Forthcoming Faculty Development Workshop series, at AIIMS

Organized by KL Wig CMET in collaboration with several Departments

Title of the Workshop	Dates	What is it all about?
Code F-1 Effective Teaching through Microteaching	1/11/2012	Microteaching is a practical and effective method of developing your teaching skills: presentation, questioning skills, body language....everything you need to become an effective teacher or a trainer
Code F-2 Managing procurement and purchase	29/11/2012	Purchase and procurement of items form integral part of administration or a research project. Lack of knowledge of rules and procedures can land you in trouble. The workshop will provide practical tips for procuring equipments.
Code F-3 Scientific writing, literature search, tips for publishing	3/1/2013	Attributes of a good scientific paper, access to information, bibliography management, publication ethics.
Code F-4 MCQs and Item Analysis	7/2/2013	MCQs are highly used, often misused modality of assessment. Framing a good MCQ holds the key for a valid and reliable assessment.
Code F-5 Leadership and management of change	28/2/2013	The workshop will provide practical tips to develop leadership qualities and manage changes, which are always resisted in any organization.
Code F-6 Assessment Strategies in medical education	28/3/2013	Assessment is a core skill needed for every teacher. Are you aware of the tools and techniques to assess the whole range of competency? If not, this workshop is for you.

1. All workshops are free of cost but prior registration is necessary.
2. The *Registration Forms* can be obtained from CMET or downloaded from AIIMS website. The same should be duly endorsed by the HOD.
3. The number of participants will be limited to 20-50, depending upon the extent of group work involved. Enrolment will be on "first come, first served basis".
4. A certificate of attendance will be issued to all participants on successful completion of the workshop.
5. The workshops will be held in the afternoons (2PM – 5 PM)