



## Training Completion Report

### ToT on Teaching Methods and Techniques

Duration: 03-07 November 2019



**National Agriculture Training Academy  
Gazipur-1701**

# **Training on ToT on Teaching Methods and Techniques**

## **Course Management**

**Course Adviser:** Dr. Md. A. Salam  
Director General  
NATA, Gazipur

**Course Director :** Dr. Md. Abu Sayeed Miah  
Director (Training)  
NATA, Gazipur

**Course Coordinator:** Anowar Akhtar  
Deputy Director  
(Environment and Agroforestry)  
NATA, Gazipur  
Cell: 01918023360

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Senior Assistant Director  
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NATA, Gazipur  
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## **1. Introduction**

Training of trainers (ToT) is a form of training imparted to an individual with a view to preparing him/her for his/her future role as a trainer. This is a process which aims to develop his/her capabilities and capacities of imparting training to others as a skilled professional. Besides, ToT also aims to help organisations to build their own cadre of trainers. Thus ToT has a dual role to play: the individual growth and the organisational growth. The focus of ToT is not only to build a cadre of trainers, but also to develop necessary orientation, awareness and abilities to perform a catalytic role as facilitators of change.

In fact, training can be a rewarding experience to both the trainer and the trainees if its major thrust is on the promotion of participatory learning, through the use of methods which make the training process more interesting and also ensure the training's more productive results.

Successful implementation of the ToT course will surely enhance the capacity of human resources and consequently beneficial to the trainees of Bangladesh. This training module also sketched the teaching strategies and a list of good practices identified based on lessons learned

### **Course Objectives**

To teach participants about planning of teaching, so that they can conceptualize basic concepts of planning of teaching programme and practice it in the real job situation.

### **Duration of the Course**

Duration of the course is 5 days starting from 03 November and ends 07 November 2019

### **Prerequisites of the course:**

- To attend in the training class in time;
- To be present at least 99% of the classes otherwise certificate may not be awarded;
- Maintain the norms in dormitory and cafeteria;
- Absent from any session is not allowed without prior permission from the course coordinator even in case of emergency;
- Enthusiastic to learn and share ideas in training session; and
- Cell phone must be kept in silent mode.

## 2. Course Content

### Day: Sunday

Planned Sessions and Topics	
Bloom's Taxonomy	L, D
Aims & Learning Outcomes	L, D
Selection of Teaching Methods	L, D
Selection of Teaching Aids	L, D
Preparation of Lesson Plan	L, D
National Web Portal and Digitalization of Service	L, D

### Day: Monday (Day-2)

Planned Sessions and Topics	
Practice of Lesson Plan Preparation	L, D
Question and Answer Techniques	L, D
Microteaching Planning	L, D
Model Teaching Delivery	L, D
Preparation of Microteaching for Practice	L, D

### Day: Tuesday (Day-3)

Planned Sessions and Topics	
Preparation of Microteaching for Practice	L, D and E
Practice of Microteaching	Practical
Practice of Microteaching	Practical
Practice of Microteaching	Practical
Planning of Skill teaching(psychomotor)	L, D and E

### Day: Wednesday (Day-4)

Planned Sessions and Topics	
Preparation of Microteaching (psychomotor)	L, D and E
Preparation of Microteaching (psychomotor)	L, D and E
Practice of Microteaching (psychomotor)	Practical
Practice of Microteaching (psychomotor)	Practical
Practice of Microteaching (psychomotor)	L, D and E

### Day: Thursday (Day-5)

Planned Sessions and Topics	
Qualities of a Good Trainer	L, D
Motivation Techniques	L, D
Tips of Effective Communication	L, D
Non-verbal Communication Techniques	L, D
Experimental Learning and Peer Learning	L, D

**L – Lecture, D – Discussion, E=Exercise**

### **3.Training Methods & Materials:**

Following method were followed and materials were used in the training session-

Method: Lecture/Open discussion/ Group work/ Paired sharing/Question and Answer, Review

Materials: Slides, Computer, Multimedia Projector, White board, Marker, Duster, Internet, Sound system

### **4.Sports & Recreation:**

There is a playground, a tennis court and a volley ball court in NATA campus. So the participants can avail the opportunity to play sports in that areas. There is also a recreation room with color T.V in the dormitory. The daily newspapers are also available in the recreation room for the participants.

### **5. Concluding Session**

Course is evaluated by the participants individually both providing open-ended and close-ended interview schedule at the end of the training

### **6. Course evaluation by the participants**

The summary of the course evaluation of the participants are mentioned below:

- i. The course contents is sufficient but duration is not sufficient;
- ii. Four session in each day with more group work and presentation is needed
- iii. Management of the training course is satisfactory;
- iv. Provision of at least two resource speaker in one day;
- v. Arrangement of continuous electricity supply;
- vi. Laptop/computer facility after the training session;
- vii. Same batch or same rank officers may include in one batch
- viii. Real situation for teaching practice (e.g. in farmers field or in any office)

### **7. Feedback from the participants**

The training was demand driven. It will certainly help them to perform better in delivering training activities. The topics were very contemporary and need based for them. The resource persons were topic renowned relevant experts, knowledgeable, and having practical experiences in this field. So resource speakers' selection was undoubtedly accurate to cope up with the time demand topics. There was an ample scope to get introduced and exchanged ideas between the officers of different organizations under the Ministry of Agriculture. The time management of that training was definitely excellent. Participants selection should be homogenous and those who were responsible for conducting training. Moreover, residential facilities were better. The training was carried out well with strong discipline. They expected to extend the duration of that training. Besides, they requested to arrange a refresher's course for them. In fact, the cooperation and management system of training by Course Coordinator, Assistant Course Coordinators and

the NATA authority were praiseworthy. In a nutshell, the training was incredibly fruitful for them.

### **8. Speech by the Course Coordinator**

The training on ToT on teaching techniques was selected on the basis of training need assessment from the officers of the different organizations under the Ministry of Agriculture. We tried our level best to make the training program successful. For that, we had selected the modern time demanded course content and expert speakers from University. Furthermore, we looked upon the different discipline related issues for smooth running of that training program. We expected that this program would certainly develop their knowledge and skill and made them more confident as well which would accelerate their performance to do training activities efficiently in their own fields.

### **9. Speech by the Chief Guest**

This training course was very essential in the delivering training as well as transfer of technology. To meet up the demand of technology transfer in a good learning environment and achieving a success in teaching-learning, the knowledge on ToT on teaching techniques is inevitable. The Course Coordinator was proficient enough to select the topics related to Bloom's Taxonomy. The participants could apply the acquired knowledge and skill in their respective areas competently.

### **10. Speech by the Chairperson**

This training was need based training. To build up teaching capacity of the officers under the Ministry of Agriculture, this training can play a vital role. From such consideration, this training course was organized. To meet up the ever-changing demand of latest technology in Govt. offices, the officers should acquaint with knowledge and skills on teaching techniques. This training would be helpful to perform teaching activities in the easiest and simplest way in their respective fields.

### **11. Distribution of Certificate**

The certificates are distributed among the participants after successfully completion of the training.

## 12. List of Participants

Thirty participants from 12 different organizations under ministry of Agriculture were the participants of this course.

Sl. No.	Name	Designation
1.	JANNATUL FERDOUS	SCIENTIFIQ OFFICER BJRI, DHAKA
2.	MST. MOSTAKIMA KHATUN	INSTRUCTOR ATI, ISHWARDI, PABNA
3.	LUTFUN NAHAR	INSTRUCTOR ATI, SHIMULTOLI, GAZIPUR
4.	SHARMIN SULTANA	INSTRUCTOR ATI, TAJHAT, RANGPUR
5.	MAHFUJA KHANAM	INSTRUCTOR ATI, TAJHAT, RANGPUR
6.	TASLIMA JAHAN	SCIENTIFIC OFFICER RWRC, BWMRI, NASHIPUR, DINAJPUR
7.	MD. ARIFUZZAMAN	SEED CERTIFICATION OFFICER SCA, DHAKA
8.	MD. SAFAT ZAMAN PANIR	SEED CERTIFICATION OFFICER SCA, MUNSHIGANJ
9.	RUHUL AMIN	INSTRUCTOR ATI, RAHMATPUR, BARISHAL
10.	SHEIKH ISHTIAQUE	SCIENTIFIC OFFICER BARI, GAZIPUR
11.	K. M. MAKSUDUNNABI	INSTRUCTOR ATI, DAULATPUR, KHULNA
12.	ESM HARUNUR RASHID	SENIOR SCIENTIFIC OFFICER BRRI, GAZIPUR
13.	MD. RASHEDUR RAHMAN RAJIB	SCIENTIFIC OFFICER BSRI, ISHWARDI, PABNA
14.	MD. INTEKHAF ALAM	ASSISTANT ENGINEER BMDA, PATNITOLA, NAOGAON
15.	MD. KHAYRUL ALAM	ASSISTANT ENGINEER BMDA, PIRGANJ, THAKURGAON
16.	N.M. ZAHANGIR	SCIENTIFIC OFFICER SRDI, CUMILLA
17.	MD. ISHAQUE	CHIEF INSTRUCTOR ATI, ARAHAZAR, NARAYANGANJ
18.	DR. AKKAS MAHMUD	CHIEF INSTRUCTOR ATI, SATURIA, MANIKGONJ
19.	DEBANANDA BISWAS	SENIOR INSTRUCTOR ATI, JHENAIDAH
20.	RAGHU NATH KAR	CHIEF INSTRUCTOR ATI, DAULATPUR, KHULNA
21.	KEYA KARMOKAR	SCIENTIFIC OFFICER SRDI, DHAKA
22.	SABIHA ROKSANA	COTTON DEVELOPMENT OFFICER COTTON DEVELOPMENT BOARD, RAJSHAHI

23.	ABU SYED MD. JOBAYDUL ALAM	DD (GENETICS & PLANT BREEDING) NATA, GAZIPUR
24.	AYESHA SIDDIKA	ASSISTANT DIRECTOR (SEED PRODUCTION) BADC, RANGPUR
25.	MD. TUSAR PARVEG KHAN	ASSISTANT DIRECTOR (ADMIN) BADC, DHAKA
26.	MOHAMMOD ALI	ASSISTANT DIRECTOR (ADMIN) BADC, DHAKA
27.	MD. AZIZUR RAHMAN	CHIEF INSTRUCTOR ATI, SHERPUR
28.	DR. PRIYA LAL BISWAS	SSO BRRI, GAZIPUR
29.	DR. MAFRUHA AFROZ	SENIOR SCIENTIFIC OFFICER HRC, BARI, GAZIPUR
30.	MUHIBUR RAHAMAN SIDDIKEE	AGRICULTURE EXTENSION OFFICER DAE, GOWAINGHAT, SYLHET

### 13. List of Resource Personnel

Sl. No.	Name and Designation	Organization	Email & Mobile no.
1	Dr. Md. Math hurul Hoque, Ex-DG	National Agriculture Training Academy (NATA), Gazipur	Mob-01714688233
2	Dr. Masuma Habib, Professor	DIC, Phd(London) GTI, BAU, Mymensingh	Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
3	Dr. Md. Sayedur Rahman DD (Admin. & Support Service)	National Agriculture Training Academy (NATA), Gazipur	Email: <a href="mailto:sayedur.63@gmail.com">sayedur.63@gmail.com</a> Mob-01552-495564
4	Professor Dr. M. Mozahar Ali, Director	GTI, BAU, Mymensingh	Email: <a href="mailto:mozahar55@gmail.com">mozahar55@gmail.com</a> / <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711-391190
5	Professor Dr. Md. Abdul Momen Miah	Department of Agricultural Extension, BAU, Mymensingh	Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143

## 14. Training Schedule



### Training Schedule

**Title: ToT on Teaching Methods/ Techniques**

**(Duration: 03-07 November 2019)**

**Day: Sunday (Day 1)**

**Date: 03/11/2019**

Time	Planned Sessions and Topics	Lecturer/Facilitator
08.45-09.30	<b>Registration &amp; Pre-evaluation</b>	Lucky, Store Keeper, NATA, Shamima Akter, Sr. AD, NATA
9.30-9.50	<b>Inaugural Session</b>	DG/Directors, Course Coordinator & Faculty Members, NATA
09.50-10.50	Bloom's Taxonomy	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh Email:mozahar55@gmail.com/ <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711391190
10.50-11.10	<b>Tea Break</b>	
11.10-12.10	Aims & Learning Outcomes	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh Email:mozahar55@gmail.com/ <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711391190
12.10-01.10	Selection of Teaching Methods	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh Email:mozahar55@gmail.com/ <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711391190
01.10-02.00	<b>Lunch and Prayer Break</b>	
02.00-03.00	Selection of Teaching Aids	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh Email:mozahar55@gmail.com/ <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711391190
03.00-04.00	Preparation of Lesson Plan	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh Email:mozahar55@gmail.com/ <a href="mailto:Mozahar55@yahoo.co.uk">Mozahar55@yahoo.co.uk</a> Mob-01711391190
04.00-05.00	National Web Portal and Digitalization of Service	Dr. Md. Sayedur Rahman, DD (Admin.), NATA, Gazipur

This Schedule is Subject to Change



## Training Schedule

**Title: ToT on Teaching Methods/ Techniques**

**(Duration: 03-07 November 2019)**

**Day: Tuesday (Day-2)**

**Date: 04/11/2019**

Time	Planned Sessions and Topics	Lecturer/Facilitator
9.00-9.30	<b>Review of the previous day</b>	Shamima Akter Sr. AD, NATA
9.30-10.30	Practice of Lesson Plan Preparation	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
10.30-11.30	Question and Answer Techniques	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
11.30-12.00	<b>Tea Break</b>	
12.00-01.00	Microteaching Planning	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
01.00-02.00	<b>Lunch and Prayer Break</b>	
02.00-03.00	Model Teaching Delivery	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
03.00-04.00	Preparation of Microteaching for Practice	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820

This Schedule is Subject to Change



## Training Schedule

**Title: ToT on Teaching Methods/ Techniques**

**(Duration: 03-07 November 2019)**

**Day: Wednesday (Day-3)**

**Date: 05/11/2019**

<b>Time</b>	<b>Planned Sessions and Topics</b>	<b>Lecturer/Facilitator</b>
9.00-9.30	<b>Review of the previous day</b>	Shamima Akter, Sr. AD, NATA
9.30-10.30	Preparation of Microteaching for Practice	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
10.30-11.30	Practice of Microteaching	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
11.30-12.00	<b>Tea Break</b>	
12.00-01.00	Practice of Microteaching	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
01.00-02.00	<b>Prayer and Lunch Break</b>	
02.00-03.00	Practice of Microteaching	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820
03.00-04.00	Planning of Skill teaching (psychomotor)	Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh Email: <a href="mailto:sm1997m@yahoo.com">sm1997m@yahoo.com</a> Mob-01711-248820

This Schedule is Subject to Change



## Training Schedule

**Title: ToT on Teaching Methods/ Techniques**

**(Duration: 03-07 November 2019)**

**Day: Thursday (Day-4)**

**Date: 06/11/2019**

Time	Planned Sessions and Topics	Lecturer/Facilitator
9.00-9.30	<b>Review of the previous day</b>	, Sr. AD, NATA
9.30-10.30	Preparation of Microteaching (psychomotor)	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
10.30-11.30	Preparation of Microteaching (psychomotor)	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
11.30-12.00	<b>Tea Break</b>	
12.00-01.00	Practice of Microteaching (psychomotor)	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
01.00-02.00	<b>Lunch and Prayer Break</b>	
02.00-03.00	Practice of Microteaching (psychomotor)	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
03.00-04.00	Practice of Microteaching (psychomotor)	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143

This Schedule is Subject to Change



## Training Schedule

**Title: ToT on Teaching Methods/ Techniques**

**(Duration: 03-07 November 2019)**

**Day: Thursday (Day-5)**

**Date: 07/11/2019**

Time	Planned Sessions and Topics	Lecturer/Facilitator
08.45-09.00	<b>Review of the previous day</b>	, Sr. AD, NATA
09.00-10.00	Qualities of a Good Trainer	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
10.00-11.00	Motivation Techniques	Professor Dr. Md. Abdul Momen Miah, BAU Email: <a href="mailto:mammiah_bau@yahoo.com">mammiah_bau@yahoo.com</a> Mob-01712734143
11.00-11.10	<b>Tea Break</b>	
11.10-12.10	Tips of Effective Communication	Dr. Muhamamd Math hurul Hoque, Ex DG, NATA Mob-01714688233
12.10-01.10	Non-verbal Communication Techniques	Dr. Muhamamd Math hurul Hoque, Ex DG, NATA Mob-01714688233
01.10 -01.40	<b>Lunch and Prayer Break</b>	
01.40-02.40	Experiential Learning and Peer Learning	Dr. Muhamamd Math hurul Hoque, Ex DG, NATA Mob-01714688233
02.40-03.00	<b>Post Evaluation</b>	Shamima Akter, Sr. AD, NATA
03.00-03.30	<b>Closing Ceremony</b>	DG/Directors, Course Coordinator and Faculty Members, NATA

This Schedule is Subject to Change

## **15. Training Course Evaluation by the participants**

### **The topics they liked :**

1. Qualities of a Good Trainer
2. Motivation Techniques
3. Tips of Effective Communication
4. Non-verbal Communication Techniques
5. Preparation of Lesson plan
6. Bloom's Taxonomy
7. Aims & Learning Outcomes
8. Selection of Teaching Aids
9. Question and Answer Techniques
10. Motivation Techniques
11. Field works & real life presentation about psychomotor skills
12. Preparation of individual presentation on Microteaching (psychomotor)
13. Practice of Microteaching (psychomotor)

### **The topics they disliked :**

1. Experiential Learning and Peer Learning
2. National Web Portal and Digitalization of Service

### **The topics need to be added**

1. Preparation of mobile software from offline mobile responsive website
2. Preparation of e-book and Domain hosting

### **Best Training Methods choose by the participants**

1. Discussion and group exercise
2. Group wise problem solution
3. Film show
4. Group discussion

### **The issues that are disliked by the participants**

1. Less time for Practice
2. Heterogeneous group
3. Load shedding
4. Very tight schedule
5. Mosquito biting
6. Interruption of mobile network in dormitory

### **The others associated issues they liked**

1. Topic wise expert resource persons were selected very wisely.
2. Time management
3. Cooperation of Course Coordinator and Asst. Course Coordinator very Remarkable
4. NATA management
5. Discipline & management
6. Management of dormitory
7. Expert resource persons
8. Cooperation of NATA Authority
9. Speakers from A2i were very expert

### **Provided Service Quality**

1. Neat and cleanliness facilities-80%
2. Library facilities – 50%
3. Audiovisual facilities – 70%

### **Recommendations for the improvement of the course**

1. Uninterrupted internet and electricity supply should be provided
2. Homogenous participants
3. Training duration should be increased for preparing and dummy/identical module
4. Practical class should be more
5. Internet access should be increased
6. Provide more time for discussion and exercise
7. Hard copy of manual of training course
8. LAN Connection should be available
9. Sub-centre should be set up for incessant electricity supply
10. Refresher's course should be arranged
11. Increase of honorarium
12. Important class should be conducted in the morning
13. Sports facilities should be available
14. Single room for single officer

### **Following Future planning should be considered to establish NATA as a centre of excellence**

1. Specific team building to specific task
2. Expert faculty member
3. Uninterrupted electricity
4. Dormitory facilities should be increased
5. Infrastructure facilities should be increased
6. Cleanliness should be ensured
7. Whole campus should be under CCTV
8. Help desk facilities

## 16.Resource Speakers Evaluation by the Participants

Participants	Day-1 (03.11.2019)					Day-2 (04.11.2019)				
	Bloom's Taxonomy	Aims & Learning Outcomes	Selection of Teaching Methods	Selection of Teaching Aids	Preparation of Lesson Plan	Practice of Lesson Plan Preparation	Question and Answer Techniques	Microteaching Planning	Model Teaching Delivery	Preparation of Microteaching for Practice
	Professor Dr. M. Mozahar Ali, GTI, BAU, Mymensingh					Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh				
1	5.4	5.8	5.6	5.6	5.8	5.2	5	5	4.2	4.2
2	5.6	5.8	5.6	5.6	5.8	6	6	6	6	6
3	5.8	6	6	6	6	5.6	5.8	5.6	5.2	5.4
4	6	6	6	6	6	5	5	5	5	5
5	6	6	5.4	5.4	6	5.2	5.2	4.4	5.2	5.2
6	6	6	6	6	6	5.4	5.4	5.6	5.6	5.4
7	5.4	5.4	5.4	5.4	5.6	5.8	5.8	5.6	6	6
8	6	6	5	5	5	6	6	6	6	6
9	5.2	5.6	5.8	6	6	3.6	3.4	3.4	3.4	3.6
10	5.2	5.4	5.4	5.6	5.6	6	6	6	6	6
11	5.4	6	6	5	5.4	6	6	6	6	6
12	5.4	5.2	5.6	5	5	5.8	5.6	5.6	5.6	5.6
13	5.6	5.8	5.8	5.4	5.4	5.2	5	4.4	5.4	4.8
14	3.4	3.4	3.6	3.4	3.6	6	6	6	6	6
15	5	5	5	4.8	4.8	5.6	5.6	5.6	5.6	5.6
16	4.4	4.2	4.4	4.2	4.4	5	5	5	5	5
17	5.2	5.2	5.2	4	4.3	5	5.6	5.4	5.6	5.6
18	6	6	6	6	6	6	6	5.2	5	5
19	5	5	5.4	5.4	5.6	6	6	6	6	6
20	5.6	5.8	5.6	6	5.2	6	6	6	6	6
21	6	6	5	5	5	5	5	5	5	5
22	5.2	5.2	5	5.2	5.4	5	5	5	5	5
23	6	5.6	5.2	5.2	5.2	6	6	6	4.5	4.5
24	4	4	4	4	4	6	6	6	6	6
25	5.2	5.2	5.2	5.2	5.2	5.4	5.4	5.4	5.4	5.4
26	4.4	4.6	4.6	4.6	4.6	5	5	5	5	5

<b>27</b>	4	4	5	5	4	5.6	5.6	5.6	5.6	5.6
<b>28</b>	5.4	5.8	5.6	5.6	5.8	5	5	5	5	5
<b>29</b>	5.6	5.8	5.6	5.6	5.8	5.2	5	5	4.2	4.2
<b>30</b>	5.8	6	6	6	6	6	6	6	6	6
<b>Total</b>	142.4	144.2	142.8	140	140.9	153.4	153.4	150.8	150.3	149.9
<b>Ave.</b>	<b>5.27</b>	<b>5.34</b>	<b>5.28</b>	<b>5.18</b>	<b>5.21</b>	<b>5.47</b>	<b>5.47</b>	<b>5.38</b>	<b>5.36</b>	<b>5.35</b>

		<b>Day-3 (05.11.2019)</b>					<b>Day-4 (06.11.2019)</b>				
<b>Participants</b>		Preparation of Microteaching Practice	Practice of Microteaching	Practice of Microteaching	Practice of Micro teaching	Planning of Skill teaching	Micro teaching Practice (Psychomotor)	Micro teaching Practice (Psychomotor)	Micro teaching Practice (Psychomotor)	Micro teaching Practice (Psychomotor)	Micro teaching Practice (Psychomotor)
		Professor Dr. Masuma Habib, DIC,Phd(London) GTI, BAU, Mymensingh					Professor Dr. Md. Abdul Momen Miah, BAU				
<b>1</b>		5	5	5	5	5	5	5	5.8	5.4	5.4
<b>2</b>		5.8	5.8	5.8	5.8	6	5.6	5.8	6	6	6
<b>3</b>		6	6	6	6	6	5	5	4.8	5	5
<b>4</b>		5.8	5.4	5.8	5.8	5.4	5	5	5	5	5
<b>5</b>		5.8	5.8	5	5	5	6	6	6	6	6
<b>6</b>		5.4	5.8	5	5	5	5.6	5	5	5	5
<b>7</b>		5	5	5	5	5	5	5	5	5	5
<b>8</b>		5	5	5	6	6	5.8	5.8	5.4	5	5
<b>9</b>		5.8	5	5	5	4.4	5	5	4.8	5.2	5.2
<b>10</b>		5	5	5	5	5.6	6	6	6	6	6
<b>11</b>		4.8	5.2	5.6	5.6	5.4	5	6	6	6	6
<b>12</b>		6	5.6	5	5	5	5.8	6	6		6
<b>13</b>		5	5	5	5	5	5	5	5.4	5	5.4
<b>14</b>		4	4.6	4	4	4	5.2	5.4	5.6	5.6	6
<b>15</b>		5	5	5	6	6	4	4	4	5	5
<b>16</b>		5	5	5	5	5	5.8	5.6	5.6	5	5
<b>17</b>		5	5		5	5	5	5.6	5.4	5.2	5.6
<b>18</b>		3.6	3.6	3.6	3.6	3.6	5.8	5.8	5.6	5.8	6
<b>19</b>		4	5	5	4.8	5.6	5.6	5.8	5.8	5	5
<b>20</b>		4.4	4.6	4.4	5	5	6	6	6	6	6
<b>21</b>		4.6	4.6	4.8	4.8	4.8	6	6	6	6	6

22	6	6	6	6	6	6	6	6	6	6
23	6	6	6	6	6	5	5	5	5	5
24	5.6	6	6	6	6	5	5	5	5	5
25	5	5	5	5	5	5.8	5.8	5.6	5.6	5.6
26	5	5	5	5	5	5	5	5	5	5
27	5	5	5	5	5	6	6	6	6	6
28	5	5	5	5	5	5	5	5.8	5.4	5.4
29	5.8	5.8	5.8	5.8	6	5.6	5.8	6	6	6
30	6	6	6	6	6	5	5	4.8	5	5
<b>Total</b>	<b>138.6</b>	<b>140</b>	<b>133</b>	<b>140.4</b>	<b>140.8</b>	<b>146</b>	<b>147.6</b>	<b>147.8</b>	<b>140.8</b>	<b>148.2</b>
<b>Ave.</b>	<b>5.72</b>	<b>5.68</b>	<b>5.8</b>	<b>5.8</b>	<b>5.84</b>	<b>5.40</b>	<b>5.46</b>	<b>5.47</b>	<b>5.41</b>	<b>5.48</b>

### Day 05 (07.11.2019)

Participants	Qualities of a Good trainer	Motivation techniques	Experiential learning & peer learning	Tips of Effective communication	Non verbal communication
	Professor Dr. Md. Abdul Momen Miah, BAU		Dr. Muhamamd Math hurul Hoque, Ex DG, NATA		
1	6	6	6	6	6
2	5.4	5.4	5	5	5
3	5.6	5.8	5.6	5	5
4	6	6	4	4	4
5	5.6	5.4	5.2	5	5.8
6	6	6	6	6	6
7	6	6	6	6	6
8	6	6	6	6	6
9	6	6	5	5	5
10	4.6	4.6	5	4.8	4.8
11	6	5	5.8	5	5
12	5.2	5.4	4.6	5	5
13	5.8	5.8	5.8	5.8	5.8
14	6	6	5.4	5.4	5.4
15	6	6	6	6	6
16	6	6	6	6	6
17	6	6	3.6	5	4.8
18	5	4.6	4	5	5
19	6	6	5.8	5	5
20	6	4.6	5	5	5
21	5	5	4.2	5	5
22	5	3	4	4	4
23	5	5	5	4.6	4.6
24	6	6	5.8	5.8	6

25	5.8	5.6	5.8	5.4	5.6
26	5.6	5.6	4.6	5.6	5.6
27	6	5.8	5.6	5.6	5.6
28	6	6	6	6	6
29	5.4	5.4	5	5	5
30	5.6	5.8	5.6	5	5
<b>Total</b>	153.6	148.6	140.8	142	143
Ave.	5.68	5.50	5.21	5.25	5.29

## 17. Photo Session



Inaugural ceremony of ToT on Teaching Methods and Techniques



Group wise presentation done by the participants



Session taken by Professor Dr. Masuma Habib,  
DIC,Phd(London) GTI, BAU, Mymensingh



Practical session taken by Professor Dr Md  
Abdul Momen Miah, BAU, Mymensingh



Group photo of the participants with Professor Dr. Masuma Habib,  
DIC,Phd(London) GTI, BAU, Mymensingh



Closing Ceremony of ToT on Teaching Methods and Techniques



Certificate distribution among participants by DG, NATA & CC of TOT