

Udyam Abhilasha Entrepreneurship Awareness Campaign

Important information for Master Trainers (State team/DM/DC/Others)

- Go through the programme guidelines carefully.
- Understand the implementation and training processes in detail.
- Ensure that the VLEs have received all the relevant information.
- Ensure that VLEs from your respective districts have received login credentials for both <http://www.udyamabhilasha.in> and <https://udyamimitra.in>
- **Training dates: 3rd to 7th October 2018**
- Training duration: 3 hrs every day for 5 days (Total 15 hours)
- Ensure that all candidates under the programme get the handbook.
- Inform the VLEs to complete post assessment of all candidates and provide them with certificates
- Contact Varun/ Manmeet for any support on email varun.chauhan@csc.gov.in and manmeet.kaur@csc.gov.in
- A dedicated number 011-49754975 (Ext. 402/ 426) will be available for business plan support during and after the awareness campaign.

During Training

Do's

- ✓ **Ensure that the VLEs/ trainers and candidates follow all the guidelines under the programme.**
- ✓ Ensure that you visit centre/s and provide handholding support to the VLE/s for all five days.
- ✓ Ensure that the VLEs conduct training for full 3 hours every day.
- ✓ Ensure that attendance is marked every day by the trainer.
- ✓ Take pictures of the training sessions and share on social media.
- ✓ Allow the trainers and participants to clear their doubts/ queries.
- ✓ Keep your phones switched off/ silent during the training.
- ✓ Please refer to all the training content sent to you (also available on www.udyamabhilasha.in) such as:
 - ✓ Training PPTs
 - ✓ Training Videos
 - ✓ Other inspirational videos
 - ✓ Text files available on the portal
- ✓ Encourage the trainers to call teachers/ bankers/ entrepreneurs from local community to provide training on relevant topics.

- ✓ Be interactive and engage the VLEs/ participants during the training session.
- ✓ Invest adequate time in training the VLEs so that they can train the candidates well subsequently.

Don'ts

- × Don't discourage VLEs from asking questions and clearing their doubts during the training.
- × Don't discourage candidates from asking questions and clearing their doubts during the training.
- × Don't train in a hurry. Spend enough time on explaining the topics clearly.
- × Don't encourage distractions in the form of mobile phones, loud talking etc. during the training.

All the best!!