



**Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA**  
**Centre for Public Administration**  
**Induction Training Programme(ITP) for Junior Assistants of Telangana State**  
**From 15.11.2021 to 08.12.2021 (Cycle-8:Batch -18)**  
**Week-2**  
**Tentative Session Plan**  
**Course Coordinator: Dr.K.Suresh Kumar**

Session Plan							
				22.11.2021 to 28.11.2021			
TIME	Monday 22	Tuesday 23	Wednesday 24	Thursday 25	Friday 26	Saturday 27	Sunday 28
09.30am - 10.25am	Time Management Dr.K.Suresh Kumar, Jr.Faculty , Dr.MCR HRDIT	Pension Rules Sri.M.Shankaraiah,Accounts Officer(Retd.), Dr.MCR HRD IT	District Office Manual(DOM) Sri D.Shiva Prasad Faculty(Retd.) Dr.MCRHRDIT	District Office Manual(DOM) Sri D.Shiva Prasad Faculty(Retd.) Dr.MCRHRDIT	District Office Manual(DOM) Sri D.Shiva Prasad Faculty(Retd.) Dr.MCRHRDIT	SPORTS	SPORTS
10.25am - 11.20am							
11.20am - 11:35am	TEA BREAK	TEA BREAK	TEA BREAK	TEA BREAK	TEA BREAK	TEA BREAK	TEA BREAK
11:35am - 12:30pm	Leader Ship & Team Building Dr.K.Ramesh Founder & Chairman CHSS	Pension Rules Sri.M.Shankaraiah,Accounts Officer(Retd.), Dr.MCR HRD IT	District Office Manual(DOM) Sri D.Shiva Prasad Faculty(Retd.) Dr.MCRHRDIT	Land & People of Telangana A.K.Goel, IAS (Retd.)	District Office Manual(DOM) Sri D.Shiva Prasad Faculty(Retd.) Dr.MCRHRDIT	SPORTS	SPORTS
12.30pm - 01:25pm							
01.25pm- 02.30pm	LUNCH BREAK						
02.30pm- 03.25pm	ENGLISH-10 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ENGLISH-13 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ICT	ICT	Compassionate Appointment Sri PVS Pathanjali Asst.Accounts Officer Dr.MCR HRDIT	SPORTS	SPORTS
03.25pm- 03.40pm	TEA BREAK				TEA BREAK		
03.40pm - 04.35pm	ENGLISH-11 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ENGLISH-14 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ICT	ICT	Compassionate Appointment Sri PVS Pathanjali Asst.Accounts Officer Dr.MCR HRDIT		
04.35pm - 05.30pm	ENGLISH-12 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ENGLISH-15 Sri.A.Laxmana Rao Govt Teacher(Retd.)	ICT	ICT	Compassionate Appointment Sri PVS Pathanjali Asst.Accounts Officer Dr.MCR HRDIT		
Venues	Class Room No: 028, Ground Floor, Admn. Block Tea Break : 11.20-11.35 AM& 3.25-3.40 PM Lunch Break :1.25-2.30 PM				Yoga: From 6:00 - 6:45 am, Venue: Vivekananda Hall / Ramadas Rangastali		
	Computer Lab No:116 & 123				Games: 06.00 pm to 07.00 pm		
Dr.K.Suresh Kumar Jr. Faculty Course Coordinator				Dr.Madhavi Ravulapati Assoc. Prof. of Law & Head-CPA Course Director			