

**DIRECTORATE OF EXTENSION EDUCATION
JUNAGADH AGRICULTURAL UNIVERSITY
JUNAGADH - 362 001**

**NATIONAL LEVEL TRAINING PROGRAMME ON "MANAGERIAL SKILLS FOR
EXTENSION PERSONNEL"
(July 16-20, 2012)**

Date : July 16-20, 2012
Duration : 5 days
Participants : About 30
Officers of Department of Agriculture and SAUs from various
States of the Country
Venue : Conference Hall, Old DEE Office, JAU, Junagadh

Time-Table

Date/ Time	Topic	Talker
16.07.2012 Monday (1st day)		
10.00	Registration	Shri M.K. Jadeja, Agril. officer, DEE office, JAU, Junagadh
10.20	Introduction and Inauguration	- Dr. A.M. Parakhia, Director of Extension Education, JAU, Junagadh - Dr. G. Jaya, Course Director MANAGE, Hyderabad
11.00	Tea Break	
11.15	Brief on the Program and Expectations of Participants	Dr. G. Jaya
11.45	Principles of management for Extension Personnel	Dr. G. Jaya
13.00	Lunch Break	
15.00	Understanding Self and others (Personality profiling)	External Faculty
16.30	Tea Break	
16.40	Understanding Self and others (Personality profiling)	External Faculty
18.10	Close	
17.07.2012 Tuesday (2nd day)		
09.30	Team Building	Dr. G. Jaya
11.30	Tea Break	
11.45	Team Building cont...	Dr. G. Jaya
13.30	Lunch Break	
15.00	Leadership Styles	Dr. Niraj P. Ramani Associate Professor, PGI ABM College, Junagadh Agricultural University, Junagadh
16.30	Tea Break	
16.40	Personal Counseling	External Faculty
18.10	Close	

18.07.2012 Wednesday (3rd day)		
09.30	Conflict Management and Negotiation skills	Dr. G. Jaya
11.30	Tea & Group Photo	
11.45	Conflict Management and Negotiation skills cont...	Dr. G. Jaya
12.45	Lunch Break	
14.00	Motivational Strategies	Prof. J.D. Bhatt Assistant Professor, PGI ABM College, Junagadh Agricultural University, Junagadh
15.30	Tea Break	
15.40	Problem Solving skills	Prof. C.D. Lakhani Associate Professor, N.R. Vekaria Institute of management Studies, Bilkha Road, Junagadh
17.10	Local visits	Dr. N.D. Bharad Training Associate, DFE office, JAU, Junagadh
19.07.2012 Thursday (4th day)		
09.30	Feedback as a mechanism for improving performance	Dr. G. Jaya
11.15	Tea Break	
11.30	Feedback as a mechanism for improving performance	Dr. G. Jaya
13.30	Lunch Break	
15.00	Emotional Intelligence	Prof. N.M. Thaker Assistant Professor, PGI ABM College, Junagadh Agricultural University, Junagadh
16.30	Tea Break	
16.40	Stress Management	Dr. R.B. Rudani Commerce & Law College, Bilkha Road, Junagadh
18.10	Close	
20.07.2012 Friday (5th day)		
09.30	Communication	Dr. G. Jaya
11.00	Tea Break	
11.15	Communication Cont...	Dr. G. Jaya
13.00	Lunch Break	
14.00	Consolidation of Learnings	Group Work
14.30	Action Plan for Follow-up Course Evaluation & Concluding Session	
16.30	Close	