

**DEPARTMENT OF HUMANITIES  
AND SCIENCES**

Vysapuri, Bandlaguda Post:Keshavgiri,  
Hyderabad-500 005, AP INDIA  
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Website: [www.mist.ac.in](http://www.mist.ac.in)

**MAHAVEER**

INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, Affiliated to JNTUH,Hyd.



DATE: 04-01-2017

**NOTE SUBMISSION TO PRINCIPAL**

To  
The Principal  
Mahaveer institute of science and technology  
Bandlaguda  
Hyderabad.

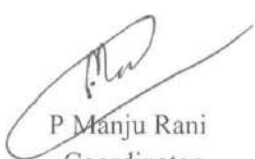
Subject: Seeking your approval and permission to conduct a FDP on "**Basics of Lecture Methods**" -Regarding

Sir,

We the department of H & S of MIST are planning to conduct a FDP on "**Basics of Lecture Methods**" on 12<sup>th</sup> January 2017 in our campus. The FDP helps the faculty to equip with innovative ideas and methodologies to make the classroom desirable, effective and exciting for the students. It focuses on the drawbacks of the Indian teaching pedagogy and solutions to the common issues of classroom teaching.

Please grant permission and approve the budget for conducting the Workshop.  
Thank you sir.

Enclosures: 1. Draft copy of proposed Budget

  
P Manju Rani  
Coordinator



Dr. M Panda  
HOD H & S

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The proposed budget:

Sno	Description	Price	Quantity	Amount
1	Printing of Brochures	15	50	750
2	Lunch and snacks	1000	-	1000
3	Certificates for Participants & guest	10	50	500
4	Mementos, Shawls	1000	1	1000
5	Batches	10	15	150
6	Banners	1200	2	2400
7	Miscellaneous	-	-	3000
Total Amount				8800/- (Eight thousand eight hundred only)

  
P Manju Rani  
Coordinator



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**Activity Name: FDP/Seminar/Workshop**

**Title Name: Basics of Lecture Methods**

**Date of Event: 12/01/2017**

**Name of Organizing Department: H&S**

**Name of coordinators : Dr M.Panda**

**Name & Designation of Resource Person: Dr K Kiran Kumar, Professor, MBA Dept**

**Session 1: 10.30am to 12.30 pm**

**Session 2: 2pm to 4pm**

**Workshop Summary :** The FDP helps the faculty to equip with innovative ideas and methodologies to make the classroom desirable, effective and exciting for the students. It focuses on the drawbacks of the Indian teaching pedagogy and solutions to the common issues of classroom teaching. It helps the teacher to maintain control over what is being learned and therefore can ensure that the lesson meets the needs and requirements of the curriculum. Within this methodology the teacher is able to move amongst the class and supply individual feedback while providing extension activities as required.

**Number Of Participates: 30**

*Paul*

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**Document Proof:**

**1. Photo**



**2. Brochure:**

**About the college:**  
As an institute committed to quality education, MIST aims at providing learners with a technology edge. It endeavors to provide educational training to its students to help them evolve as competent professionals in the highly competitive world. Right from its inception in 2004, it has been making trials to meet this objective. A new conviction is emerging in our lives. This new conviction brings with it a new way of working. Millions are already making their lives in the rhythms of innovation.

**About the Department:**  
The Department of H&S equates the thirst of knowledge of students effectively which sets the highest level of competency required by the industry. With its experienced faculty members having excellent academic background, it runs student representative classroom lectures with computer aided demonstration making their learning a rich and rewarding experience.

**About the FDP**  
"Basics of Lecture Method" was organized in the Institute for existing & new faculty members 12-01-2017. Mahaveer Institute believes that continued employment and advancement of faculty members depends upon the growth in teaching practices; thus, there is a need for faculty across all disciplines to understand best instructional practices and the strategies that develop effective teaching behaviors and skills.

**Chief Patrons:**  
Dr. S. Jayachandrababu, Chairman  
Dr. V. Sundaraj Reddy, Secretary

**Patron:**  
Dr. K. S. S. R. N. Reddy, Principal

**Academic Advisor:**  
Dr. H. S. N. Anuradha, Director

**Convener:**  
Dr. K. Haseena, Kumar Reddy, HOD of H&S Dept

**Co-convener:**  
Dr. P. Parth

**Program Coordinators:**  
Mrs. P. Manjira Rani  
Mrs. T.S. Srinivas

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Basics of  
**LECTURE  
METHOD**

DEPARTMENT OF  
HUMANITIES AND SCIENCE

*Paul*