

# Training Calendar 2016



**Bangladesh-Korea Technical Training Centre (BKTTTC)**



**Mirpur Road, Darus Salam, Dhaka-1216.**

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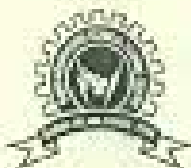
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# Training Calendar - 2016

With  
Gantt Chart



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**Mirpur Road, Darus-Salam, Dhaka-1216**

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## *Preface*

Bangladesh-Korea Technical Training Centre (BK TTC), Dhaka is the oldest and largest technical training centre in the history of skills development in Bangladesh. This technical training centre is established to train the manpower for local and global market. Training is delivered in different employable trade as per the demand of local and overseas job market. In keeping with changing technology BK TTC, Dhaka is capable to start any courses on emerging technology. Course curriculum of BK TTC, Dhaka always updated its curriculum in line with demand. Innovation in all respects is always considered in teaching-learning. This training centre is working in line with the 'Vision 2021: Digital Bangladesh' of the government. Bangladesh-Korea Technical Training Centre (BK TTC), Dhaka always thinks for skills and quality of graduates. Since knowledge and skills is becoming the future currency, so BK TTC, Dhaka always try to do the best and the new thing.

Dr. Engr. Md. Sakawat Ali

Principal

BK TTC, Dhaka

E-mail: sakawat\_ali@yahoo.com

## Training & Skills Development

### Training:

Training is equipping employees with required knowledge, skills and attitude for the job. A planned program designed to improve performance and to bring about measurable changes in knowledge, skills, attitude and social behavior of employees for doing a particular job.

Training is a learning process that involves the acquisition of:

1. Knowledge,
2. Sharpening of Skills,
3. Concepts, rules, or
4. Changing of Attitudes and behaviors

to enhance the performance of employees.

### Skills Development:

Skills, Knowledge and innovations are important driving forces of economic growth and social development in any country and those countries with higher levels of education and skills, adjust more effectively to challenges and opportunities in the global economy.

Skills development is defined as the full range of formal and non-formal vocational, technical and skills based education and training for employment and/or self-employment. In keeping with international trends, skills development thus includes:

1. Pre-employment and livelihood skills training, including TVET, apprenticeships and school based TVET.
2. Education and training for employed workers, including workplace training and
3. Employment oriented and job-related short courses not currently affiliated with BTEB servicing both domestic and international market.

- ✓ Investment in knowledge pays the best interest ... Benjamin Franklin
- ✓ A man without skills is like a building without foundation. Dr.Engr. Md. Sakawat Ali
- ✓ Better skills, Better carrier, Better lives.....
- ✓ Low Skills - Low Productivity, Higher Skills - Higher Productivity.....
- ✓ More skills less problem and less skills more problem.....

## **Vision, Mission, Core Values & Objective**

Bangladesh-Korea Technical Training Centre (BKTTTC), Dhaka is pioneer in the skills development activities in Bangladesh. BKTTTC, Dhaka believes that development of Bangladesh depends on generation of skilled manpower for the world of work. The Vision, Mission, Core Values & Objective of BKTTTC, Dhaka is as follows:

### **VISION:**

To be a model of Centre of Excellence in Technical & Vocational Education and Training (TVET) for national development.

### **MISSION:**

To impart knowledge, skills, and attitudes in trainees using modern technology and research in keeping with changes in the local and global market.

### **Core Values:**

- Skills
- Hands on training
- Innovations
- Discipline
- Integrity
- Inclusiveness
- Team spirit

### **Objectives:**

1. To provide institution based vocational & technical training in different employable trades.
2. To conduct formal, informal and special training.
3. To conduct trade test for Overseas Employment.



## **BKTTC Culture :**

Every Institution should have it's own culture. BKTTC, Dhaka is not the exception. BKTTC, Dhaka is delivering training on 34 trades for local and global job market. Bangladeshi migrants (Professional, skilled, semi-skilled and less-skilled) are working in 160 countries around the globe. Since BKTTC, Dhaka is playing a vital role for overseas employment. In this regards BKTTC, Dhaka has it's own culture as follows:

- Borderless Organization
- Creative & Proactive Mindset
- Innovation Everywhere
- Pioneering Spirit
- Lifelong Learning
- No smoking campus
- Passion for Excellence

## 1.0 Introduction BKTTC

### Background:

Bangladesh-Korea Technical Training Centre (BKTTC), Dhaka is established in 1942, at the time of 2<sup>nd</sup> world war to train up the retired army personnel and their dependents. With the financial & technical assistance of SEATO the Centre was shifted to Mirpur Road, Darus-salam, Dhaka in 1963. Finally with the financial & technical assistance of KOICA this TTC renovated, new machinery is installed and renamed as Bangladesh-Korea Technical Training Centre (BKTTC), Dhaka in 2008.

### BKTTC at a glance:

1	Total Area	:	19.5 acres
2	Work shops	:	23 nos.
3	Computer lab	:	05 nos.
4	Class rooms	:	20 nos.
5	Hostel (Male & Female)	:	02 nos.
6	Yearly capacity	:	Around 10,500 (Approx)
7	Closed circuit camera	:	08
8	Wi-Fi system	:	Internal campus
9	Emergency power supply	:	500 KVA Generator
10	Job placement cell	:	01
11	Total Manpower	:	155 (Instructional 89)

### BKTTC Campus:

BKTTC is located adjacent to Mirpur road, Darus-Salam, Dhaka. Total area of BKTTC, Dhaka is 19.5 acres. The Centre has a good number of well-equipped classrooms, laboratories/ conference hall. It has an aesthetic beauty with verdant surrounding provides a perfect environment for training, study, discussion, reflection and introspection. BKTTC, Dhaka has also a good library, recreational, sports facilities in the campus. Medical facilities is also available in the campus. It has modern facilities for conducting training, organizing conferences, seminars and workshops. A cafeteria is located at the north-east corner of BKTTC. It has big auditorium of 500 seated for conducting national and special program.

### Focus and Range of Special Program:

Special program such as teachers training and training of soldiers for UN mission is usually conducted in this training centre. Besides this, Public Private Partnership (PPP) program is available for various technical trade or occupation. In addition, the Centre conducts 34 short specialized courses. The prime objectives of these courses are to create skilled manpower for local and overseas employment.

### Institutional Linkages:

BKTTC, Dhaka in collaboration with national and international industries/employers/agencies, conducts workshops seminars, training courses, research and case study program. Major areas of collaboration include skills development and Human Resource Development (HRD). Korean International Cooperation Agency (KOICA) and Japan International Cooperation Agency (JICA) conducts test for overseas employment. The Centre is pursuing a wide search to develop further collaboration with other internationally and nationally reputed institutions.

### Video Conference Lab:

BKTTC has a modern lab having video conferencing facilities. BKTTC, Dhaka has also interactive SMART board and SMART class room. BKTTC emphasizes the digitization of its services. Registration of the participants, management of the courses, record keeping and evaluation through online is under way in this regard. Online registration is going to be mandatory for all core courses. BKTTC has also launched a project on "E-learning platform for migrant's workers" under A2i program of Prime Minister's Office (PMO). BKTTC has installed Wi-Fi technology in the campus to enable the faculty members, participants and the guest speakers for easy access to the internet. E-library and E- desk is also on the move.

### Library:

The BKTTC Library is considered as one of the richest libraries among all the TTC's in the country. It has an impressive collection of books and journals on emerging from home and abroad. The Library also offers bibliographical information services. The Centre has its own publications. Apart from various research works BKTTC published a magazine (celebrating 70 years) on training activities.

### Computer Center:

The Computer Centre of BKTTC is fully equipped with brand PCs with broad band internet connection. Participants and faculty are eligible for using computer lab. Total number of computer lab is 5

### Language Laboratory:

The Centre has two language laboratories equipped with modern learning equipment and materials to facilitate language training for the participants as well as the members of faculty. The laboratories can accommodate 40 persons at a time. Moreover branch office of King Sejong Institute of Republic of Korea is continuing its service for Korean language course.

### Medical Facilities:

The centre has medical section and maintains a clinic with limited medical facilities. Participants are given free medical treatment, prescriptions and limited items of medicine. Medicine also provides in case of emergency.

### Prayer Facilities:

The Centre has a beautiful mosque within its premises where Muslim participants may offer their daily prayers. In case of Friday prayer huge number of people attend in the prayer.

### Courses at a glance in BKTTC, Dhaka:

- ✓ 01 Years Skills Certificate Course on 05 Trade
- ✓ Modular courses on 24 trades
- ✓ Trade testing facility
- ✓ Tailor made training facility
- ✓ Public private partnership (PPP) program
- ✓ Preliminary education program for EPS Korea
- ✓ Korean Language Course
- ✓ House Keeping
- ✓ Caregiver
- ✓ Orientation course for Saudi Arabia and Malaysia bound worker

### Curriculum, Trainers & Equipment :

- ✓ Curriculum is updated by Korea University of Technology (KUT)
- ✓ Trainers trained from KUT / JOCV / JICA / ILO / KOICA
- ✓ Modern Machineries
- ✓ Computerized Numerical Control (CNC) Machines
- ✓ Electric Discharge Machine (EDM)

### Assessment and Certification:

- BKTTC has a good number of Master trainer & Assessor for CBT & Course
- ✓ Bureau of Manpower, Employment and Training (BMET)
- ✓ Bangladesh Technical Education Board (BTEB)

### 1.1 BK TTC Training Program 2015:

Sl No	Name of the Course	Duration	Number of Courses	Desired number of Participants (each course)	Maximum acceptable number of Participants (each course)	Maximum acceptable number of Participants (each course)	Total number of desired Participants	
01	Automobile	01 Year	01	60	40	60	60	
02	Construction	01 Year	01	60	40	60	60	
03	Mechanical	01 Year	01	60	40	60	60	
04	Refrigeration & Welding	01 Year	01	60	40	60	60	
05	Electrical	01 Year	01	60	40	60	60	
06	Electronics	01 Year	01	60	40	60	60	
07	Auto mechanics (with driving)	06 Month	02	60	30	60	60	
08	Auto electrician	06 Month	02	40	20	40	60	
09	Refrigeration & Air conditioning	06 Month	02	60	30	60	120	
10	Electrician	06 Month	02	60	30	60	120	
11	Electrical machine maintenance	06 Month	02	45	30	45	90	
12	Computer Training Course	06 Month	02	40	20	40	80	
13	Chil Auto CAD (2D-3D)	06 Month	02	30	20	30	60	
14	Architectural Drafting with AutoCAD	06 Month	02	30	25	30	60	
15	Mechanical Auto CAD (2D-3D)	06 Month	02	30	20	30	60	
16	Computer Graphics Design	06 Month	02	30	20	30	60	
17	Industrial Carpentry	06 Month	02	30	20	30	60	
18	Machinist (Milling, Shaper, Lathe Grinding) / Machine Tools Practice / Mechanical Fitter	06 Month	02	30	20	30	120	
19	Pipe Fitting (Plumbing & Pipe Fitting)	06 Month	04	Morning 30+ Evening 30	15	30+30	120	
20	Welding & fabrication (Arc & gas)	06 Month	04	40	25	40	160	
21	E-G Welding	06 Month	04	40	15	40	160	
22	TIG & MIG Welding	06 Month	04	40	15	40	160	
23	General electronics	02 Month	04	40	20	40	160	
24	Sewing Machine operator	02 Month	04	30	15	30	120	
25	Mid level garments supervisor	02 Month	04	30	15	30	120	
26	Quality Control Management (Garments)	02 Month	04	30	15	30	120	
27	Furniture & Cabinet making	06 Month	02	30	15	30	120	
28	Oven Machine Operator (Garments)	02 Month	05	30	20	30	120	
29	Tiles fixer/ Mason/ Rod binder	05 Month	02	40	25	40	80	
30	Machine tools practice & CNC Machine Operator	06 Month 5DP	02	60	30	60	120	
31	Korean Language Course	02 Month	06	40	30	50	240	
33	EPS (Employment Permit System)	02 Days	As Per Requirement					
34	Orientation Program	04 Days	As Per Requirement					
35	House Keeping	210hrs	12	50	30	55	600	
A	Total						2770	
B	Seminar	01 Days	02	300	275	315	300	
	Workshop	01 Days	02	300	275	315	300	
	Grand Total						7610	

## 2.0 Core Courses:

### 2.1 One Year Skills Courses (Automobile):

1. Duration : 1 Year
2. Number of Students : 60
3. Qualification : SSC Pass
4. Course Fee : 1271/=
5. Accommodation : Limited Hostel Facilities
6. Selection Procedure : If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.
7. Objective : This course is designed to enhance the fundamental knowledge and skills on automobile servicing, repair and maintenance of modern automotive engine and vehicle, basic computer operation and effective skills on English language.
8. Course Contents :
  - Repair of gasoline & diesel engine.
  - Repair of auto electric connections.
  - Engine scanning & head light alignment
  - Adjustment of wheel alignment, transmission & steering System.
9. Evaluation :
  - Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior & Mid- exam.
  - Final assessment- Final Exam is conducted by BTEB.

Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	250	84
(b) Practical Continuous (PC)	250	84
(c) Theoretical Final (TF)	250	84
(d) Practical Final (PF)	250	84
	1000	336

### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB).

<b>Course Management Team:</b>	1. Mirza Khaled Hossain (sr. Instructor)
	2. Md. Ekram ul Haque (sr. Instructor)
	3. Md. Nasir Uddin (Instructor)
	4. Md. Ehasunul Kabir (Instructor)
	5. Prokash Kumar Pramanik (Instructor)

## 2.2 One Year Skills Courses (Civil Construction):

1. Duration	:	1 Year		
2. Number of Students	:	60		
3. Qualification	:	SSC Pass		
4. Course Fee	:	1271/=		
5. Accommodation	:	Limited Hostel Facilities		
6. Selection Procedure	:	If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.		
7. Objective	:	This course is designed to enhance the knowledge, skills and attitude development in the area of construction materials and construction methodology.		
8. Course Contents	:	• Operation, safety and uses of construction equipments. • The basic concepts of construction and construction materials, civil engineering drawing, estimating & costing, basic electricity, furniture making and shuttering, Chain & Leveling surveying, plumbing & sanitary works, basic computer. • Practice on Civil Auto-CAD & manual drawing of structure.		
9. Evaluation	:	• Continuous assessment- Class test, Quiz test, assignment, job Experiment, viva, behavior & Mid- exam. • Final assessment- Final Exam is conducted by BTEB.		
10. Subject			Total Marks	Pass Marks
		(a) Theoretical Continuous (TC)	250	84
		(b) Practical Continuous (PC)	250	84
		(c) Theoretical Final (TF)	250	84
		(d) Practical Final (PF)	250	84
			1000	336

### **Methodology:**

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

### **Course Management Team:**

1. Md. Delwar Hossain (CI)
2. Md. Hasmot Ali Biswash (Instructor)
3. Md. Moududur Rahman (Instructor)
4. Md. Abul Bashar Miah (Instructor)
5. Md. Waz Uddin (Instructor)
6. Md. Habibur Rahman (Instructor)
7. Mr. Abdur Rob Sheikh (Instructor)
8. Mr. Sukumar Chandra Das (Sr. Instructor)
9. Mr. Abdul Wahab (Sr. Instructor)

### 2.3 - One Year Skills Courses (Mechanical):

1. Duration : 1 Year
2. Number of Student : 50
3. Qualification : SSC Pass
4. Course fee : 1271/-
5. Accommodation : Limited Hostel Facilities
6. Selection Procedure : If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.
7. Objective : This Course is designed for to provide the knowledge, Skills & Attitude to the student through both of Theoretical and Practical Classes and to develop the working ability & habits By the practice of various Accommodations of Operations.
8. Course Contents : Perform Marking, Perform Straight, Diagonal, Draw, Round, Radius filing, Perform Drilling, Taping, Dyeing, Side cutting, Parting, Tool grinding, V-Tool Grinding, Drill bit grinding, Mix Shaft cutting by Bend Saw, Perform Centering Facing, Step Turning, Center drilling, Taper Turning (External), Taper Turning (internal), Grooving, Drilling, Boring, Perform Multi Step Turning, Knurling, Threading, Parting by Lathe Machine, Perform Square Block Facing, Parallel Channel Cutting, V- Channel cutting, T-slot Cutting, Perform Shaping,
9. Evaluation : Skills and Theory Examination-
  - Evaluation system in theory class – Question & Answer method.
  - Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.
  - Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior & Mid- exam.
  - Final assessment- Final Exam is conducted by BTEB.

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	250	84
(b) Practical Continuous (PC)	250	84
(c) Theoretical Final (TF)	250	84
(d) Practical Final (PF)	250	84
<b>Methodology:</b>	<b>1000</b>	<b>336</b>

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

- Course Management Team:**
1. Md. Toriqul Islam (CI)
  2. Kazi Aziz Akhter Md. Hanif (Sr. Instructor)
  3. Mr. Somendra Poddar (Sr. Instructor)
  4. Md. Mohiuddin (Instructor)
  5. Md. Abdur Rahim (Instructor)
  6. Md. Hasanuzzaman (Instructor)
  7. Md. Sirajul Islam (Instructor)
  8. Md. Mokter Hossain (Instructor)



## 2.4 One Year Skills Courses (Refrigeration & Welding):

1	Duration	: 1 Year		
2	Number of Students	: 60		
3	Qualification	: SSC Pass		
4	Course Fee	: 1271/=		
5	Accommodation	: Limited Hostel Facilities		
6	Selection Procedure	: If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.		
7	Objective	: To provide basic knowledge, skills & attitude on welding, fabrication & Refrigeration. To develop skills on installation, servicing and repairing of RAC commercial plant. To develop skills to perform arc welding & cutting; gas welding & cutting; MIG (metal inert gas) & TIG (tungsten inert gas) welding.		
8	Course Contents	: Refrigeration and Air-Conditioning (RAC) tools & safety, function, tubing works, installation, charging-purging of refrigerant using Recovery & Re-cycling units, terminal of blower fan & compressor motor, Electrical wiring of all Accommodation of Refrigerator & Air-Conditioning units, install, servicing, maintenance, fault find & repair RAC domestic appliances & commercial AC plant. Different types of welding		
9	Evaluation	: <ul style="list-style-type: none"> <li>• Evaluation system in theory class – Question &amp; Answer method.</li> <li>• Evaluation system in Practical class – Completing specified job as per supplying Job sheet.</li> <li>• Taking Skills and Theory Examination.</li> </ul> <ul style="list-style-type: none"> <li>• Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior &amp; Mid- exam.</li> <li>• Final assessment- Final Exam is conducted by BTEB.</li> </ul>		
10	Subject		Total Marks	Pass Marks
		(a) Theoretical Continuous (TC)	250	84
		(b) Practical Continuous (PC)	250	84
		(c) Theoretical Final (TF)	250	84
		(d) Practical Final (PF)	250	84
			1000	336

### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

### Course Management Team:

1. Md. Kafi Khan (sr.Instructor)
2. Md. Shamud Doha (sr. Instructor)
3. Md. Mahabubur Rahman (sr. Instructor)
4. Md. Shaniful Islam (Instructor)

### 2.5 One Year Skills Courses (Electrical):

1	Duration	: 1 Year		
2	Number of Students	: 60		
3	Qualification	: SSC Pass		
4	Course Fee	: 1271/=		
5	Accommodation	: Limited Hostel Facilities		
6	Selection Procedure	: If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.		
7	Objective	: This course is designed to enhance the knowledge & skills about domestic and Industrial wiring, motor control system and testing of electrical installation and earthing..		
8	Course Contents	: <ul style="list-style-type: none"> <li>• Practical on electrical circuits and electrical motor.</li> <li>• Controlling system of industry by modern sequence control trainer.</li> <li>• Uses of oscilloscope, power supply unit, sweep generator, digital multi-meter.</li> <li>• Industrial control system by using PLC trainer.</li> </ul>		
9	Evaluation	: <ul style="list-style-type: none"> <li>• Evaluation system in theory class – Question &amp; Answer method.</li> <li>• Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.</li> <li>• Taking Skills and Theory Examination.</li> </ul>		
		: <ul style="list-style-type: none"> <li>• Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior &amp; Mid- exam.</li> <li>• Final assessment- Final Exam is conducted by BTEB.</li> </ul>		
10	Subject		Total Marks	Pass Marks
		(a) Theoretical Continuous (TC)	250	84
		(b) Practical Continuous (PC)	250	84
		(c) Theoretical Final (TF)	250	84
		(d) Practical Final (PF)	250	84
			1000	336

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

#### Course Management Team:

1. Mst. Umme Habiba Aftara Begam (CI)
2. Mina Parvin (sr. Inst.)
3. Md. Azahar Ali (sr. Inst)
4. Md. Fazlul Haque (Sr. Inst)
5. M.M. Khaibar Ali (Instructor)
6. Md. Humayun Kabair Bhui. (Instructor)

## 2.6 One Year Skills Courses (Electronics):

1. Duration	: 1 Year																								
2. Number of Students	: 60																								
3. Qualification	: SSC Pass																								
4. Course Fee	: 1271/-																								
5. Accommodation	: Limited Hostel Facilities																								
6. Selection Procedure	: If applicant is twice than the seat capacity then written test is arranged for selection, otherwise viva is held for selection.																								
7. Objective	: This course is designed to enhance the knowledge, skills and attitude in performing testing assembling / disassembling of electronic components, maintaining and repairing audio/video products and systems, electrical & electronics circuits and maintaining and repairing electronically-controlled domestic appliances. It also covers computer operation with internet browsing, industry control system and electronically- controlled office equipment repair and commissioning of consumer electronic products and systems.																								
8. Course Contents	: <ul style="list-style-type: none"><li>+ Making AC/DC power supply unit and amplifier.</li><li>+ UPS, IPS Assemble, CD &amp; DVD Assemble.</li><li>+ Design and making (PCB)</li><li>+ Basic digital logic gate and hobby electronics.</li><li>+ Advance digital electronics Circuit.</li><li>+ Computer software language programming in C.</li><li>+ TV Assemble and LED TV repairing.</li><li>+ Uses of oscilloscope and pattern generator and Other Equipments.</li><li>+ Dish antenna assemble and maintenance.</li></ul>																								
9. Evaluation	: <ul style="list-style-type: none"><li>+ Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior &amp; Mid- exam.</li><li>+ Final assessment- Final Exam is conducted by BTEB.</li></ul>																								
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	Theory & Practical	Total Marks	Pass Marks																						
(a) Theoretical Continuous (TC)		250	84																						
(b) Practical Continuous (PC)		250	84																						
(c) Theoretical Final (TF)		250	84																						
(d) Practical Final (PF)		250	84																						
		1000	336																						

### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational & Industrial attachment.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

**Course Management Team:**

1. Md. Showkat Ali Miah (Sr. Inst)
2. Hamida Khatun . (Instructor)
3. Hasnat Zahan Munni . (Instructor)
4. Shamima Yasmin . (Instructor)
5. Md. Rafiqul Islam . (Instructor)
6. Md. Hafizur Rahman . (Instructor)
7. Sahida Khatun . (Instructor)

### 3.0 Short Courses

#### 3.1 Six Month Courses (Computer)

1	Duration	: 6 Months																		
2	Number of Students	: 30																		
3	Qualification	: SSC																		
4	Course Fee	: 2034/=																		
5	Accommodation	: Non Residential																		
6	Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination. : This course is designed for operating a personal computer and using office application software, Sending and receiving email, web browser, typing a document in Bangla and English, assembling a PC, use of network, troubleshooting computer and networks.																		
7	Objective																			
8	Evaluation	: * Continuous assessment- Class test, Quiz test, assignment, Job Experiment, viva, behavior & Mid- exam. * Final assessment- Final Exam is conducted by BMET																		
9	Course Contents	: * Microsoft office program & Hardware Maintenance. * Internet Browsing & E-mail system. * Networking & document printing.																		
10	Subject	: <table border="0" style="margin-left: 40px;"><thead><tr><th>Theory &amp; Practical</th><th>Total Marks</th><th>Pass Marks</th></tr></thead><tbody><tr><td>(a) Theoretical Continuous (TC)</td><td>50</td><td>25</td></tr><tr><td>(b) Practical Continuous (PC)</td><td>200</td><td>100</td></tr><tr><td>(c) Theoretical Final (TF)</td><td>50</td><td>25</td></tr><tr><td>(d) Practical Final (PF)</td><td>200</td><td>100</td></tr><tr><td></td><td>500</td><td>250</td></tr></tbody></table>	Theory & Practical	Total Marks	Pass Marks	(a) Theoretical Continuous (TC)	50	25	(b) Practical Continuous (PC)	200	100	(c) Theoretical Final (TF)	50	25	(d) Practical Final (PF)	200	100		500	250
Theory & Practical	Total Marks	Pass Marks																		
(a) Theoretical Continuous (TC)	50	25																		
(b) Practical Continuous (PC)	200	100																		
(c) Theoretical Final (TF)	50	25																		
(d) Practical Final (PF)	200	100																		
	500	250																		

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

**Course Management Team:** 01. Md Kamal Hossain (Sr.Inst)  
02. Safina Islam (Sr.Inst)

### 3.2 Six Month Courses (Auto mechanics with driving)

1. Duration	: 6 Months																		
2. Number of Students	: 60																		
3. Qualification	: Eight Pass																		
4. Course Fee	: 3000/-																		
5. Accommodation	: Non Residential																		
6. Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.																		
7. Objective	: This course is designed for the students to enhance skills of safe driving and basic knowledge of automobile maintenance for the demand of home and overseas job market.																		
8. Course Contents	: Skills on drive a vehicle efficiently in different condition. Stop a vehicle during brake failure. Know the defensive driving Take care of vehicle. Identification the different component of engine and vehicle. Basic servicing & maintenance at different systems of vehicle. Know the traffic rules & regulations& understand the road signs, road markings & traffic signals. Aware about duties & responsibilities of a driver. Know the automotive air pollution control system. Skills on first aid during road accident.																		
9. Evaluation	: <ul style="list-style-type: none"><li>• Evaluation system in theory class – Question &amp; Answer method.</li><li>• Evaluation system in Practical class – Completing specified job as per supplying Job sheet.</li><li>• Taking Skills and Theory Examination.</li><li>• Final assessment- Final Exam is conducted by BTEB</li></ul>																		
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Theory & Practical	Total Marks	Pass Marks																	
(a) Theoretical Continuous (TC)	50	25																	
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(c) Theoretical Final (TF)	50	25																	
(d) Practical Final (PF)	200	100																	
	500	250																	

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

#### Course Management Team:

1. Mirza Khaled Hossain (Sr.Inst)
2. Prakash kumar Pramanik (Inst)
3. Md. Ehsanul Kabir (Inst)

### 3.3 Six Month Courses (Refrigeration & air Conditioning):

1	Duration	:	6 Months																								
2	Number of Students	:	60																								
3	Qualification	:	VIII Pass																								
4	Course Fee	:	2425/-																								
5	Accommodation	:	Non Residential																								
6	Selection Procedure	:	If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.																								
7	Objective	:	<ul style="list-style-type: none"><li>• To understand main parts of refrigeration and air conditioning system and modern refrigeration system.</li><li>• To provide basic knowledge and skills on AirConditioning.</li><li>• To develop skills on Installation, servicing and repairing of RAC domestic appliances &amp; commercial plant.</li></ul>																								
8	Course Contents	:	Refrigeration and Air-Conditioning (RAC) tools & safety, function, tubing works, installation, charging-purging of refrigerant using Recovery & Re-cycling units, terminal of blower fan & compressor motor, Electrical wiring of all Accommodation of Refrigerator & Air-Conditioning units, install, servicing, maintenance, fault find & repair RAC domestic appliances & commercial AC plant.																								
9	Evaluation	:	<ul style="list-style-type: none"><li>• Evaluation system in theory class – Question &amp; Answer method.</li><li>• Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.</li><li>• Taking Skills and Theory Examination.</li><li>• Final assessment- Final Exam is conducted by BTEB</li></ul>																								
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	Theory & Practical	Total Marks	Pass Marks																								
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(c) Theoretical Final (TF)		50	25																								
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		500	250																								

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

**Course Management Team:**

1. Md. Kafi Khan (sr. InSTRUCTOR)
2. Kazi Sirazzodulha (sr. InSTRUCTOR)
3. Md. Mahabubur Rahman (sr. InSTRUCTOR)
4. Md. Shariful Islam (InSTRUCTOR)
5. Mr. Reboti Kumar Biswas (InSTRUCTOR)

### 3.4 Six Month Courses (General Electrician)

- 1 Duration : 6 Months
- 2 Number of Students : 60
- 3 Qualification : viii Pass
- 4 Course Fee : Free
- 5 Accommodation : Non Residential
- 6 Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
- 7 Objective : This course is designed to enhance the knowledge & skills about domestic and industrial installation including all kinds of testing.
- 8 Course Contents :
  - + Practical on electrical circuits and electrical motor.
  - + Controlling system of industry by modern sequence Control trainer.
  - + Uses of oscilloscope, power supply unit, sweep generator, digital multi-meter.
- 9 Evaluation :
  - + Evaluation system in theory class – Question & Answer method.
  - + Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.
  - + Taking Skills and Theory Examination.
  - + Final assessment- Final Exam is conducted by BTEB

10 Subject	Theory & Practical	Total Marks	Pass Marks
	(a) Theoretical Continuous (TC)	50	25
	(b) Practical Continuous (PC)	200	100
	(c) Theoretical Final (TF)	50	25
	(d) Practical Final (PF)	200	100
		500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

#### Course Management Team:

1. Mst. Umme Habiba Aftara Begam (CI.)
2. Md. Azahar Ali (Sr. Inst.)
3. M.M. Khaibar Ali (Inst.)
4. Md. Humayun Kabair Bhuiyan. (Inst.)

### 3.5 Six Month Courses Machine tools Practice & CNC Machine Operation Machinist

1. Duration : 6 Months
2. Number of Students : 60
3. Qualification : SSC pass
4. Course Fee : 4000/-/ STEP / SEIP
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This Course is designed for to provide the knowledge, Skills & Attitude to the student through both of Theoretical and Practical Classes and to develop the working ability & habits By the practice of various Accommodations of Operations.
8. Course Contents : Perform Marking, Perform Straight, Diagonal, Draw, Round, Radius filing, Perform Drilling, Taping, Dyeing, Side cutting, Parting, Tool grinding, V-Tool Grinding, Drill bit grinding, Ms Shaft cutting by Bend Saw, Perform Centering Facing, Step Turning, Center drilling, Taper Turning (External), Taper Turning (Internal), Grooving, Drilling, Boring, Perform Multi Step Turning, Knurling, Threading, Parting by Lathe Machine, Perform Square Block Facing, Parallel Channel Cutting, V- Channel cutting, T-slot Cutting, Perform Shaping.
9. Evaluation :
  - Evaluation system in theory class – Question & Answer method.
  - Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.
  - Taking Skills and Theory Examination.
  - Final assessment- Final Exam is conducted by BMET

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
	500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational, Industries visit.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

#### Course Management Team:

1. Md. Toriqul islam (CI)
2. Kazi Aziz Akhter Md. Hanif (Sr. Instructor)
3. Md. Mohiuddin (Instructor)
4. Md. Abdur Rahim (Instructor)
5. Md. Hasanuzzaman (Instructor)
6. Md. Sirajul Islam (Instructor)



### 3.6 Six Month Courses (Auto mechanics with Auto electrician)

1. Duration : 6 Months
2. Number of Students : 60
3. Qualification : Eight Pass
4. Course Fee : 2745/=
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This course is designed to enhance the knowledge, skills and attitude in inspecting, cleaning and repairing mechanical or electrical parts, components, assemblies and sub-assemblies of automotive vehicle with petrol, diesel or gas engine.
8. Course Contents :
  - Repair of gasoline & diesel engine.
  - Repair of auto electric connections. It also covers engine tune-up for both diesel and gasoline; servicing of engine mechanical components such as intake, exhaust, cooling, lubricating, starting and braking system and performing power train, ignition, charging, steering and braking systems.
9. Evaluation :
  - Evaluation system in theory class – Question & Answer method.
  - Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.
  - Taking Skills and Theory Examination.
  - Final assessment- Final Exam is conducted by BTEB

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
	500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BTEB)

**Course Management Team:**

1. Md. Nasir Uddin (Inst)
2. Md. Ekramul Haque (Inst)

### 3.7 Six Month Courses (Electrical machine maintenance )

1. Duration	: 6 Months		
2. Number of Students	: 60		
3. Qualification	: Eight Pass		
4. Course Fee	: 2520/-		
5. Accommodation	: Non Residential		
6. Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.		
7. Objective	: This course is designed to enhance the knowledge & skills about electrical installing, motor controlling circuit & nd attitude in fixing and securing equipment, applying repairing maintenance of all electrical home application.		
8. Course Contents	: <ul style="list-style-type: none"><li>• Practical on electrical circuits and electrical motor.</li><li>• Controlling system of industry by modern sequence control trainer.</li><li>• Uses of oscilloscope, power supply unit, sweep generator, digital multi-meter.</li></ul>		
9. Evaluation	: <ul style="list-style-type: none"><li>• Evaluation system in theory class – Question &amp; Answer method.</li><li>• Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.</li><li>• Taking Skills and Theory Examination.</li><li>• Final assessment- Final Exam is conducted by BMET</li></ul>		
10. Subject		Total Marks	Pass Marks
	(a) Theoretical Continuous (TC)	50	25
	(b) Practical Continuous (PC)	200	100
	(c) Theoretical Final (TF)	50	25
	(d) Practical Final (PF)	200	100
		500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bangladesh Technical Education Board (BMET)

**Course Management Team:**

1. Umme Habiba Afteara Begam (CI)
2. MM. Khaibar Ali (Inst)
3. Md Humayun kabir Shuiyan (Inst)

### 3.8 Six Month Courses (Graphic Design)

1. Duration	:	6 Months		
2. Number of Students	:	60		
3. Qualification	:	SSC		
4. Course Fee	:	2520/-		
5. Accommodation	:	Non-Residential		
6. Selection Procedure	:	If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.		
7. Objective	:	This course is designed to enhance the knowledge, skills and attitude in using industry office application software, separating image background, manipulation and retouching a digital image and content using an image processing application, creating shapes and applying text (e-g Illustrator). It also covers developing materials doe printing and output and repairing interactive PDF files.		
8. Course Contents	:	<ul style="list-style-type: none"> <li>• Illustrator.</li> <li>• Photoshop.</li> <li>• Quark X press.</li> </ul>		
9. Evaluation	:	<ul style="list-style-type: none"> <li>• Evaluation system in theory class – Question &amp; Answer method</li> <li>• Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.</li> <li>• Taking Skills and Theory Examination.</li> <li>• Final assessment- Final Exam is conducted by BMET</li> </ul>		
10. Subject			Total Marks	Pass Marks
	(a) Theoretical Continuous (TC)		50	25
	(b) Practical Continuous (PC)		200	100
	(c) Theoretical Final (TF)		50	25
	(d) Practical Final (PF)		200	100
			500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

#### Course Management Team:

1. Ambia Khatoon (Sr.Inst)
2. Md. Abul Qasem (Inst)
3. Md. Mahbub (Inst)

### 3.9 Six Month Courses (Architectural Drafting with AutoCAD)

1. Duration	: 6 Months																		
2. Number of Students	: 30																		
3. Qualification	: SSC Pass																		
4. Course Fee	: 2520/=																		
5. Accommodation	: Non Residential																		
6. Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.																		
7. Objective	: This course is designed to enhance the knowledge, skills of Architectural drawing with Auto CAD (2D & 3D) in addition Manual drawing of civil & Architectural engineering aspects.																		
8. Course Contents	: <ul style="list-style-type: none"><li>• Understand and uses of Auto CAD Software</li><li>• Practice on Auto CAD command (2D &amp; 3D).</li><li>• Practice on Architectural drawing with Auto CAD (2D &amp; D).</li><li>• Manually Practice on civil &amp; Architectural engineering aspects</li><li>• Practice on three dimensional view, project drawing with CAD &amp; Manually.</li><li>• Practice on multistoried building drawing as per RAJUK sheet</li><li>• Preparation of block model&amp; printing practice.</li></ul>																		
9. Evaluation	: <ul style="list-style-type: none"><li>• Evaluation system in theory class – Question &amp; Answer method.</li><li>• Evaluation system in Practical class–Completing specified Job as per supplying Job sheet.</li><li>• Taking Skills and Theory Examination.</li><li>• Final assessment- Final Exam is conducted by BMET</li></ul>																		
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	Total Marks	Pass Marks																	
(a) Theoretical Continuous (TC)	50	25																	
(b) Practical Continuous (PC)	200	100																	
(c) Theoretical Final (TF)	50	25																	
(d) Practical Final (PF)	200	100																	
	500	250																	

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

#### Course Management Team:

1. SahnaJ Akther (CI)
2. Urmila Saha (Sr Inst)
3. Md Ferdous Rahman (Inst)
4. Rejwana Siddik (Inst)
5. Jesmin Aktar (Inst)
6. Rajia Sultana (Inst)

### 3.10 Six Month Courses (Civil AutoCAD)

1. Duration : 6 Months
2. Number of Students : 30
3. Qualification : SSC pass
4. Course Fee : 2520/=
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This course is designed to enhance the knowledge, skills of Civil engineering drawing with Auto CAD (2D & 3D).
8. Course Contents :
  - Identification and uses of Auto CAD Software
  - Practice on Auto CAD command (2D & 3D).
  - Practice on Civil engineering drawing with Auto CAD (2D&3D).
  - Practice on three dimensional view, project drawing with CAD & Manually.
  - Practice on multistoried building drawing as per RAJUK sheet
  - Preparation of block model& printing practice.
9. Evaluation :
  - Evaluation system in theory class–Question & Answer method.
  - Evaluation system in Practical class–Completing specified Job as per supplying Job sheet.
  - Taking Skills and Theory Examination.
  - Final assessment- Final Exam is conducted by BMET

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
	500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

Course Management Team :  
Md. Delowar Hossain (C)  
Md. Sukumar Chandro das (Sr.Inst)  
Md. Rob Sheik (Inst)  
Md. Whab Ali (Sr.Inst)

### 3.11 Six Month Courses (Furniture making & Carpenter Shutter)

1. Duration	: 6 Months																		
2. Number of Students	: 30																		
3. Qualification	: Eight Pass																		
4. Course Fee	: 2020/=																		
5. Accommodation	: Non Residential																		
6. Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.																		
7. Objective	: This course is designed to enhance the knowledge, skills of Furniture making & Carpenter Shutter.																		
8. Course Contents	: <ul style="list-style-type: none"><li>+ Identification and uses of required tools equipments.</li><li>+ Practice on hand tools &amp; measuring tools.</li><li>+ Practice on drilling tools.</li><li>+ Practice on cross cutting.</li><li>+ Practice on Joint &amp; Joinery.</li><li>+ Making furniture e.g wooden table, chair tool etc.</li><li>+ Practice on wood polishing.</li><li>+ Practice on structural frame work (Wooden shuttering)</li></ul>																		
9. Evaluation	: <ul style="list-style-type: none"><li>+ Evaluation system in theory class – Question &amp; Answer method</li><li>+ Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.</li><li>+ Taking Skills and Theory Examination.</li><li>+ Final assessment- Final Exam is conducted by BMET</li></ul>																		
10. Subject	<table><thead><tr><th></th><th>Total Marks</th><th>Pass Marks</th></tr></thead><tbody><tr><td>(a) Theoretical Continuous (TC)</td><td>50</td><td>25</td></tr><tr><td>(b) Practical Continuous (PC)</td><td>200</td><td>100</td></tr><tr><td>(c) Theoretical Final (TF)</td><td>50</td><td>25</td></tr><tr><td>(d) Practical Final (PF)</td><td>200</td><td>100</td></tr><tr><td></td><td>500</td><td>250</td></tr></tbody></table>		Total Marks	Pass Marks	(a) Theoretical Continuous (TC)	50	25	(b) Practical Continuous (PC)	200	100	(c) Theoretical Final (TF)	50	25	(d) Practical Final (PF)	200	100		500	250
	Total Marks	Pass Marks																	
(a) Theoretical Continuous (TC)	50	25																	
(b) Practical Continuous (PC)	200	100																	
(c) Theoretical Final (TF)	50	25																	
(d) Practical Final (PF)	200	100																	
	500	250																	

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

#### Course Management Team:

1. Md. Delwar Hossain (Cl.)
2. Md. Waz Uddin (Inst.)
3. Md. Habibur Rahman (Inst.)

### 3.12 Six Month Courses (Mason, Rod Binder & Tiles Fixture)

1. Duration : 6 Months
2. Number of Students : 30
3. Qualification : Eight Pass
4. Course Fee : 2020/-
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This course is designed to enhance the knowledge, skills of Masonry, Rod Binding & Tiles Fixing.
8. Course Contents :
  - Identification and uses of required tools & equipments.
  - Practice on brick masonry, junction wall, cross wall & cavity wall construction.
  - Making of DPC & Patent stone flooring.
  - Practice on door-window frame fixing.
  - Practice on scaffolding preparation & setting.
  - Fabrication & placement of MS bar as per design.
  - Practice on tiles cutting manually & with the help machine.
  - Practice on water level, spirit level & plumb-bob level.
  - Practice on cast-in situ mosaic.
  - Practice on mosaic, marble tiles setting.
  - Practice on mosaic surface cutting with the help of floating machine.
9. Evaluation
  - Evaluation system in theory class – Question & Answer method.
  - Evaluation system in Practical class – Completing specified job as per supplying Job sheet.
  - Taking Skills and Theory Examination.
  - Final assessment- Final Exam is conducted by BMET

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
	500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

**Course Management Team:**

1. Md. Delwar Hossain (Cl.)
2. Md. Hasmot Ali Biswash (Inst.)
3. Md. Moududur Rahman (Inst.)
4. Md. Abul Bashar Miah (Inst.)

### 3.13 Six Month Courses (General Electronics)

1. Duration	: 06 Months		
2. Number of Students	: 60		
3. Qualification	: SSC		
4. Course Fee	: 2020/=		
5. Accommodation	: Non Residential		
6. Selection Procedure	: If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.		
7. Objective	: This course is designed to enhance the knowledge, skills and attitude in performing testing assembling / disassembling of electronic components, maintaining and repairing audio/video products and systems, electrical & electronics circuits and maintaining and repairing electronically-controlled domestic appliances. It also covers computer operation with internet browsing, industry control system, cellular phone and electronically- controlled office equipment repair and commissioning of consumer electronic products and systems.		
8. Course Contents	: <ul style="list-style-type: none"> <li>▪ Making AC/DC power supply unit and amplifier.</li> <li>▪ UPS, IPS Assemble, CD &amp; DVD Assemble.</li> <li>▪ TV Assemble and LED TV repairing.</li> <li>▪ Uses of oscilloscope and pattern generator and Other Equipments.</li> <li>▪ Dish antenna assemble and maintenance.</li> </ul>		
9. Evaluation	: <ul style="list-style-type: none"> <li>▪ Evaluation system in theory class–Question &amp; Answer method.</li> <li>▪ Evaluation system in Practical class–Completing specified Job as per supplying Job sheet.</li> <li>▪ Taking Skills and Theory Examination.</li> <li>▪ Final assessment- Final Exam is conducted by BMET.</li> </ul>		
10. Subject		Total Marks	Pass Marks
	(a) Theoretical Continuous (TC)	50	25
	(b) Practical Continuous (PC)	200	100
	(c) Theoretical Final (TF)	50	25
	(d) Practical Final (PF)	200	100
		500	250

#### Methodology:

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

#### Course Management Team:

1. Md. Showkot Ali Miah (Sr. Inst)
2. Hamida Khatun (Inst.)
3. Hasnat Zahar Munnir (Inst.)
4. Shamima Yasmin (Inst.)
5. Md. Rafiqul Islam (Inst.)
6. Md. Hafizur Rahman (Inst.)



### 3.14 Six Month Courses (Quality Control Management)

1. Duration : 06 Months
2. Number of Students : 30
3. Qualification : HSC pass
4. Course Fee : 500/-
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This course is specially designed to impart technical knowledge and skills to cope with the multifaceted requirement of production units the sewing section of RMG industry. The course will provide both theoretical and practical issues including current practice to make the students confidence to work in the related field.
8. Course Contents : Understand and use of industrial quality system.  
Practice on management system.  
Practice on identify fault  
Practice on Production system  
Practice on inspection management  
Practice on Industrial sewing machine  
Practice on drawing and cutting fabric  
Practice on dress making
9. Evaluation :
  - + Evaluation system in theory class–Question & Answer method.
  - + Evaluation system in Practical class – Completing specified Job as per supplying Job sheet.
  - + Taking Skills and Theory Examination.
  - + Final assessment- Final Exam is conducted by BMET

10. Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
<b>Methodology:</b>	500	250

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

**Course Management Team:**

1. Md. Amirul Islam (Sr.Inst.)
2. Md. Azmol Hossain (Inst.)
3. Jesmin Akter (Inst.)

### 3.15 Six Month Courses (Mid level Garment supervisor)

1. Duration : 06 Months
2. Number of Students : 30
3. Qualification : SSC pass
4. Course Fee : 500/-
5. Accommodation : Non Residential
6. Selection Procedure : If applicant is twice than the seat capacity then written test adapt for Selection Procedure, otherwise viva is held for nomination.
7. Objective : This course is specially designed to impart technical knowledge and skills to cope with the multifaceted requirement of production units the sewing section of RMG industry. The course will provide both theoretical and practical issues including current practice to make the students confidence to work in the related field.
8. Course Contents : Understand and use of Industrial production system.  
Practice on supervising system.  
Practice on Machine and operator layout  
Practice on Production system  
Practice on operator management  
Practice on industrial sewing machine  
Practice on drawing and cutting fabric Practice on dress making
9. Evaluation :
  - Evaluation system in theory class- Question& Answer method.
  - Evaluation system in Practical class - Completing specified job as per supplying Job sheet.
  - Taking Skills and Theory Examination.
  - Final assessment- Final Exam is conducted by BMET

10 Subject	Total Marks	Pass Marks
(a) Theoretical Continuous (TC)	50	25
(b) Practical Continuous (PC)	200	100
(c) Theoretical Final (TF)	50	25
(d) Practical Final (PF)	200	100
<b>Methodology:</b>	<b>500</b>	<b>250</b>

Blended learning method is applied. In blended mode major part of the training is delivered face-to-face and the rest part of the training is delivered through e-learning method. Training methodology consists of Face-to-face training, E-learning, Motivational.

**Certification:** Certification of the above course is from Bureau of Manpower Employment and Training (BMET)

**Course Management Team:**

1. Md. Amirul Islam (Sr.Inst)
2. Md. Azmol Hossain (Inst)
3. Jesmin Akter (Inst)

