

Annexure 1 Data collected during SWOT analysis

| Strengths | Opportunities |
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| Govt. Organisation with established credibility. | Reference material available in English and Hindi. |
| Systematic time table for training. | Few faculty members with M.Ed. and PhD |
| Systematic guidelines for DIETs by NCTE and NCFTE 2009. | Sufficient books and journals in the library |
| DIET with own Website. | Digital index of books and journals in the library, displayed on website. |
| Academic What Sapp groups. | In service training facility for Teachers through SCERT at Lucknow, NCERT and NUEPA at Delhi, SIEMAT, SIE, State Science Institute and State English Language Institute, State Institute of Psychology at Allahabad, State Hindi Language Institute at Varanasi. |
| Semester wise internship. | |
| Well defined assessment system by Exam Regulatory Authority, U.P, and Allahabad. | |
| Sufficient fund available for academic activity, | |
| Infrastructure facilities viz. PAS, computer lab, internet facility, teaching hall, conference hall, library, | |
| Sufficient Teaching and establishment Staff, | |
| BTC students from different discipline viz. B Tech and Graduates with different streams. | |
| 70% of lectures are done by Smart classes using PPTs and pictographs, | |
| Well organised, revised syllabus approved by NCTE. | |
| Highly qualified and resourceful faculty with PG, B.Ed. | |
| Availability of Microsoft Computer Lab with Trainer and Software. | |
| Availability of English Language Lab with Training system and Software. | |
| Availability of Annual Work Plan and Progress Reports. | |
| Availability of enough computer system. | |
| Availability of Skill specific training modules for In-service teachers. | |
| Teachers capable to teach in Hindi with English terms. | |
| Weaknesses | Threats |
| Lack of proper hostel, canteen, purified drinking water facility for students | Loss of the credibility of the institution for providing quality education. |
| Lack of regular maintenance of equipments, | Recognition of B.T.C. course may be withdrawn by NCTE |
| Lack of sufficient playground for PT and games, | |

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| Lack of large teaching and meeting halls, Text books are not available for the BTC trainees, Lack of bilingual language training in Hindi and English Lack of proper issuance of books from library to the students Lack of reading hall and digital library, Lack of enough resource materials in DIET website 20% of teaching is done by dictation method and reading PPT slides. Lack of proper infrastructure Non availability of proper sitting arrangements with tables Lack of qualified librarian with B.Lib. Faculty members of DIET for teaching BTC are not appointed on the basis of their specialisation needed in the DIET Lack of faculty with Computer, Physical Education, Peace Education, Music, Art and Crafts Teaching Skills Lack of fully computerised modern digital library facilities Lack of faculty with Teaching Skills required for persons with special needs. Less sharing opportunity for best practices of Faculty and Trainees. Lack of well-defined system for feedback from B.T.C. trainees. Lack of Large meeting hall / Auditorium for organising various activities for the capacity of 500 people, Lack of Faculty with P.G. in Mathematics. Teachers have not undergone Induction Level Training Course after joining the DIET but only task based training. Lack of playground. | Competition with private BTC training Institutes having better infrastructural facilities. Lack of job security in B.T.C. trainees |
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Annexure 2 EMB factors in the client organisation

| Environmental factors (Non-training factors) | Motivational factors (Non-training factors) | Behavioural factors (training factors) |
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| Lack of Sufficient fund for improvements | Faculty should be appointed on the basis of specialisation | A capacity building training should be given to faculty |
| Lack of proper Infrastructure facilities viz. PAS, computer lab, internet facility, teaching hall, conference hall, library, Lack of sufficient hostel facility | Provisions for cultural, physical and intellectual activities Defined incentives and promotions on additional qualification and performance at desired level. Irregular salary payment to officials | A computerised Training Management System to faculty Leadership and administrative management training to the Principal ILTC to faculty |
| Lack of purified drinking water and canteen facilities Lack of regular maintenance of equipments, | | Training on Computer and internet, |

bilingual teaching to officials and students

Lack of playground and sports goods , large teaching and meeting halls,
Non-availability of the BTC Text books
Lack of reading hall and digital library,
20% of teaching is done by dictation method
Non availability of proper sitting arrangements
Non-availability of well-furnished class rooms and library
Lectures by smart classes
Digital Library with sufficient resources

Annexure 3 Training intervention and non-training implications

Training intervention

Teaching Skills specific training programmes like DTS for all faculty members.

One month Physical Education Training for one faculty member with help of B.P.Ed. Training Institutes.

One month Music Training for one faculty member with help of Music Training Institutes.

One month Art Training for one faculty member with help of Music Training Institutes

One month Peace Education Training for one faculty member with help of Training Institutes such as ,Brahms Kumari University, Mount Abu and Dev Sanskrit Vishwavidyalaya, Haridwar.

One month Computer Training for one faculty member with help of Computer Training Institutes.

One month Library Management Training for one faculty member Staff responsible for Library Management.

Non-Training implications

Efforts for writing Subject specific textbooks and digital Resource material on website with help of related institutes

Encouragement of faculty members for in-service courses like M.Ed., B.P.Ed., B.Ed. (Special Education for disabled), PGDCA or B.C.A., P.G. in Education, Music, Psychology or Art.

Posting of Faculty with Subject specific qualification in P.G.

Availability of three additional Class rooms with furniture.

Availability of conference / meeting hall facility for 500 audiences.

Proper Library Hall with furniture for 100 readers.

Establishment of Digital Library with relevant digital Resource Material.

Encouragement of administrative staff for in-service courses like B.Lib.

Maintenance of Hostel with necessary furniture.

Annexure 4 Training plan

| Priority | Job or person | Aim | Strategy | Target | Responsibility |
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| 1 | Sr. Lecturers and Lecturers | To enable for effective training skills | Teaching Skills specific training programmes like DTS A short refresher course on subject wise teaching methodology | 1- month | SCERT / DIET |
| 2 | Lecturer responsible for Physical Education | To enable for effective training in Physical Education | Physical Education Training with help of B.P.Ed Training Institutes. | 1- month | SCERT / DIET |
| 3 | Lecturer responsible for Music Education | To enable for effective training in Music Education | Music Training with help of Music Training Institutes. | 1- month | SCERT / DIET |
| 4 | Lecturer responsible for Art Education | To enable for effective training in Art Education | Art Training with help of Art Training Institutes. | 1- month | SCERT / DIET |
| 5 | Lecturer responsible for Peace Education | To enable for effective training in Peace Education | Peace Education with help of Institutes like Brahm Kumari Uni/ Dev Sanskrit Vishwavidyalaya, Haridwar | 1- month | SCERT / DIET |
| 6 | Lecturer responsible for Computer Education | To enable for effective training in Computer Education | Computer Education Training for with help of Computer Training Institutes | 1- month | SCERT / DIET |
| 7 | Office Staff responsible for Library Management | To enable for effective Library Management | Library Management with help of Institutes running similar courses. | 1- month | SCERT / DIET |
| 8 | Principal, Administrative Officer and Sr Lecturers | To enable for effective Management of DIET and various Departments. | Office Management Training with help of Management Training Institutes. | 1- month | SCERT / DIET |

Annexure 5 Priority list

| Performance Problems | Training implications | Other implications | Priority No. |
|-----------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Faculty with Insufficient professional skills | Teaching Skills specific training programmes like DTS for all faculty members. | Encouragement by Incentive of faculty members for in-service courses like M.Ed. / P.G. in Education. Posting of Faculty with Subject specific qualification in P.G. | 1 |
| New Revised Syllabus of B.T.C. | A short refresher course on subject wise teaching methodology. | Efforts for writing Subject specific textbooks and digital Resource material on website with help of | 2 |

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| without Text book | | related institutes | |
| Insufficient training for Physical Education | One month Physical Education Training for one faculty member with help of B.P.Ed Training Institutes. | Encouragement by Incentive of faculty member for in-service courses like B.P.Ed., | 3 |
| Insufficient training for Art Education | One month Art Education Training for one faculty member with help of Art Training Institutes. | Encouragement by Incentive of faculty member for in-service courses like M.A. in Art. | 9 |
| Insufficient training for Music | One month Music Education Training for one faculty member with help of Music Training Institutes. | Encouragement by Incentive of faculty member for in-service courses like M.A.in Music, | 6 |
| Insufficient training for Peace Education | One month Peace Education Training for one faculty member with help of Institutes like Brahma Kumari Uni/ Dev Sanskrit Vishwa Vidyalaya, Haridwar | Encouragement by Incentive of faculty member for in-service courses at Brahm Kumari Uni/ Dev Sanskrit Vishwa Vidyalaya, Haridwar Efforts for writing Subject specific digital Resource material on website with help of related institutes | 4 |
| Insufficient training for Computer Education | One month Computer Training for one faculty member with help of Computer Training Institutes | Encouragement by Incentive of faculty member for in-service courses Like P.G.D.C.A. / B.C.A. Efforts for writing Subject specific digital Resource material on website with help of related institutes | 5 |
| Insufficient Management of Library | One month Library Management Training for one faculty member with help of Institutes running B.Lib. | Encouragement of administrative staff for in-service courses like B.Lib. Proper Library Hall with furniture for 100 readers. Establishment of Digital Library with relevant digital Resource Material | 7 |
| Insufficient Infrastructure Management | One month Office Management Training for Administrative Officer, Sr Lecturers with help of Management Training Institutes. | Availability of three additional Class rooms with furniture. Availability of conference / meeting hall facility for 500 audiences. Maintenance of Hostel with necessary furniture. | 8 |

Annexure 6 Design brief

| # | Design Brief Features | Description |
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| 1 | Information about the client | Principal, District Institute of Education and Training, Lucknow. |
| 2 | Context within | DIET was established on 11th June, 1990 at Nishatganj, Lucknow to maintain continuous progress of Elementary Education (Pre |

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| which training is being designed | Primary, Primary and Upper Primary). This Institution has responsibility to provide help in relation of whole primary education arrangement of The District Lucknow and set aside educational problem. The Institute (DIET) has divided its total work into seven departments, of which Pre-service Training Department is our concern, in collaboration with other departments. |
| 3 Performance problems being addressed | <p>The faculty members are not able to perform as per NCTE norms, as the lack knowledge and skills regarding-</p> <ol style="list-style-type: none"> 1. New Revised Syllabus of B.T.C. without Text book 2. Insufficient training for Physical Education. 3. Insufficient training for Music 4. Insufficient training for Peace Education 5. Insufficient training for Computer Education 6. Insufficient Management of Library |
| 4 Details of identified training needs | <ol style="list-style-type: none"> 1. Teaching Skills specific training programmes like DTS for all faculty members 2. A short refresher course on teaching methodology. 3. One month Physical Education Training for one faculty member with help of B.P.Ed Training Institutes. 4. One month Music Education Training for one faculty member with help of Music Training Institutes. 5. One month Peace Education Training for one faculty member with help of Institutes like Brahm Kumari Uni/ Dev Sanskrit Vishwa Vidyalaya, Haridwar. 6. One month Computer Training for one faculty member with help of Computer Training Institutes. 7. One month Library Management Training for one faculty member with help of Institutes running B.Lib. |
| 5 Information about Non-training initiatives | <ol style="list-style-type: none"> 1. Encouragement by Incentive of faculty members for in-service courses like M.Ed. / P.G. in Education 2. Posting of Faculty with Subject specific qualification in P.G. 3. Efforts for writing Subject specific textbooks and digital Resource material on website with help of related institutes 4. Encouragement by Incentive of faculty member for in-service courses like B.P.Ed., 5. Encouragement by Incentive of faculty member for in-service courses like M.A.in Music, 6. Encouragement by Incentive of faculty member for in-service courses at Brahm Kumari Uni/ Dev Sanskrit Vishwa Vidyalaya, Haridwar. 7. Encouragement by Incentive of faculty member for in-service courses Like P.G.D.C.A. / B.C.A. 8. Encouragement of administrative staff for in-service courses like B.Lib. 9. Availability of three additional Class rooms with furniture. |

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| | 10. Availability of conference / meeting hall facility for 500 audiences. |
| | 11. Maintenance of Hostel with necessary furniture |
| 6 Details of people to be trained | Principal, DIET, 4 Senior lecturers / 17 lecturers, 1 Administrative Officer, 1 Hostel In charge and 1 Library In charge. |
| 7 Significant constraints | Availability of Fund for training to be managed through Director, SCERT from Govt. Time period to be managed through phase wise training for individual. |
| 8 Aim of the proposed trainings | To enable the Principal DIET, Senior lecturers / lecturers, Office Staff, Hostel In charge and Library In charge to acquire necessary knowledge and skills for successful Pre Service Training. |
| 9 Specific outcomes to be achieved | <ol style="list-style-type: none"> 1. At the end of the trainings, Training skills of the faculty members should be enhanced. 2. At the end of the trainings, Training efficiency of the Subject specific faculty members should be enhanced. 3. At the end of the training, use of Library should be enhanced. 4. At the end of the training, learning skills of the B.T.C, trainees should be enhanced 5. At the end of the training, Infrastructural facilities should be better managed. |
| 10 Standards against which outcomes can be evaluated | Annual achievement of the targets, in terms of learning achievements of the trainees and after appointment of the trainees in primary education, in terms of learning achievements of the students, taught by the trainees. |
