please nominate two Master Trainers-one each for Primary and Middle level, from every cluster in your RTC.
 - a. The Master Trainers for Primary section have to be nominated from Classes III-V.
 - b. The Master Trainers for Middle section have to be nominated from Classes VI-VIII.
 - c. Fill up the attached Performa and email it to us latest by 4th February, 2017.

All the Master-Trainers shall report on the evening before the training commences as per detail mentioned below:

Secondary : 6th March, 2017
Primary : 14th March, 2017

On-line Registration & Course Fee

1. After the names, have been finalized kindly register them on DAVCAE website www.dcae.net.in under the training link. Online registration is compulsory for all the participants.

Tel.no. 011-23620921
Tel.no. 011-23614489
Tel.no. 011-23521938



Website: www.davcae.net.in
E-mail: exams@davcae.net.in

DAV Centre for Academic Excellence
DAV College Managing Committee
Chitra Gupta Road, Paharganj, New Delhi-55

Ref. No. DAVCAE/2016-17/264

Date 21/01/2017

2. The Course fee of **INR. 3000/- per participant** may be paid as Demand Draft in favor of “**DAV Centre for Academic Excellence**” may either be sent by post or deposited during the programme at New Delhi. Kindly note that this course fee will cover the Workshop expenses only all other expenses of boarding and lodging will be borne by the participants.

Workshop Venue & Stay

1. The Master Trainer Programme will be held at the Multi-Purpose Hall of **DAV College Managing Committee, Pahar Ganj, New Delhi.**
2. The stay of the Master Trainers will be organized at safe and hygienic hotels located at a walking distance from DAVCMC. Approximate expenditure will be Rs. 1000/- per day. Since the boarding expenses (stay + dinner) will be directly met by the participants, the school should ensure that they carry enough amount of money with them.

For any further query with respect to stay arrangements, registration, payment etc. you may contact **Mr. Prabhakar Jhawho** could be reached at cell no : 09211163339 or **Ms. Kshipra Verma, Education Officer, DAVCAE and programme Coordinator** at cell no. 09250842142. You will also be receiving further details of the Master Trainer Programme along with instructions to be passed on to the Master Trainers. Kindly ensure that it is disseminated to all concerned.

Yours sincerely,

24/1/2017 8:0:54
6f74ab68-e559-008e-8bd7-2c63644e4f7d

Dr. Nisha Peshin
Director (Academics)

CC: 1. Directors Public Schools
2. All Cluster Heads

Encl: Master Trainer Profile Performa