**Annexure – II of ITEC**

**INDIVIDUAL COURSE DETAILS  
Special Programme for Sri Lanka**

**Enhancing leadership skills and managerial skills of School Heads**

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| A. Name of the Institute | **NATIONAL INSTITUTE OF**  **TECHNICAL TEACHERS TRAINING AND RESEARCH**  **TARAMANI, CHENNAI – 600 113, INDIA**  **[An Autonomous Institute under Department of Higher Education, Ministry of Education, Government of India]**  **Taramani, Chennai – 600 113, INDIA.** |
| B. Title of the Course | **Enhancing leadership skills and managerial skills of School Heads** |
| C. Proposed Mode of the Course 1.Offline(Physical - Regular ITEC)  2.Online (e-ITEC)  3.Either Offline(Regular ITEC) or   Online (e-ITEC) | e-ITEC |
| D. Proposed Dates and Duration of the **Course** (in weeks / months) | 16.03.2022 to 29.03.2022 |
| E. Eligibility Criteria for Participants1. Educational Qualification2. Work Experience3. Age Limit 4. Target Group | Educators, Teachers, Ministry Officials, |
| F. Aims & Objectives of the Course | At the end of the programme the participants will be able to   * Recognize focus area and gain clarity * Craft effective communication * Optimize time and resources * Motivate and draw best out of team members * Practice various leadership and Managerial styles * Be emotionally intelligent * Plan smart and efficiently delegate * Develop a Personal Action Plan for Stress Management |
| G. Details of Content of the Program*(Please attach detailed course profile)* | * Introduction to leadership skills * Decision making skills * Communication skills for leaders * Managing teams * Motivating teams * Problem solving skills * Creative leadership * Strategic Management * Time Management * Leadership styles * Behavioral characteristics of a leader * Managerial skills * Conflict / Negotiation skills * Academic leadership * ICT for Leadership * Technology skills for leadership * Role of women in leadership * Stress Management * Emotional Intelligence |
| H. Expected Outcomes | After successful completion of the Program,The trainees will be able to function as anEffective and efficient academic leader. |
| I. Evaluation of Performance of theITEC Participant | The participants will be assessed on aContinuous basis through relevant assignments,and presentations. |
| J. Name of the Department(s) | CEMAS & CRED |
| K. Name of Coordinator(s) | Dr. R. Rajendran Dr. K.S. Giridharan |
| L. Brief Profile / CV of Coordinator | Please refer Annexure - 1 |
| M. Resource persons | Faculty members of NITTTR,Experts from Academic Institutes / UniversitiesIndustry experts |

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