

Training Plan for Trainers

(ver No. 08.06.2017)

Day 1	Session 1	Introduction to Computer Shiksha
	Session 2	Software used review, Installation of these software, course modules overview
	Session 3	Paint Module 1, what to do to teach and how to do
Day 2	Session 1	Paint Module 1 continued with practice sessions and issues handling
	Session 2	trainers conduct classes using videos of Paint Module 1
	Session 3	practice sessions
Day 3	Session 1	Practice sessions with Paint Module 1
	Session 2	Practice sessions with Paint Module 1
	Session 3	Questions handling by trainers, Open Office introduction
Day 4	Session 1	Writer 1 module introduction
	Session 2	Writer 1 module continued
	Session 3	Writer 1 module continued
Day 5	Session 1	Practice of previous classes and introduction to Writer 2
	Session 2	Writer 2 continued
	Session 3	Writer 2 continued
Day 6	Session 1	review of whatever learnt till now, introduction to Hardware
	Session 2	Plug in , Plug out Power Cords, VGA, Keyboard, Mouse etc. working
	Session 3	Windows XP installation demo
Day 7	Session 1	Revision of concepts, discuss various tools, learn download Windows from MS site, How to make a bootable Pen drive or CD, Demo on Windows 7 installation
	Session 2	Practice of Windows installation using hardware manual
	Session 3	Discussions on Technical's
Day 8	Session 1	Action plan revisited and Certificates to trainees
	Session 2	Windows revisited
	Session 3	Projector handling, how to handle when electricity goes off