**Indian Institute of Management Indore**

**Programme Name: Managerial Skills for Academicians and Administrators**

**Duration of the programme: 05 days residential programme**

**Programme Dates: 18 – 22 November, 2019**

**Rationale:**

Technical Institutions are undergoing tremendous changes after new policies and changes from regulatory bodies. Information acceleration further added the complexity of the role of the teacher. There are many challenges like shortage of funds, increasing competition from National and international institutions, shortage of skilled and trained faculty, shortage of resources are facing by institutions. On the other hand, there is a pressure on the institutions perform better and take steps so that the maximum placement and quality teaching and learning

There is a demand for quality educational services. At the same time, there is a need to enhance effectiveness and efficiency in using existing resources to make the best students for the industry. There is also pressure on the institutions to become global and also meet local needs. Teachers are the key persons who manage the whole gamut of Education. They carry out a variety of teaching and learning activities, curriculum development, etc.

If teachers devote considerable time and efforts to re-look at the way of using their managerial skills. For teachers, there is a need to sharpen the basic managerial skills like planning, problem-solving, decision-making, leadership, managing stress time, thinking skills, conflicts and managing self. Every teacher is a manager as he is expected to lead and manage a group of learners who are vibrant, enthusiastic, knowledgeable and competent, not managed properly and not given an opportunity to make use of their tremendous potential, they may create a number of problems for the teacher.

**Objectives**

The participants of the workshop will be able to:

* Apply rational problem-solving technique to solve work-related problems
* Adopts decision-making models in given situations
* Describe the concept and need for leadership
* Derive the role of a leader in the present and future context
* Apply leadership style appropriate to the technical education
* Prepare work plan and proposals
* Develop institutional/Departmental strategic plan
* Design educational projects
* Apply conflict resolution strategies to resolve conflicts
* Use stress relieving techniques
* Communicate effectively in the classroom, laboratory, and workshop
* Manage innovations and change effetely
* Manage crises situations using various techniques
* Develop teams to perform the work in teams
* Apply motivational techniques to motivate student for learning.

**Major Outcomes Expected**

The learner will be able to:

* Develop an institutional strategic plan, work plan, proposals, and educational projects.
* Apply conflict resolution strategies to resolve conflicts, stress relieving techniques, time management
* effectively communicate
* Apply the concept of leadership in situations of change, crises, and other managerial aspects.

**Instructional Strategy**

In the training programme the following training strategies will be used:

Interactive Lectures, Input-cum-Discussions; Video recording, Interactive learning, buzz sessions, panel discussion; Assignment - simulated teaching case study, projects, educational games, demonstrations, team teaching, mentoring, e-learning.

**Accommodation**

Participants would be provided accommodation on single occupancy basis, in furnished air-conditioned rooms. Accommodation is on single room basis from noon of the day before the ﬁrst day to noon of the day after the last day of the programme.

**Enquiry**

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