

Programme on
e-Learning and Digital Education
September 24 -26, 2018



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

INTRODUCTION

Technology is leading to a revolution in the way we learn. It is helping to solve the problems of scale, quality of education and learnability of the student. e-learning is the use of electronic educational technology in learning and teaching. It refers to the use of modern tools such as computer digital technology, internet, electronic media, social media, etc. Internet has become a utility which is available at all work places, homes and public places. With paucity of time at the hands of the managers to go for structured courses, internet is becoming a popular media to deliver courses. Massive Open Online Courses (MOOCs) are becoming a hugely popular method of continuing education. India is the second biggest market for MOOCs in the world, after the USA. Indian Government has launched SWAYAM as a MOOC Platform.

PROGRAMME OBJECTIVES

The purpose of the proposed training programme on e-learning and digital education is to enhance the capacities of the participants in:

1. Acquiring knowledge on the contemporary practices in learning and development.
2. Gaining better understanding of Internet and Social Media as a medium of learning and education
3. Appreciating the issues involved in transformation from conventional classroom training to e-learning including blended learning.
4. Providing exposure to the various educational technology tools and their suitability in various contexts.
5. Analysing the options to choose appropriate technologies and delivery models for implementation of e-learning in an organisational context.
6. Preparing organisations to face the challenges involved in implementing e-learning and digital education.

PROGRAMME CONTENTS

1. The proposed programme will discuss the various options and tools available for e-learning and will offer an integrated perspective of the transformation technology that can bring the processes of learning in organisations.
2. Accordingly the programme will cover:
 - Contemporary practices in learning and development
 - Internet and social media
 - Social media for learning
 - Learning management systems
 - Distance learning and MOOCs
 - Educational technology tools (Synchronous & Asynchronous)
 - Game based learning and simulation
 - Assessment and examination
 - Insights from educational psychology
 - Intranet and Knowledge Management

PEDAGOGY

- Lectures by faculty drawn from ASCI, educational institutions & e-learning experts.
- Demo of e-learning solution
- Theme based group discussions
- Experience-sharing, participating and interactive learning.
- Group exercises, videos and case studies

WHO SHOULD PARTICIPATE

This programme is aimed at training managers, learning and development managers, IT Professionals involved in building knowledge management systems and educationists.

The course does not assume any prior knowledge or expertise in designing, developing or implementing e-learning systems.

Organisational sponsorship is essential

PROGRAMME OUTCOME

It is envisaged that at the end of the programme, participants would gain awareness and better understanding of the requirements of implementing e-learning and digital education in organisations.

It is also expected that they would receive sufficient inputs on educational technology tools and processes so as to make an informed choice for their organisations.

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College. The College Campus of the college is WiFi enabled in a comprehensive way.

DURATION

The programme duration is from September 24-26, 2018. The participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Rs. 34,000/- (US \$690 for foreigners) plus GST as applicable, presently 18% per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs.28,000/- plus GST as applicable, presently 18% per participant. The fee covers tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account before September 20, 2018.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (Prg/18-19/1/40) to income@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants :

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number	62090698960
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBBH04
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Rajbhavan Road, Somajiguda, Hyderabad - 500 082.
Nostro Account (Optional)	6550992180

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalisation.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is September 17, 2018. Kindly contact Programmes Officer for further information(contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

September 18, 2018. Any withdrawals after this date will entail forfeiture of fee paid.

ASCI ALUMNI ASSOCIATION

Participants of College programmes will automatically become members of ASCI Alumni Association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the Programme.

Programme Director

Prof. G. Mohan

E-mail: gmohan@asci.org.in

ASCI MANAGEMENT DEVELOPMENT PROGRAMMES FOR 2018-19

MANAGEMENT DEVELOPMENT PROGRAMMES

General Management Program for Senior Executives –
Session - July Session
Advanced Management Program (Study Tour)

16-Jul-18 10-Aug-18
30-Jul-18 10-Aug-18
9-Sep-18 23-Sep-18
26-Nov-18 30-Nov-18
03-Dec-18 07-Dec-18

Program for Young Managers
MDP for Women Executives
General Management Program for Senior Executives –
Session – January Session

07-Jan-19 01-Feb-19

BUSINESS COMMUNICATION

Leadership through Self-Discovery
Individual Excellence for Organizational Effectiveness
Leadership Skills Development
Communication Skills for Managers
Managing Creativity & Innovation

25-Jul-18 27-Jul-18
26-Nov-18 30-Nov-18
17-Dec-18 21-Dec-18
21-Jan-19 25-Jan-19
04-Mar-19 06-Mar-19

ECONOMICS

Financial Systems, Management and Accountability in Government
Assessment and Monitoring of Business Performance
Creating Development Roadmap for India through Sustainable
Development Goals: Vision 2030

26-Nov-18 30-Nov-18
21-May-18 23-May-18
05-Sep-18 07-Sep-18

ENERGY

Regulating Electricity Tariffs and Related Issues
Renewable Energy Regulation
Smart Grid Technology and its Application in Power Sector

17-Sep-18 21-Sep-18
21-Jan-19 23-Jan-19
10-Dec-18 12-Dec-18

ENVIRONMENT

Environmental Impact Assessment for Projects
SDGs and Climate change: Opportunities and challenges of
adaptation and mitigation
Climate Change Adaptation and Disaster Risk Reduction
Sewage Treatment Plants – Design Principles O&M Practices

11-Jun-18 13-Jun-18
03-Dec-18 05-Dec-18
04-Feb-19 06-Feb-19
07-May-18 09-May-18

FINANCE

Finance for Non-Finance Executives
Infrastructure Financing
Entreprise Risk Management
Strategies for Cost Leadership
Advanced Financial Management

10-Dec-18 12-Dec-18
19-Nov-18 23-Nov-18
04-Feb-19 07-Feb-19
23-Jan-19 25-Jan-19
11-Feb-19 13-Feb-19

HEALTH CARE MANAGEMENT

Certificate Course in Health Care Quality

28-Nov-18 30-Nov-18

HUMAN RESOURCES DEVELOPMENT

Best Practices and Innovation in Health Care Delivery
Ensuring Health Care Quality: Risk Management and Innovation
Educational Leadership for Senior Officials of Universities/
Educational Institutions
Program on Ethics and Values in Administration
Program for Enhancing Skills of Young Women Professionals
Programme on Conflict Management and Negotiation Skills
Programme on Building and Leading Effective Teams
Enhancing Managerial Effectiveness
Personal Effectiveness
Leading with Emotional Intelligence
Positive Organizational Behaviour
Decision Making for Effective Leadership
Managing Recruitment, Selection and Induction
Team Dynamics: Activity Based Approach
HR Analytics
HR Audit and Analytics

14-Nov-18 16-Nov-18
16-Jan-19 18-Jan-19
06-Jun-18 08-Jun-18
20-Jun-18 22-Jun-18
24-Sep-18 28-Sep-18
10-Dec-18 12-Dec-18
04-Feb-19 08-Feb-19
23-Jul-18 25-Jul-18
17-Sep-18 19-Sep-18
22-Oct-18 26-Oct-18
04-Feb-19 06-Feb-19
18-Feb-19 20-Feb-19
07-May-18 09-May-18
10-Dec-18 14-Dec-18
11-Jun-18 13-Jun-18
03-Sep-18 05-Sep-18

Effective Trade Union 05-Nov-18 09-Nov-18
Leadership Engagement and Development 10-Dec-18 14-Dec-18
Enhancing Interpersonal Effectiveness through Transactional Analysis 18-Feb-19 20-Feb-19
Strategic Human Resource Management with International Study Tour 11-Mar-19 23-Mar-19

INFORMATION TECHNOLOGY

e-Procurement
Research Excellence in Organizations
E-learning and Digital Education
Strategic R & D Management
Leveraging Big Data and Analytics

25-Jun-18 27-Jun-18
08-Aug-18 10-Aug-18
24-Sep-18 26-Sep-18
10-Dec-18 12-Dec-18
19-Dec-18 21-Dec-18

INFRASTRUCTURE DEVELOPMENT

Housing for All: Attaining the National Agenda
Urban Infrastructure Project Preparation and Management
Urban Infrastructure Project Preparation and Management

21-Jun-18 23-Jun-18
27-Sep-18 29-Sep-18
07-Feb-19 09-Feb-19

LAND ACQUISITION, RESETTLEMENT AND REHABILITATION

Corporate Social Responsibility:
Need Identification to Impact Assessment
Effective Land Acquisition, Resettlement and Rehabilitation
Index-based Crop Insurance-Concepts, Design and Implementation

09-Jul-18 13-Jul-18
24-Sep-18 28-Sep-18
17-Dec-18 19-Dec-18

MARKETING

Customer Centric Brand Management
High Impact Sales Management
Creating Social Value Through Corporate Social Responsibility

04-Oct-18 06-Oct-18
10-Dec-18 15-Dec-18
14-Jan-19 16-Jan-19

OPERATIONS

Procurement Procedures for World Bank Aided Projects
Inventory Management
Project and Contract Management
Procurement Procedures for World Bank Aided Projects
Materials and Supply Chain Management
Project and Contract Management
Procurement Procedures for World Bank Aided Projects

16-Jul-18 27-Jul-18
30-Jul-18 01-Aug-18
24-Sep-18 28-Sep-18
19-Nov-18 30-Nov-18
03-Dec-18 07-Dec-18
07-Jan-19 11-Jan-19
11-Feb-19 22-Feb-19

PUBLIC POLICY GOVERNANCE AND PERFORMANCE

SDGs and Good Governance

25-Mar-19 29-Mar-19

POVERTY STUDIES AND RURAL DEVELOPMENT

Capacity Building Program on Rural Industrial Development and
Entrepreneurship

07-Jan-19 11-Jan-19

STRATEGIC MANAGEMENT

Developing Strategic Mindset for Functional Managers
Creating Progressive Boards
Driving performance through Transformational Leadership

23-Jul-18 27-Jul-18
17-Sep-18 19-Sep-18
18-Feb-19 22-Feb-19

URBAN GOVERNANCE

Integrated Solid Waste Management
Towards Universal Sanitation in Urban Areas
Public Private Partnership in Urban Infrastructure and Service Delivery
Change Management for Achieving Continuous Water Supply (24/7)
For All In Urban Areas
Faecal Sludge Septage Management
International Certification Programme – Change Management
for Achieving Continuous Water supply for All in Urban Areas -
(India : Jerusalem and Tel Aviv, Israel)
Creating and Managing Digital Presence
Water Sanitation and Hygiene in Schools
Non-Revenue Water and Water Loss Control Management:
Smart Solution for Indian Cities
Infrastructure Planning and Implementation for Smart Cities
Towards Zero Waste- Decentralised Solid Waste Management

16-Apr-18 18-Apr-18
11-Jun-18 13-Jun-18
09-Aug-18 11-Aug-18
29-Nov-18 01-Dec-18
21-Jan-19 23-Jan-19
21-Jun-18 23-Jun-18
21-Jun-18 23-Jun-18
09-Jul-18 11-Jul-18
19-Sep-18 21-Sep-18
28-Jun-18 30-Jun-18



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-040-23324365

Phone : 0091-40-66534247, 66533000, Mobile: 9246203535

Fax : 0091-40-66534356, E-mail: poffice@asci.org.in

Delhi Campus

C-24, Institutional Area

South of IIT, Behind Kutub Hotel

New Delhi - 110 016

Phone Nos: 011 - 26962204, 26961750, 26961850

Website : <http://www.asci.org.in>



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Fax : 0091-40-66534356, email: poffice@asci.org.in, URL: <http://www.asci.org.in>

May 24, 2018

Prof. G. Mohan
Programme Director

Dear Sir/Madam,

**Programme on
e-Learning and Digital Education
(September 24 - 26, 2018)**

Technology is leading to a revolution in the way we learn. It is helping to solve the problems of scale, quality of education and learnability of the student. e-learning is the use of electronic educational technology in learning and teaching. It refers to the use of modern tools such as computer digital technology, internet, electronic media, social media, etc. Internet has become a utility which is available at all work places, homes and public places. With paucity of time at the hands of the managers to go for structured courses, internet is becoming a popular medium to deliver courses. In the last 5 years Massive Open Online Courses (MOOCs) are becoming a hugely popular method of continuing education. India is the second biggest market for MOOCs in the world, after the USA. Government of India launched SWAYAM as a MOOC Platform.

I therefore invite you to nominate training managers, learning and development managers, IT Professionals involved in building knowledge management systems and educationists in your organisation. I am sure they will find the programme beneficial and rewarding.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee's Medical coverage in the event of hospitalisation.

With best regards,

Yours Sincerely,

G. Mohan

Encl: Programme Brochure & Nomination form



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

**Nomination Form
Programme on
e-Learning and Digital Education
September 24 -26, 2018**

Nominee's Contact Information

Name (Mr/Ms) _____	Date of Birth : _____
Designation : _____	Qualification : _____
Organisation : _____	
Address : _____	
Phone(s) : Office: _____	Mobile: _____ Home: _____
e-mail : _____	Fax : _____

Sponsors Details

Name of the Sponsoring Authority: _____	Designation: _____
Organisation : _____	
GSTIN Number: _____	
Address : _____	
	Pincode : _____
Phone(s) : Office: _____	Mobile: _____
e-mail : _____	Fax : _____

Fee particulars

Amount Payable :	Mode of Payment (DD/Ch/NEFT) :
Name of the Bank :	Date of Instrument/Transfer :
Instrument Number :	UTR Number for NEFT

Medical Insurance :

Name of the Insurance Agency	Policy Number	Validity upto

Note: Coverage should be available in Hyderabad, India.

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Srinivas Yadav, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax: 0091-40-66534356, e-mail: poffice@asci.org.in