
ONLINE TRAINERS' TRAINING PROGRAMME ON EMPLOYABILITY, ENTREPRENEURSHIP AND LIFE SKILLS FOR ITI VOCATIONAL TRAINERS OF BIHAR

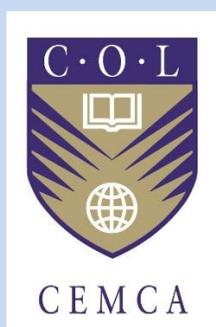
5 January – 8 January 2021

: Organized By :



**The National Institute for Entrepreneurship & Small Business
Development (NIESBUD)
Ministry of Skill Development and Entrepreneurship, Govt. of India**

In Collaboration With



Commonwealth Educational Media Centre for Asia (CEMCA)

About the Programme

There has been a great deal of emphasis on developing entrepreneurship in the country to promote first generation entrepreneurs. Realizing the effective role of entrepreneurship in the process of industrialization in the developed countries, India and others developing nations viewed this as an effective measure to develop entrepreneurship to promote national production, balanced regional development, and dispersal of economic power and provide better employment opportunities.

It was stressed by researchers that the economic backwardness of a region might be attributed largely to inadequacy of the supply of entrepreneurship in the region. If this deficiency can be removed by developing entrepreneurship, the problem of unemployment will be solved and the region will be able to compete with the rest of the country. Moreover, it is a fact that the youth (18-35 age) contribute Forty percent (40%) of the total population of India. Therefore, it is important to encourage youth to take up entrepreneurship as a career for the growth and development of the country. Over the past few years, the government through various ministries has launched various skill development training programmes in the Country and tried to develop and enhance the skills of youth, so that they may be easily getting the employment in the market. The 2009 Skill and Entrepreneurship Development Policy clearly specified that skills-related training should become outcome-focused and linked to jobs and employability.

The vision of the national policy is over all human resource development and outcome in the form of enhancing their skills and ability according to the demand of industries. This will enhance the employment opportunities for the youth of the country. But again the question arises as the employability scenario; to how much skill youths can be observed by the Industries or by market. The Directorate General of Training (DGT) is acting as a catalyst in developing and enhancing the Skill of the youths according to the need of the industries.

Under this mission, the Ministry of Skill Development and Entrepreneurship has taken the initiative of promoting and spreading the Entrepreneurship Culture by including Entrepreneurship in the Skill training Programmes. NIESBUD has been conducting the Trainers Training Programmes on Employability, Entrepreneurship and Life skills for the trainers of ITIs on a regular basis and has received an overwhelming response from the participants. The ToT developed by NIESBUD for the trainers of ITIs is an attempt to orient trainers on Entrepreneurship. The purpose of the ToT is to build the capacity of the trainers, so that they will be able to encourage, guide, and motivate the ITI Trainees from the very initial stages of the program towards entrepreneurship & self-employment.

The Institute has taken the initiative to start online training programme for the trainers of ITIs in collaboration with Commonwealth Educational Media Centre for Asia (CEMCA). The outcome of this training will be that the Trainers will enhance their skill on entrepreneurship and will be able to give proper Counseling and guidance to the students who want to set up their enterprises.

Objective

The objectives of this training programme are:

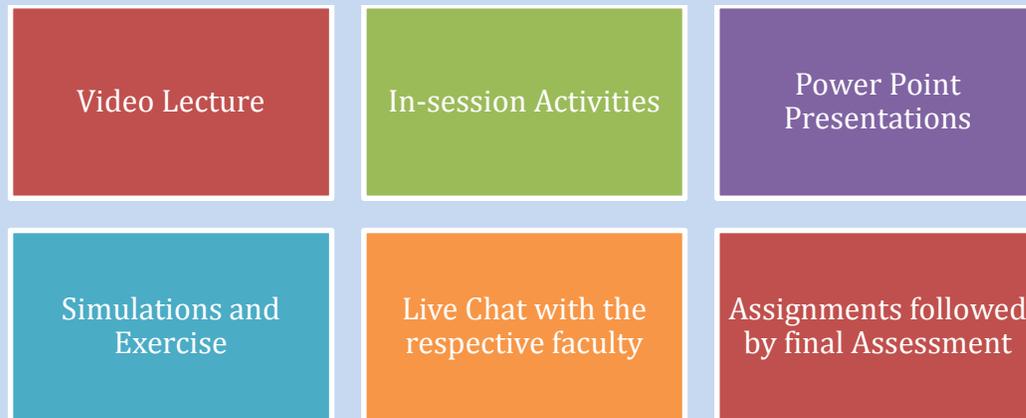
- To impart Knowledge on Entrepreneurship;
- To upgrade the knowledge and skills of the participants on Entrepreneurial Motivation;
- To acquaint the participants about entrepreneurial opportunities;
- To make aware the participants about the entrepreneurial support ecosystem;
- To impart knowledge about basic management skills;
- To impart knowledge to participants on selecting the suitable entity for their enterprise;
- To impart knowledge and skills to participants on essential elements required for preparation of project report.

Course Contents



Programme Methodology

The programme methodology will consist of lecture, discussions, exercises, case studies and assignments. The training methodology will employ a Facilitated Learning Approach. It will be a mix of facilitator led courses which will have in-house and practical activities along with self-learning sessions.



Session Plan

The sessions will focus on the knowledge, skill, attitude and practice framework to bring about the desired change. The sessions are designed keeping in mind the role of ITI Trainers in the entrepreneurship ecosystem. The session will cover broader aspects of entrepreneurship, entrepreneurial motivation, and supporting nano and micro enterprise, networking and leveraging other government schemes and policies of supporting entrepreneurship, effective liaisoning with banks for loans, preparation of business plan and management of enterprise. The sessions for the programme are:

SESSION	Faculty	SESSION DETAILS
MICRO LAB	Ms. Rekha Bhardwaj Senior Advisor, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on how to conduct micro lab .The session will help them introduce themselves to the other participants when participants don't know each other. The micro lab is the most effective tool to begin to engage the interest and encourage the participation of attendees in a meeting or a training or team building session. By the end of the session, the

		participants will be able to understand that a well-selected icebreaker makes people comfortable enough to speak up.
WHY ENTREPRENEURSHIP - CONCEPT AND IMPORTANCE	Dr. Poonam Sinha Director-EE, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on importance of entrepreneurship in education .The session will help the participants to understand why it is important to integrate entrepreneurship in education system. By the end of this module, the trainees would be able to understand that entrepreneurship education aids students from various socioeconomic backgrounds to think outside the box and nurture unconventional talents and skills. It creates opportunities, ensures social justice, instills confidence and stimulates the economy.
LIFE SKILLS AND EMPLOYABILITY	Mr. Amit Singh Advisor, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on life skills and employability .The session will help the participants to understand the life skills and employability through various behavioral exercises. The trainees would be able to understand that Life skills are abilities for adaptive and positive behavior that enable humans to deal effectively with the demands and challenges of life. Employability Skills will help understand the skills that makes a student employable, besides Hard Skills, Employability skills play an important role in building professional careers.

ENTREPRENEURIAL MOTIVATION (EMT)	Ms. Rekha Bhardwaj Senior Advisor, NIESBUD	<p>Entrepreneurship motivation is a practical laboratory consists of scientifically design behavioral exercises where participant will get an opportunity to analyze self through learning from feedback approach, also get the opportunity to manage self. The behavioral exercises on entrepreneurial motivation in Individual and group will motivate the participants to take up entrepreneurship as a career. The session objective is to upgrade the knowledge and skills of the participants on entrepreneurial motivation .The session will help the participants to understand the process of transforming an ordinary individual to a powerful businessman, who can create opportunities and helps in maximizing wealth and economic development.</p>
CHARACTERSTICS OF AN ENTREPRENEUR	Dr. Poonam Sinha Director-EE, NIESBUD	<p>The session objective is to upgrade the knowledge and skills of the participants on characteristics of an entrepreneur. The session will help the participants to understand the different characteristics through various behavioral exercises and case studies. The trainees would be able to understand what are the different characteristics required to become an entrepreneur by the end of this module.</p>
BUSINESS OPPORTUNITY IDENTIFICATION	Mr. Amit Singh Advisor,NIESBUD	<p>The session objective is to empower the trainees with the knowledge and skill which will help them to train and orient their students towards Entrepreneurship. This session helps the participant to upgrade their knowledge and skills on how to identify a viable business IDEA and</p>

		transform it into an OPPORTUNITY. The module is activity based and by the end of this module, the trainee would be able to understand and acquire knowledge on the steps to logically identify an opportunity and understand how the same needs to be further explored and transformed into an Entrepreneurial Venture.
ENTREPRENEURSHIP SUPPORT ECO-SYSTEM	Mr. B. S. Sajwan Chief Consultant, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on entrepreneurship support eco system. The session will help the participants to understand the role of entrepreneurship support and enabling eco system for promoting entrepreneurship in the country. The trainees would be able to understand that entrepreneurship ecosystem is the social and economic environment affecting local or regional entrepreneurship by the end of this module.
DIGITAL & FINANCIAL LITERACY	Mr. Prabhakar Bahuguna Chief Consultant, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on digital literacy. The session will help the participants to understand the role digital literacy for promoting entrepreneurship in the country. The trainees would be able to understand that digital literacy refers to an individual's ability to find, evaluate, and compose clear information through writing and other media on various digital platforms by the end of this module.
HEALTH HABIT, HYGIENE AND SAFETY	Mr. Arun Bahadur Chand	The session objective is to upgrade the knowledge and skills of the participants on health, habit, hygiene and safety. The session will help the

	Chief Consultant, NIESBUD	participants to understand the important role of health, habit, hygiene and safety for starting and running an enterprise. The trainees would be able to understand health habit, hygiene and safety measures to be adopted by the enterprise by the end of this module.
AN OVERVIEW OF MARKET SURVEY	Mr. B. S. Sajwan Chief Consultant, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on market survey. The session will help the participants to understand the different methods of market survey for starting an enterprise. The trainees would be able to understand that market surveys collect data about a target market such as pricing trends, customer requirements, competitor analysis, and other such details by the end of this module.
TYPES OF ENTERPRISES	Mr. P. K. Arora Senior Advisor, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on types of enterprises .The session will help you understand different types of legal entity which may be formed for running and starting an enterprise. By the end of this module, the trainee would be able to understand that there are several types of enterprise, each one distinguished by its legal ownership.
PROCEDURE AND FORMALITIES FOR BANK FINANCE	Mr. P. K. Arora Senior Advisor, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on procedure and formalities for bank finance. The session will help in gaining knowledge on step by step procedure and formalities which are required for seeking loan from the banks or

		financial organization. The trainee would be able to understand the policy and guidelines adopted by a bank and lending process in a systematic and methodical manner by the end of this module.
BUSINESS PLAN	Mr. P. K. Arora Senior Advisor, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on business plan. The session will help participants to understand different components of business plan. By the end of this module, the trainee would be able to understand that a business plan is a written document describing the nature of the business, the sales and marketing strategy, the financial background and contains a projected profit and loss statement.
ENTERPRISE MANAGEMENT	Mr. D. K. Singh Chief Consultant, NIESBUD	The session objective is to upgrade the knowledge and skills of the participants on enterprise management. The session will help the participants to understand the different steps of enterprise management. The trainees would be able to understand that Enterprise management is a term used for businesses to manage vital day-to-day processes such as inventory management, accounting, human resources and customer relationship management by the end of this module.

Assignments

The Participants will be given Day wise assignments for the sessions covered on a particular Day. Assignments carry weightage of 30% in the final assessment.

Assessment

The participants will be required to undertake online assessment at end of programme. The assessment will of 30 minute duration in which the participants will be administered with multiple choice questions based on the course syllabus. Assessment carry weightage of 70% in the final assessment.

NB: The online exam will be conducted at the end of the programme. The certificate will be issued based on assessment. The participants who will score above sixty percent (including Assignment and Final Assessment) will be eligible for getting the certificate.

Conduct of Programme

NIESBUD will conduct the programme through Zoom Platform. The link for joining the programme will be shared with the Participants before commencement of the programme.

Registration Link

<http://niesbudtraining.in/Programs/Default.aspx?ProgramID=2539>

Programme Schedule

ONLINE TRAINER'S TRAINING PROGRAMME ON EMPLOYABILITY, ENTREPRENEURSHIP & LIFE SKILLS				
PROGRAMME SCHEDULE				
Day	Session	Timing	Topic	Faculty
05.01.2021	I	11.00 – 11.05	Program Inaugural Address & Program overview	Dr Poonam Sinha Director – EE, NISBUD
	II	11.05 – 11.15	Programme Introductory Remarks	Prof. Madhu Parhar Director, CEMCA
	III	11.15 – 11.45	Micro lab	Ms Rekha Bhardwaj Senior Advisor, NIESBUD
	IV	11.45 – 12.15	Why Entrepreneurship – Concept & Importance	Dr Poonam Sinha Director – EE, NISBUD
	V	12.15 – 13.15	Life Skills/ Employability Skills	Mr Amit Singh Advisor, NIESBUD
		13.15 – 14.00	BREAK	
	VI	14.00 – 15.00	Health, habits, Hygiene and Safety	Mr Arun Bahadur Chand Chief Consultant, NIESBUD
06.01.2021				
	I	11.00 – 12.00	Entrepreneurial Motivation	Ms Rekha Bhardwaj Senior Advisor, NIESBUD
	II	12.00 – 13.00	Characteristics of an Entrepreneur	Dr Poonam Sinha Director – EE, NISBUD
		13.00 – 14.00	BREAK	
	III	14.00 – 15.00	Business Opportunities Identification	Mr Amit Singh Senior Advisor, NIESBUD
07.01.2021				
	I	11.00 – 12.00	Entrepreneurship Support Ecosystem	Mr B S Sajwan Chief Consultant, NIESBUD
	II	12.00 – 13.00	Digital Literacy & Financial Literacy	Mr Prabhakar Bahauguna Chief Consultant, NIESBUD
		13.00 – 14.00	BREAK	
	III	14.00 – 15.00	Types of Enterprises	Mr P K Arora Senior Advisor, NIESBUD
08.01.2021				
	I	11.00 – 12.00	An Overview of Market Survey	Mr B S Sajwan Chief Consultant, NIESBUD

	II	12.00 – 13.00	Procedures & Formalities for Bank Finance; Preparation of Business plan	Mr P K Arora Senior Advisor, NIESBUD
		13.00 – 14.00	BREAK	
	III	14.00 – 15.00	Enterprise Management	Mr D K Singh Chief Consultant, NIESBUD
	IV	15.30 – 16.00	Online Assessment	Mr P K Arora Senior Advisor, NIESBUD Dr Saurabh Consultant, NIESBUD
	V	15.00 – 15.30	Programme Feedback & Valedictory Remarks	Prof. Madhu Parhar Director, CEMCA; Dr Poonam Sinha Director – EE, NISBUD

About NIESBUD



The National Institute for Entrepreneurship and Small Business Development is a premier organization of the Ministry of Skill Development and Entrepreneurship, engaged in training, consultancy, research, etc. in order to promote entrepreneurship and Skill Development. The major activities of the Institute include Training of Trainers, Management Development Programmes, Entrepreneurship-cum-Skill Development Programmes, Entrepreneurship Development Programmes and Cluster Intervention. NIESBUD has provided training to 12,24,433 persons as of March 31, 2020 through 46438 different training programmes since inception. This includes 5011 international participants hailing from more than 145 countries throughout the globe.

About Commonwealth Educational Media Centre for Asia (CEMCA) – Sponsoring Agency for the Programme

In response to needs expressed by the Commonwealth countries of the Asian region for a more effective utilization of educational media resources for Distance Education, the Commonwealth of Learning (COL) established Commonwealth Educational Media Centre for Asia (CEMCA) in the year 1994. CEMCA, under a host country agreement signed between COL and Government of India (GoI) in 1998, has its headquarter in New Delhi. The GoI notified CEMCA as a diplomatic mission under section 3 of the United Nations (privileges and immunities) Act, 1947 (46 of 1947) vide The Gazette of India, Extraordinary, Part II, Section 3, Sub-section (ii) dated 10 February 2000.

Of all the issues related to youth, the lack of employment stands out due to its grave ripple effect. It makes youth unproductive, dampens aspirations and poses great risk on critical national economic and social development goals. While employment has conventionally been seen as a consequence of higher education, this has served little purpose in a broken formal education system where the majority of the youth does not conclude formal education. In such a scenario – “Skilling” is seen as the only tool which has the ability to transform the demographic disaster to demographic dividend. It is absolutely imperative that we have a system in place that systematically skills a person and produces appropriately skilled youth in sync with their cultural context, aspirations and the demand of the market.

From 2015-2021, CEMCA intends to achieve the following –

- Enhance the technical and vocational skills of 80,000 youth from marginalized groups (50% of them women) in four Commonwealth countries through counselling, ODL/ FaB model and networking in atleast 12 industry sectors including environment and energy.
- Improve the employability, productivity and entrepreneurship of atleast 20,000 youth.
- Support 15 institutions improve their capacity to leverage gender responsive ODL/FaB model and increase access to learning.

For Details Contact

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