



**Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE**  
**91st Foundation Course for AIS, CCS, IES & ISS**  
**29th August to 9th December 2016**

**Week 1(R3)**

**TIME TABLE**

**29.08.16 to 02.09.16**

TIME		Monday 29	Tuesday 30	Wednesday 31	Thursday 1	Friday 2
9:30AM to 10.45AM	A	Inaugural Function Chief Guest:  (Separate Schedule will be issued)	Hindi Test	M-1 & 2 (Dr O.Vijayasree)	PCCI 3 & 4 (Prof. I. Ramabrahmam)	PA - 3 & 4 (Sri Ravi Kant,IAS)
	B					
10.45AM to 12.00Noon	A		Ice Breaking (Dr O.Vijayasree)			
	B					
12.00-12.15	TEA BREAK					
12.15PM to 1.15PM	A	Facilities Eco - Responsible Institute	Ice Breaking (Dr O.Vijayasree)	ICT Test	E- 1 (Dr P. Lalitha)	PA-5 (Dr.S. M Nabi)
	B					
1.15 - 2.15	LUNCH BREAK					
2.15PM to 3.30PM	A	Course Briefing (Joint Director General) Shistachar (Addl.Director General)	Official Language Policy (Sri N.V. Parthasarathi)	PCCI- 1 (Prof. A. V Satish Chandra)	PA -1 (Prof K. Seetharama Rao)	PA - 6 (Shri L. Subuddi)
	B					
3.30 - 3.45	TEA BREAK					
3.45PM to 5.00PM	A	Clubs & Societies - PT Introduction	Expectations of the participants (Dr K. Tirupataiah,IFS)	PCCI- 2 (Prof. A. V Satish Chandra)	PA - 2 (Prof K. Seetharama Rao)	PA - 7 (Shri L. Subuddi)
	B					
<b>Venues</b>	<b>A Group-Room No. 028</b> <b>B Group-Room No. 222</b>  <b>Full Group: Tungabhadra Conference Hall</b> -----  <b>Computer Labs - 104 &amp; 116</b>			1. All the OTs are expected to be in their seats in Auditorium by 10.45 am for the Inaugural Function on Monday 29.08.16 (Dress code: Ceremonial) 2. Election Nominations on Friday 02.09.16 3. Cycling on Saturday 03.09.16. 4. Heritage Walk on Sunday 04.09.16.		

ACADEMIC INPUTS		GUEST SPEAKERS	
	Facilities Eco- responsible Institute(Dr. R. Madhavi)	1. GM ( Facilities) 2. Dr. R. Madhavi, Associate Professor of Law& Addl Course Coordinator	
	Course Briefing (Smt. Anitha Balakrishna) Shistachar (Dr.K.Tirupataiah)	3. Smt. Anitha Balakrishna, IA&AS, Joint Director General & Course Coordinator. 4. Dr.K.Tirupataiah, IFS, Addl. Director General.	
	Clubs & Societies - PT Introduction	5. DG's Nominees of Clubs & Societies, 6. PT Instructor	
	Ice Breaking (Dr O.Vijayasree)	7. Dr.O.Vijayasree, Professor, Dr.MCR HRD Institute, Hyderabad (Escort Officer: OT code: 01)	
	Official Language Policy ( N.V. Parthasarathi)	8. Sri N.V. Parthasarathi, Retd Hindi Lecturer (Escort Officer: OT code: 02)	
	Expectations of the participants (Dr.K.Tirupataiah)	9. Dr.K.Tirupataiah, IFS, Additional Director General , Dr.MCR HRD Institute, Hyderabad (Escort Officer: OT Code: 03)	
M-1 & 2	Effective Communication Skills (Dr O.Vijayasree)	10. Dr.O.Vijayasree, Professor, Dr.MCR HRD Institute, Hyderabad (Escort Officer: OT code: 04)	
ICT	Entry Level Test (K. Rohit Srivastav)	11.K. Rohit Srivastav,Manager (IT) Dr.MCR HRD Institute, Hyderabad (Escort Officer: OT code: 12)	
PCCI-1 & 2	Introduction to Politics: Politics, State & Government (Prof. A. V Satish Chandra)	12. Prof. A. V Satish Chandra, Prof. of Political Science, Department of Political Science, Osmania University, Hyderabad (Escort Officer: OT code: 05)	
PCCI-3 & 4	Interaction between Executive and other Organs of the State (Prof. I. Ramabrahmam)	13. Prof. I. Ramabrahmam, Former Registrar, Former Head, Political Science, Hyderabad Central University. (Escort Officer: OT code: 06)	
E-1	Introduction to Economics ( Dr.P.Lalitha)	14.. Dr.P.Lalitha, Consultant, Centre for Good Governance, Hyderabad (Escort Officer: OT code: 07)	
PA - 1 & 2	Introduction to Public Administration & Government (Prof K.Seetharama Rao,VC)	15. Prof K.Seetharama Rao, Vice Chancellor , Dr Ambedkar Open University (Escort Officer: OT code: 08)	
PA - 3 & 4	Urbanization - Challenges and opportunities (Sri Ravi Kant,IAS (Retd))	16. Sri Ravi Kant,IAS (Retd) (Escort Officer: OT code: 09)	
PA - 5	Conduct Rules: (Dr.S. M Nabi)	17. Dr.S. M Nabi, DIG Retd., R & S, Head, CG&RA, Dr. MCR HRDI (Escort Officer: OT code: 10)	
PA - 6 & 7	Office Management (Shri L. Subuddi)	18. Shri L. Subuddi, Joint Director(Retd.), ATW (Escort Officer: OT code: 11)	
SUBJECTS ABBREVIATIONS		FACULTY ABBREVIATIONS	
E	: Economics	Shri. VKA	Shri.Vinod K.Agrawal, IAS
ICT	: Information &Communication Technology	Dr.KT	Dr.K.Tirupataiah, IFS
IH&C	: Indian History and Culture	Smt. AB	Smt. Anitha Balakrishna
PCCI	: Political Concepts & Constitution of India	Dr.OVS	Dr.O.Vijayasree
PA	: Public Administration	Dr.RM	Dr.R.Madhavi
L	: Law	Dr. SMN	Dr Shaik Mohammed Nabi
M	: Management & Behavioural Science		
Languages	: Languages		
PHYSICAL TRAINING: Daily 6.00 - 7.00 am from 30.08.2016			
Venue :	OPEN AUDITORIUM BEHIND ADMIN BLOCK		
Dress code:	Institute Track Suit, White Socks, Sports Shoes		
ATTENDANCE IS COMPULSORY FOR P.T.			
Date:	Dr.Ravulapati Madhavi Addl. Course Coordinator	Smt. Anitha Balakrishna, IA & AS Joint Director General & Course Coordinator	