



Proposal for Trainer Network

One of the three components of the India-EU Skill Development Project deals with Capacity building. Within this component the project will prepare and deliver training of trainers (ToT) in both capital Goods and Logistics Sector. A part of this component is also to help establish a network of trainers to ensure continuity of learning and professional self-development.

As a first step to developing the training program, Alexander Siboni, Dirk Eichenlaub, Michael Wolfe and Satabdi Sengupta from the project travelled to various location to visit training partners affiliated to Capital Goods Sector Council (CGSC) and Logistics Skills Sector Council (LSSC) to conduct training needs analysis (TNA). The objective of the TNA was

- to gauge the current skill level of the trainers in these training organizations,
- evaluate their strength,
- ascertain their opportunity areas and
- identify their needs.

The methods used to conduct the TNA were:

- Focus group discussions with trainers through semi-structured discussion guides
- Observation of live classroom sessions
- Observation of live practical sessions in warehouses/workshops
- Online survey through survey monkey

Findings Related to Trainer Network

A TNA report was generated for both CGSC and LSSC to enumerate the process and methodologies used and capture the findings. Apart from the identified learning needs, the report also revealed that trainers get very little opportunity for self-development to upgrade their knowledge and skill. The key reasons for that are:

- the lack of time given that they are teaching back to back time bound courses and
- the technical and financial capability of the institutes that they are a part of
- the lack of awareness about the importance and process of Continuous Professional Development (CPD)

As an alternative, there seemed to be consensus on the fact that an online forum where they can connect, share experiences and learn from other trainers in their domain would be highly beneficial for them. It will be easy, cost effective and an endeavour that they can undertake without being dependant on the wherewithal of their organization. The same was revealed during the co-facilitators' sessions and the 8 batches of TOT for TVET. To revalidate the benefit and objective of such a trainer network, participants of the all the batches of the TOT workshop for CGSC and LSC and the co-facilitators were asked to share their views through a group activity. Below are the points that were identified through the discussion session:

Objectives of the networking group	<ul style="list-style-type: none"> ➤ Share the knowledge without boundaries ➤ Quick and related knowledge and communications ➤ To recognise and bring awareness of NOS amongst all TVET in India ➤ To share the latest technological and training development ➤ Employment and placement opportunity ➤ To promote "Make in India" ➤ To connect all persons with same domain group
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	<ul style="list-style-type: none"> ➤ To communicate/share knowledge or information to each in the same domain ➤ Knowledge sharing - updates ➤ Sharing experiences ➤ Posting queries ➤ Offering solutions ➤ Sharing placements opportunities for students ➤ Posting new opportunities for trainers ➤ Sharing success stories – motivation ➤ Sharing links – cloud storage ➤ Sharing encouragement to fellow trainers
Features of the networking group	<ul style="list-style-type: none"> ➤ Creation of e-based networks ➤ Creation of forums ➤ Technology and knowledge sharing ➤ Employment news sharing ➤ All member of the community able to share information very quickly (irrelevant to distance) ➤ Common website and all the community member can access the web 24x7 ➤ Identify & develop SME (subject matter expert) ➤ Develop interconnected networks in specialised ➤ Connect with similar international Domain Network
Barriers for network	<ul style="list-style-type: none"> ➤ Computer literacy ➤ Availability of related infrastructure ➤ Threat of continuity (who should develop) ➤ Master trainer ➤ Net connectivity everywhere not same ➤ Everybody should be able to operate/knowledge of e-learning ➤ Command over language ➤ Lack of participation ➤ Information pollution ➤ Misuse of the group ➤ High quality smart phone & high bandwidth
Who should develop networks	<ul style="list-style-type: none"> ➤ Organisations (NSDA) ➤ Agency should take the initiative ➤ 12 members group itself ➤ Later on NSDA can develop

The training reports for each batch, uploaded onto the INDIA-EU Project Website, has further information on each of the above points mentioned in the table below.

Rationale for Trainer Network

The project is also of the opinion, that creating a '**Community of Practice**', that enables trainers to network on the basis of shared expertise and passion for a joint enterprise, the primary output of which is 'knowledge', should be an endeavour that trainers should engage to build the discipline of self-motivated continued professional development. A networking group like this is also of utmost importance in the light of the 'ToT' workshops being arranged to ensure that learning continues to happen post the completion of the pilot workshops.

Although a Community of Practice is more effective when initiated by the members themselves, but given the novelty of the concept amongst the recipient groups, it will be more practical if a platform is created for the trainers to begin with where they can connect with each other. The India-EU Project feels that to begin with NSDA, being a neutral body, will be the apt organization to host such a platform to initiate a practice of knowledge sharing and learning amongst the TVET trainers. Moreover NSDA is also in the process of creating an LMIS platform which will host a repository of names of trainers who are already a part of the vocational education ecosystem hence it will be a good starting point to test if such an initiative can prove beneficial to both the vocational education system at a macro level and the trainers at a micro level.

Features of the Trainer Network

Keeping this in mind the preliminary conceptualisation of such a trainer network is as follows:

Functions

- A webpage within the LMIS portal or a separate website to be created which will act as a forum for trainers to connect, post discussion boards and share learning documents
- It will be like a social media platform with the features of dropbox where folders can be made and documents can be uploaded and downloaded
- Members should be able to post discussion topics to which other members can post responses.
- Share important documents (word, excel, ppt, pdf) by:
 - attaching it directly to a post
 - pasting a url/link
 - Uploading it into a separate section called 'materials' within the trainer network website.
 - For instance just like the facebook profile of a member also has a tab called 'photos' where he/she can create albums/folders and upload photographs; there should be a separate tab called materials

Membership

- The targeted members of such a network will be the registered/accredited trainer names available in the LMIS portal. This will ensure that only certified trainers (by NSDC or SSCs) within the skills ecosystem are members.
- All the trainers who are a part of the repository in the LMIS portal will receive an auto-generated log in and password to access the trainer network forum. The members then can have the option of changing their password once they have logged in for the first time.
- When any new trainer name is being added to the LMIS repository, simultaneously a log in and password for the trainer network website should be generated and sent to him/her through email
- Membership is decided by the existence of the trainer name in the LMIS repository. Membership is not by invite by other members nor can the members themselves create their own log in ID.

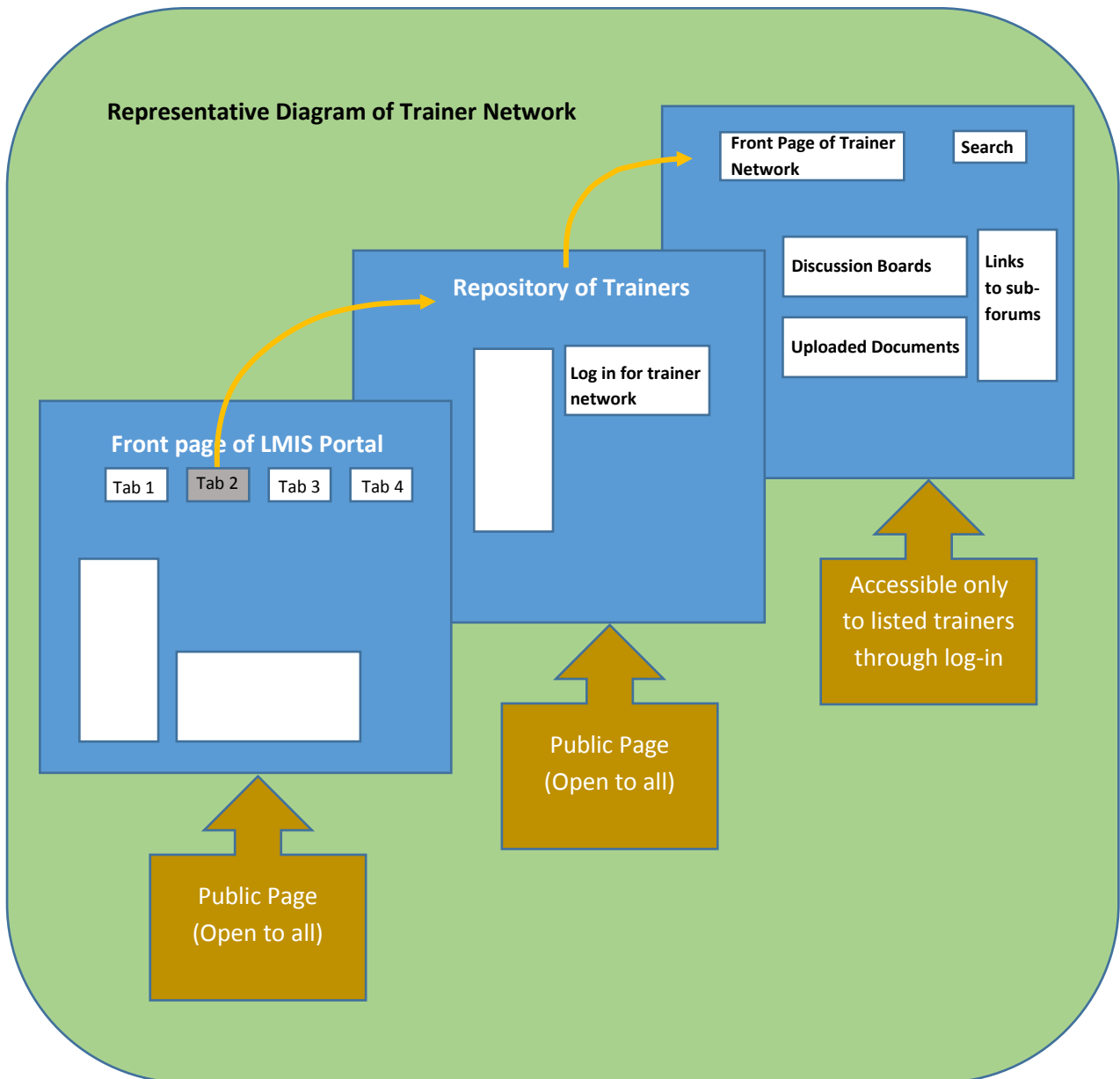
Features

- We visualise the web page as a combination of a community page in facebook and a file sharing system like dropbox
- However unlike facebook, it is not important to have an individual member profile page since it is a discussion forum. It is desirable to have an individual member page but not necessary.
 - When clicked on the member name, a small call out box can open up beside the name to provide basic information like location, designation and institute. However it is a desirable feature and not necessary
- Members should be able to create sub-forums depending on their domain or course that they are teaching. For instance if trainers belonging to Capital goods sector wants to create a sub-forum for themselves then they should be able to
- Members should be able to start a discussion board to which other members can respond.
- Members should be able attach videos, documents, photographs etc along with their post. This option should also be available to members who are responding to a post.
- A desirable feature could also be RSS feed related to information on vocational education system in India, relevant news articles and links.
- Another desirable feature could be a search option of existing discussion topics and documents
- A yet another desirable option is personal messaging/chat between members.

Monitoring

- There is no need for an admin to go through the content of each document or discussion to assess its appropriateness. Instead there should be a tab of 'report' against each comment, discussion or documents. The members can flag items, which then goes to the admin team for further evaluation.
- Documents uploaded can remain for a period of six months post which they should be auto-archived. However members should have the option of accessing the archived documents.
- The discussions/posts by members should be deleted:

- After a period of 1 year, or
- Once the member who started the discussion/post declares the discussion to be closed. This can be done by providing a tab called 'end discussion' placed somewhere near the original post.
 - Only the member who started the discussion originally should be able to close it. The other can 'report' if they find it inappropriate.



Next Steps

- Further discussion with NSDA and NIC to explore the possibility and timelines of such a forum
 - Based on the discussion with the NSDA consultant, an outline of user interface, functions and tabs to be detailed out with relevant people by March 2016
- NSDA in consultation with NIC develops the page as a pilot by August 2016
- In September 2016:
 - Upload materials on to the site
 - work out plan for dissemination so that there is activity and use of the page
 - Work out details of further support required from NSDA

Update on Steps Ahead – 23rd of November, 2016

- Post this amendment of the proposal, it will be shared again with Anand and Ramesh from NSDA
- NSDA will create a detailed technical proposal and identify if this 'Trainer Network' can be integrated and included in the ToR of the WorldBank Project

Update on Steps Ahead – 24th of November, 2016

A meeting with Anand Ramesh Kumar and Ramesh Yadav from NSDA was held by Alexander Siboni and Satabdi Sengupta. The following were identified as next steps:

1. The proposal created by INDIA-EU will be shared by Anand with a potential IT vendor to transfer this into a detailed technical proposal
2. In the meanwhile Ramesh will internally try to set up a pilot networking website with the trainers that attended the ToT workshop and the ones that expressed interest in being a part of such a network in the online Survey conducted in June and September 2015
3. Satabdi Sengupta will share the email IDs of the trainers mentioned above
4. Satabdi Sengupta to update this proposal and share it with Anand and Ramesh
5. The plan to integrate the further development and implementation of the trainer network into the ToR of the World Bank Project still holds true
6. No timelines have been identified for tasks 1,2 and 5. Steps 3 and 4 have already been done.