

F.No. 7(31)/2009/Acad.order/Trg/242

Dated: 06.11.2012

CIRCULAR

Sub; - Availability of instructional material for the subject Employability skills

It is for the information that National Instructional Media Institute (NIMI) has developed instructional material for the course on Employability skills, for the use of instructors and trainees of all trades under CTS. All the under mentioned five modules of the course have been covered in the book.

1. Communication skills
2. English Proficiency
3. Quality Management Tools
4. Entrepreneurship Development Skills
5. Occupational Safety & Health

The language used in the book is simple and the topics have been explained with the latest participatory training techniques supported with the colorful illustrations. The book is available at a reasonable price of Rs. 160/- and can be purchased from NIMI, Chennai. The contact details of NIMI are as under

National Instructional Media Institute (NIMI)
Post Box. 3142, CTI Campus, Guindy Industrial Estate
Guindy, Chennai- 600 032
Phone: 044-22500248, 22500657; Fax: 044-22500791
Mobile: 08056026076 (Shri Mehalan)
E-mail: nimichennai@vsnl.net; nimi_bsnl@dataone.in; sales@nimi.in
Website: www.nimi.gov.in



(Ratna Das)
Assistant Director (Exam.)

Copy to:-

- 1 ✓ Assistant programmer with a request to upload the same on department web site
- 2 Principal all government ITI