

## ABOUT THE COLLEGE

Ramco Institute of Technology was started in the year 2013 by our former Chairman Shri. P.R. Ramasubrahmaneya Rajha with a vision "To evolve as an Institute of international repute in offering high-quality technical education, Research and extension programmes in order to create knowledgeable, professionally competent and skilled Engineers and Technologists capable of working in multi-disciplinary environment to cater to the societal needs". Our chairman Shri.P.R.Venketrama Raja, continues to carry forward the mission started by his visionary father.

### Vision

To evolve as an Institute of international repute in technical education, research and extension activities in order to create knowledgeable and able Engineers and Technologists to cater to the needs of our developing country.

### Mission

To accomplish its unique vision, the Institute has a far-reaching mission that aims:

- To offer higher education in engineering and technology with highest level of quality and ethical standards at an affordable cost;
- To equip the students with up-to-date knowledge, wisdom, creativity and passion for innovation, and life-long learning skills;
- To constantly motivate and involve the students and faculty members in the education process for continuously improving their performance to achieve excellence.

### Quality Policy

RIT aims to impart Quality Education in Engineering and Technology through an effective teaching-learning process, up-gradation of facilities and human resources, collaborating with Industry for promoting training and placement, research and consultancy activities with a commitment to continual improvement of Quality Management System.

## COURSE OBJECTIVE

Make all participants understand the importance of team and team building.

### COURSE OUTLINE

The contents of this course are designed to support the course objectives.

The following focus areas are included in this course:

- Module 1: What is a Team?
- Module 2: Advantages and Disadvantages of the team and the Team members
- Module 3: Communication within Team for effective meetings, Johari window and regular communication with peers and boss.
- Module 4: Team Goals : Individual goals, Team short term goals, Team long term goals
- Module 5: Delegation : Why?, Advantages, Setting targets and measuring achievements, Benefits of delegation for the manager
- Module 6: Motivating your team : Theories. Building motivational skills
- Module 7: Resolving Team Conflicts : Identifying conflict, Solving conflict
- Module 8: Building Team Dynamics, Equalizing Participation, Polling, Group discussions, Enable Active listening, Provide performance enablers
- Module 9: Celebrating Success : Celebrate team's success
- Module 10: More Tips : No surprise || Rule Using authority properly Don't be Partial

## THREE DAY FACULTY DEVELOPMENT TRAINING PROGRAMME

on

**TEAM BUILDING**  
in association with

**ICT ACADEMY  
of  
TAMIL NADU**

18<sup>th</sup> - 20<sup>th</sup>

NOVEMBER, 2019

**ICT ACADEMY**  
Innovate... Collaborate... Educate...



**RAMCO INSTITUTE OF TECHNOLOGY**  
(An NAAC ACCREDITED and ISO 9001:2015 CERTIFIED  
INSTITUTION)

North Vengannallur Village

Rajapalayam - 626 117

Tel: +91 4563 233400, 233415

Website : [www.ritrjpm.ac.in](http://www.ritrjpm.ac.in)

## WHO CAN ATTEND

Faculty Members from Engineering, Arts and Science and Management Studies.

## REGISTRATION

- There is no registration Fee.
- Preference will be given to young & dynamic faculty members.
- Tea & lunch will be provided.
- No TA/DA will be provided.
- Accommodation will be provided for outstation candidates in College hostels, based on availability and request with chargeable basis.
- Certificates will be issued to the candidates who attend all sessions.
- Faculty members need to bring the filled registration form forwarded by the Head of the Institution.
- Register through online mode in the ICT Academy website <http://www.ictacademy.in/pages/Events.aspx> or scan the QR code.



## Resource Persons :

Technical Experts from ICT Academy of Tamil Nadu, Chennai.

## Important Dates:

Registration Dead Line : 16.11.2019  
Confirmation by Participants : Through email

## For further Information Contact - ICT Academy

**Mr.S.Muralirajan,**

Relationship Manager - College Initiatives  
ICT Academy | An Initiative of Govt of India,  
State Govt and Industry , ELCOT Complex, 2-7  
Developed Plots | Industrial Estate | Perungudi  
Chennai - 600 096 | Tamil Nadu | India  
Ph: [7338881067] [www.ictacademy.in](http://www.ictacademy.in)

## Registration form for Faculty Development Training Programme on TEAM BUILDING

in association with

**ICT ACADEMY of TAMIL NADU**

**18<sup>th</sup> - 20<sup>th</sup> November, 2019**

Name: \_\_\_\_\_

Name of the Institution : \_\_\_\_\_

Gender : \_\_\_\_\_

Department : \_\_\_\_\_

Educational Qualification : \_\_\_\_\_

Address for

Correspondence: \_\_\_\_\_

E- Mail ID : \_\_\_\_\_

Contact No : \_\_\_\_\_

Accommodation required (Yes / No) : \_\_\_\_\_

**Applicant's Signature :**

**Signature of Head of the Institute with Seal :**

## ORGANIZING COMMITTEE

**Chief Patron** : **Shri.P.R.Venketrama Raja**  
Chairman, Ramco Group.

**Chair** : **Dr.L.Ganesan**  
Principal  
Ramco Institute of Technology,  
Rajapalayam  
**Dr. S. Rajakarunakaran**  
Vice- Principal  
Professor and Head  
Dept. of Mechanical Engineering

**Convenor** : **Dr.K.Vijayalakshmi**  
Institute ICT Academy Coordinator  
Professor and Head  
Dept. of Computer Science and  
Engineering

**Co-ordinators** : **Mr. J. Jerold John Britto**  
Assistant Professor (Sr.Gr)/Mech  
Contact Number: 9843763682  
**Mrs. B. Vijayalakshmi,**  
Assistant Professor (S.G) / CSE  
Contact Number : 9597375149

**Venue** : **CAD Laboratory**  
Dept. of Mechanical Engineering

**For further Information Contact - RIT**  
**Mrs. B. Vijayalakshmi, AP(Sr.Gr.)/CSE**  
Ramco Institute of Technology,  
Rajapalayam - 626 117  
Email : [vijayalakshmi@ritrjpm.ac.in](mailto:vijayalakshmi@ritrjpm.ac.in)  
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