# Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE
## Special Foundation Course for AIS, CCS, IES & ISS
### 7th September to 18th December, 2015

**TIME TABLE**

## Week 6(R-2)

**12.10.15 to 18.10.15**

| TIME | | Monday 12 | Tuesday 13 | Wednesday 14 | Thursday 15 | Friday 16 |
|---|---|---|---|---|---|---|
| 9:30AM to 10.45AM | A | Bathukamma Festival (Holiday) | PA-13 (Dr.WGPK) | PA-15 (Dr.Nirmal Kumar Mandal) | Self-Study | Visit to Sweekaar Academy of Rehabilitation Sciences & Devnar School for Blind |
| | B | | | | | |
| 10.45AM to 12.00Noon | A | | M-20 (Moid Siddiqui) | PA-16 (Dr.Nirmal Kumar Mandal) | E-11 (Dr.P.Lalitha) | Group - A 9.00-11.00am Sweekaar Academy 12.00noon-2.00pm Devnar School |
| | B | | | | ICT-8 | |
| 12.00-12.15 | | | TEA BREAK | | | |
| 12.15PM to 1.15PM | A | | E-10 (Dr.P.Lalitha) | PA-17 (Dr.Mohan Kanda) | ICT-8 | Group - B 9.00-11.00am Devnar School 12.00noon-2.00pm Sweekaar Academy |
| | B | | ICT-7 | | E-11 (Dr.P.Lalitha) | |
| 1.15 - 2.15 | | | LUNCH BREAK | | | |
| 2.15PM to 3.30PM | A | | ICT-7 | Languages-5 | L-14 (Dr.G.B.Reddy) | Preparation for FETE |
| | B | | E-10 (Dr.P.Lalitha) | | | |
| 3.30 - 3.45 | | | TEA BREAK | | | |
| 3.45PM to 5.00PM | A | | PA-14 (Srinath Chakravarthy) | Languages-6 | L-15 (Dr.G.B.Reddy) | |
| | B | | | | | |

| Venues | A Group-Room No. 028<br>B Group-Room No. 215<br><br>Full Group: Tungabhadra Conference Hall<br>-------------------------------------------------<br><br>Computer Labs - 104 & 116 | 1. Preparation for Trek Presentations on Monday 12.10.15<br>2. Submission of Trek Reports on Thursday 15.10.15 before 2.00pm<br>3. Film on Thursday 15.10.15 & Sunday 18.10.15<br>4. FETE on Saturday 17.10.15 |
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| ACADEMIC INPUTS | | GUEST SPEAKERS |
|---|---|---|
| PA-13 | Office Procedure: Office Management (Dr.WGPK) | 1. Dr.W.G.Prasanna Kumar, Professor, Dr.MCR HRD Institute, Hyderabad<br>(Escort Officer: OT code: B 30) |
| M-20 | Individual in an Organization - Enriching your Personality (Moid Siddiqui) | 2. Shri.Moid Siddiqui, Managing Director, Intellects Biz, a consulting company<br>(Escort Officer: OT code: B 31) |
| E-10 | Market Failures: Asymmetric information, Market power (Dr.P.Lalitha) | 3. Dr.P.Lalitha, Consultant, Centre for Good Governance, Hyderabad<br>(Escort Officer: OT code: A 32; Escort Officer: OT code: B 32) |
| ICT-7 | MS PowerPoint 2010 (RK, MK) | |
| PA-14 | Public Service Delivery and e-Governance:<br>Overview of National e-Governance Plan - Digital India<br>(Srinath Chakravarthy) | 4. Shri.Srinath Chakravarthy, Vice President, NISG, Hyderabad<br>(Escort Officer: OT code: A 33) |
| PA-15&16 | Public Service Delivery and e-Governance:<br>Government Process Re-engineering<br>(Dr.Nirmal Kumar Mandal) | 5. Dr.Nirmal Kumar Mandal, Deputy General Manager, NISG, Hyderabad<br>(Escort Officer: OT code: B 33) |
| PA-17 | Sectoral Overview of Government:<br>Challenges in Indian Agriculture (Dr.Mohan Kanda) | 6. Dr.Mohan Kanda, IAS (R), Retired as Chief Secretary of Andhra Pradesh &<br>Former Member of National Disaster Management Authority (NDMA)<br>(Escort Officer: OT code: A 34) |
| Languages-5&6 | Hindi:Dr.Yeshwant Jadav<br>Urdu:Dr.Khalid Sayeed<br>French:Dr.Ravi Eshwar Chand<br>German:Smt.Sharada Vaidya | |
| E-11 | Macroeconomics:<br>Current account, CAD, financing CAD on the capital account, BOP, capital controls (Dr.P.Lalitha) | 7. Dr.P.Lalitha, Consultant, Centre for Good Governance, Hyderabad<br>(Escort Officer: OT code: A 35; Escort Officer: OT code: B 35) |
| ICT-8 | MS Excel 2010 (RK, MK) | |
| L-14&15 | General Principles of Law: Principles of Natural Justice (Dr.G.B.Reddy) | 8. Dr.G.B.Reddy, Professor, University College of Law, Osmania University,<br>Hyderabad (Escort Officer: OT code: A 36) |
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| SUBJECTS ABBREVIATIONS | | | FACULTY ABBREVIATIONS | |
|---|---|---|---|---|
| E | : | Basic Economics | Dr.WGPK | Dr.W.G.Prasanna Kumar |
| ICT | : | Information &Communication Technology | RK | Shri.K.G.Rama Kristappa |
| H | : | Indian History and Culture | MK | Md.Khadeer |
| Languages | : | Languages | | |
| L | : | Law | | |
| M | : | Management & Behavioural Sciences | | |
| PA | : | Public Administration | | |
| PCCI | : | Political Concepts & Constitution of India | | |
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| **PHYSICAL TRAINING: Daily 6.00 - 7.00 am from 8.9.15** | | | | |
| Venue : | OPEN AUDITORIUM BEHIND ADMIN BLOCK | | | |
| Dress code: | Institute Track Suit, White Socks, Sports Shoes | | | |
| **ATTENDANCE IS COMPULSORY FOR P.T.** | | | | |

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| Date: | **Dr.O.Vijayasree**<br>**Addl. Course Coordinator** | **Dr.K.Tirupataiah, IFS**<br>**Course Coordinator** |