

# Training Support and HRD Services



Ever had a desire to improve planning & increase office productivity through increased computer usage ?

Is there a pressing need for computer-trained manpower or do you experience IT skill shortage in competing with your counterparts ?

Do budgetary/procedural constraints in government refrain you from developing your human resource ?

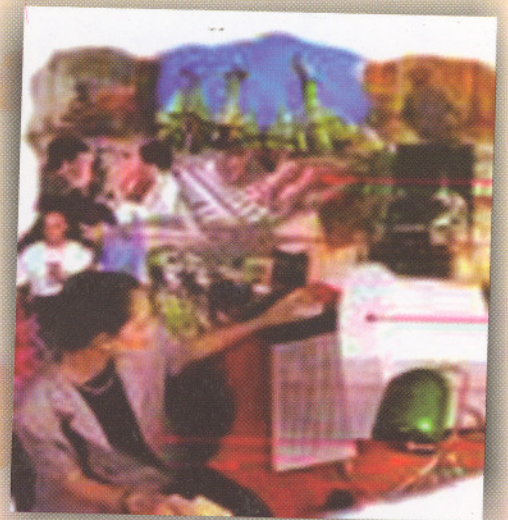
**IF YES..... then we are your solution providers !**

## Need for IT training .....

With the implementation of e-governance, IT is becoming more and more important in government operations. This requires training of people for effective use of ICT. People should feel comfortable with the IT tools they have to work; otherwise they will return to their old working habits and patterns.



“  
*We possess large  
domain expertise to  
understand varied  
working requirements  
and attitudes*  
”



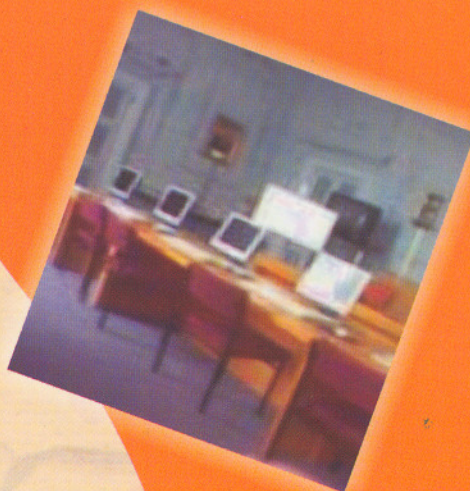
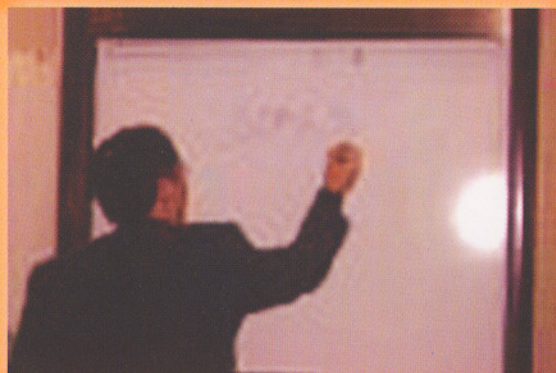
National Informatics Centre  
Department of Information Technology  
Ministry of Communications & Information Technology  
Government of India



*OUR MISSION : to provide a strong base for implementing sustained e-governance solutions in government.*

**Training services offered .....**

- ❖ **TECHNOLOGY UPDATE TRAININGS**  
Organized to keep NIC professionals up-to-date in emerging technologies.
- ❖ **PAID TRAININGS**  
Conducted to impart necessary IT skills to officials working at various levels in government departments. Can be customized as per user requirements.
- ❖ **APPLICATION-SPECIFIC TRAININGS**  
To acquaint users to department-specific application software and Information Management Tools developed in-house by NIC.
- ❖ **SPONSORED TRAININGS**  
Courses sponsored by the Department of Official Languages(DOL) & the Department of Personnel & Training(DOP&T), New Delhi



**From The Fact File :**

- ❖ State-of-the-art training infrastructure
- ❖ Technically skilled trainers from scientific cadre
- ❖ Training imparted to about 12,000 government officers/officials at various levels in the past decade
- ❖ 40-45 regular training programmes conducted every year covering more than 60 State/ Central govt. departments & PSU's
- ❖ Customer satisfaction targetted as per ISO-9000 standards
- ❖ Man-Machine ratio of 1 : 1 maintained as per NIC's norms
- ❖ Participant - Instructor ratio of 8 : 1 during lab sessions



**It is our pleasure to serve you!**

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