Annexure
Annexure - 1

QUESTIONNAIRE TRAINER’S SURVEY

Note: Your feedback will be the major source of information for the Evaluation of Trainings conducted by Tamilnadu Irrigation Management training Institute Trichy for academic purposes. Your responses will be treated as strictly confidential and shall be used for academic purposes only. So kindly spare a little time and fill carefully. Please complete this form and return the same as a service to your colleague.

1. Please mark a tick ( ) wherever applicable

2. Score whichever is not applicable

1. Name (In capital letters):

2. Designation:


4. Official Address: Thuvakudy/Tiruvarur

5. Educational Qualification ( ) : BE/ME/B.Sc(Ag)/M.Sc.(Ag)

Please specify the branch

: Civil/Mech/Agronomy/Water Resource/

Structural/SWC/

6. Special Qualification

1. P.G.Diploma :

2. Certificates ( In Country) :

3. Certificates ( Abroad) :

4. P.G :


7. Total Experience in terms of years in the Department / University
   a. Below 10 years  b. 10 - 20 Years  c. 20 - 30 Years  d. above 30 years

8. Total Experience in terms of years at IMTI.
   1 / 2 / 3 / 4 / 5 / 6 / 7 / 8 / 9 / 10 / 10

9 Reasons for joining at IMTI
   a. On my own option & interest
   b. By virtue of promotion
   c. On Transfer
   d. Other reasons

10 Number of training programmes that you have coordinated during your service at Irrigation Management Training Institute

<table>
<thead>
<tr>
<th>Year</th>
<th>No of programmes (On campus)</th>
<th>Off campus</th>
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<tbody>
<tr>
<td>1. 1997 - 1998</td>
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<tr>
<td>2. 1998 - 1999</td>
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<td>3. 1999 - 2000</td>
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<td>4. 2000 - 2001</td>
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<td>5. 2001 - 2002</td>
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<td>6. 2002 - 2003</td>
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Please circle (O) the appropriate number as your response for the questions from 11 to 17

11. What are the methods that you adopt for identifying the training needs?
   a. Survey  
      1  2  3  4
   b. Group Discussion/Interview  
      1  2  3  4
   c. Observation  
      1  2  3  4
   d. From sponsored Agency  
      1  2  3  4
   e. As per fixed calendar of activity for each faculty  
      1  2  3  4
12. How are you adopting the following methods in selecting the trainees for the programmes?

a. By Interviewing Trainees
b. With the help of sponsored agency
c. By Screening applications of candidate
d. By Newspaper Advertisement
e. By inviting nominations from Sister departments

13. Training Methods

a. Lecture
b. Group Discussion
c. Demonstration
d. Field trips

14. Training Materials

a. Black board
b. Chart - Poster
c. Reading Materials
d. Power point
e. Demonstration Unit

15. Methods of Evaluation

a. Skill test
b. Observation / Interview
c. Written Test/ Quiz
d. by assigning group projects & 

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e. By assigning individual projects & 

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f. By the involvement of participants & 

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16. Follow up Support &

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a. Providing farm literature & 

Organising demonstrations at Village level (ARP) & 

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b. Organising off campus trainings & 

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c. Linking people with various developmental agencies & 

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17. Problems as perceived by the trainers &

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a. Less teaching skill & 

d. Uncertainty over the deputation Period & 

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e. Lack of promotional opportunities due to foreign service & 

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f. Lack of official link with parent department during deputation period & 

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<th>4</th>
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</table>

g. Less consideration for regular departmental promotion during deputation period & 

|   | 1 | 2 | 3 | 4 |
h. Less consideration for Trainings (Inland and Abroad) during deputation period  

1  2  3  4

i. Difficulties to get repatriated back to parent department when decided  

1  2  3  4

j. Less consideration for continuance IMTI beyond the approved deputation Period (for a maximum of 6 years as per G.O)  

1  2  3  4

18. How long you wish to serve at IMTI?  

1 / 2 / 3 / 4 / 5 / 6 / 

(If approved beyond six years) 7 / 8 / 9 / 10 /

19. Practically speaking do you get encouragement & support from your superior faculty member?  

Yes / No

If yes, please specify the type of support  

a. Policy level guidance  
b. Guidance for day today activities  
c. Overall Guidance  
d. others (Pl specify)

If No, why?
20. Whether you have attended any Training of Trainers programme?

Yes / No

If yes, please furnish the following details:

<table>
<thead>
<tr>
<th>Slno.</th>
<th>Name of the Course</th>
<th>Name of the Institution</th>
<th>Duration (Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
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<td></td>
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<tr>
<td>4</td>
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</tbody>
</table>

21. How were you deputed for the Training of Trainers?

   a. By identifying my training need
   b. To utilise the available opportunity
   c. To refresh the training methodology
   d. Instructed to participate the programme though I was not interested to attend

22. In what ways Training of Trainers programme were helpful to discharge your duties?

   a. Providing farm literature
   b. Helpful to update my knowledge on subject
   c. Helpful to develop the skill
   d. Helpful to develop positive attitude
   e. Increased my level of self confidence dealing with latest subjects
   f. Refreshed the subjects studied in the past
   g. Any other
23. What are the course for which you have served as coordinator / Associate Coordinator?

<table>
<thead>
<tr>
<th>Sl</th>
<th>Name of the Course</th>
<th>Course Coordinator/ Associate Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>2.</td>
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<tr>
<td>3.</td>
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</tbody>
</table>

24. Besides the course for which you served as Coordinator/ Associate coordinator & also the Guest lecture delivered, what are all the other topics for which you feel that you are highly prepared.

1. 

2. 

3. 

25. How well ahead you prepare yourself before conducting any training programme?

   Please put the appropriate number against each

   1. Two months before start of the programme
   2. One month before the start of the programme
   3. Fortnight before the start of the programme
   4. One week before the start of the programme
On campus Trainings  Off campus Trainings

a. For Junior Level Officers  --  --
b. For Middle Level Officers  --  --
c. For Senoir Level Officers  --  --
d. Field Staff Training  --  --
d. For Farmers Training  --  --

26. While preparing the lesson plan do you consider the following?

1. What is to be taught? Yes / No
2. How it is to be taught? Yes / No
3. How is learning to be assessed? Yes / No

27. What are all the training management function that you are consider while conducting the training programme?

1. Planning a training programme Yes / No
2. Scheduling of activities Yes/ No
3. Operating activities Yes/ No
4. Controlling the entire programme Yes/ No
5. Evaluating Yes/ No

If Yes for item 1 Please furnish the response for the following

Planning a training Programme

1. Identifying level of trainees Yes/ No
2. Assessing of trainers Yes/ No
3. Making training decision Yes/ No
4. Inviting a Resource person
Yes/ No

5. Accommodation
Yes/ No

6. Training facilities
Yes/ No

7. Correspondences
Yes/ No

8. Logistic support (Typist, artist, transport, refreshment, labour etc)
Yes/ No

If Yes for item 3 Please furnish the response for the following

b. Operating activities

1. Training Room assignment
Yes/ No

2. Audio visual Aids
Yes/ No

3. Monitoring trainees Response
Yes/ No

4. Managing training time
Yes/ No

28. On the start of the training programme do you consider the objectives of the trainings as

1. Relevant to the works situation of the participants

2. Likely to promote action

3. Achievable

4. Developmental - lead to higher levels of achievement

5. Definable in terms of behaviour or changes in knowledge skill and attitudes

6. Specific can be evaluated
29. Do you Practice the following for Managing Trainees?

1. Adult to Adult Rapport
   - Yes/ No

2. Flexibility & Independence to Trainees
   - Yes/ No

3. Recognising individual differences of the trainees
   - Yes/ No

4. Increasing group cohesion among trainees
   - Yes/ No

5. Holiday recreational activities for trainees
   - Yes/ No

6. Managing the Trainees stress
   - Yes/ No

30. Do you get prepared with regards to the following items before conducting the training programme? Please Say Yes or No

<table>
<thead>
<tr>
<th>Slno.</th>
<th>Item</th>
<th>On campus</th>
<th>Off campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Classroom</td>
<td></td>
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<td>2.</td>
<td>Hostel</td>
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<tr>
<td>3.</td>
<td>Manpower facilities</td>
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<tr>
<td>4.</td>
<td>Audio visual equipments</td>
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<tr>
<td>5.</td>
<td>Lecture Materials</td>
<td></td>
<td></td>
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<tr>
<td>6.</td>
<td>Power Point Presentation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

31. What is your opinion about the adequacy of infrastructure available at IMTI?

1. More than adequate

2. Just Adequate

3. In adequate

4. Not adequate
32. What were the difficulties experienced by you while organising the trainings?

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>JLO</th>
<th>MLO</th>
<th>SLO</th>
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<tbody>
<tr>
<td>1.</td>
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<td>4.</td>
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</table>

33. What are your suggestions to improve the efficiency in the conduct of training?

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>JLO</th>
<th>MLO</th>
<th>SLO</th>
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<td>4.</td>
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</table>

For Farmers Trainings

34. What were the difficulties experienced by you while organising the training for Farmers?

<table>
<thead>
<tr>
<th></th>
<th>On campus</th>
<th>Off campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trainings</td>
<td></td>
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</table>

1. 
2. 
3. 
4.
35. What are your suggestions to improve the efficiency in the conduct of training for Farmers?

On campus Trainings

1.

2.

3.

4.

Off campus Trainings

36. What is your opinion about the Trainer and Trainee relationship during the training programme?

1.

2.

3.

4.

37. What are the ways in which services of IMTI cab be utilized for the benefit of the society and Engineering community?

1.

2.

3.

4.

38. What type of support / guidance that you are expecting from the Management to improve the quality of Training?

1.

2.

3.

4.
39. Whether any core faculty members are working in your Institution?

Yes / No

If Yes, How many are working?

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Discipline</th>
<th>Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>2.</td>
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</table>

If No, What is your opinion about appointment of core faculty?

a. Strongly Agree   b. Agree   c. Not necessary   d. No comments

40. Please suggest the Disciplines & Number of Core Faculty required for IMTI

<table>
<thead>
<tr>
<th>Sl.no</th>
<th>Discipline</th>
<th>IMTI</th>
<th>IMTI</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Thuvakudy</td>
<td>Thiruvarur</td>
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<td>4.</td>
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</table>

41. What are the difficulties that you have faced in change over period from Engineer to Trainer?

1. At the beginning of your service at IMTI (First three months)

   a. 
   b. 
   c. 
   d. 
2. After three months period
   a.
   b.
   c.

42. How did you overcome the above problems?

43. Please feel free to write any other comments
   a.
   b.
   c.
   d.

Thank you very much for sparing your valuable time in filling this form.
12. Did you have sufficient information about the following before you arrived at the Institution?

1. Objectives of the Course : Yes / No
2. Academic level & content of the programme : Yes / No
3. Tentative Time Table : Yes / No
4. Type of accommodation and boarding : Yes / No

13. Was the content of the programmes directly relevant to your present or future work? : Yes / No

14. List the three main problems encountered in your job

1
2
3

15. Do you feel the training conducted at IMT was helpful to solve your problems effectively? : Yes/No

If yes, in which way (Specify)

If no, please give reasons.

1
2
3
16. List the element/contents covered in the training programmes of IMTI that you feel would benefit you most on the job.

1
2

17. Comment on the theoretical inputs of the subjects that were discussed and their practical application.

18. Was the length of the programme too long or short or appropriate?

   a) Long
   b) Short
   c) Appropriate

   If your answer is a or b, please suggest the duration of the programme that you would feel most appropriate.

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<thead>
<tr>
<th>Name of the programme</th>
<th>Duration</th>
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<td>3</td>
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</table>
19. Would you recommend others to attend the training programmes at IMTI?

1. If yes / No please furnish the reasons.

a) 

b) 

Please circle appropriate number for your response for the questions 20 to 26

20. Usefulness of the training programmes: 1 2 3 4 5

21. Training helped me to acquire new skill and Techniques directly related to my job? : 1 2 3 4 5

22. Usefulness in terms of Performance improvement : 1 2 3 4 5

23. Effectiveness of Methodology adopted and learning resources used in training programme

a. Lecture sessions : 1 2 3 4 5

b. Participant’s activity oriented sessions : 1 2 3 4 5

c. Group work : 1 2 3 4 5
d. Individual Assignment/Project work : 1 2 3 4 5
e. Field work : 1 2 3 4 5
24. Adequacy of time allotted to the following

<table>
<thead>
<tr>
<th>Activity</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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<tbody>
<tr>
<td>a. Lecture session</td>
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<td>b. Tutorials</td>
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<td>c. Laboratory session</td>
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<td>d. Group work</td>
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<td>e. Individual/Project work</td>
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<td>f. Field visit</td>
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<td>g. Interaction with experts</td>
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25. Opinion about course organization

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<th>5</th>
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<tbody>
<tr>
<td>a. General</td>
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</tr>
<tr>
<td>b. Lecture session</td>
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<td></td>
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<tr>
<td>c. Tutorials</td>
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<tr>
<td>d. Laboratory session</td>
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<td></td>
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<tr>
<td>e. Group work</td>
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<tr>
<td>f. Individual assignment/project</td>
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<tr>
<td>g. Field visit</td>
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<tr>
<td>h. Learning resource used/provided</td>
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</table>
26. Response on Administrative aspects

a. Adequacy of rooms for lectures and group work: 1 2 3 4 5
b. Adequacy of library facilities: 1 2 3 4 5
c. Adequacy of accommodation: 1 2 3 4 5
d. Quality of accommodation
   i. In respect of comfort: 1 2 3 4 5
   ii. In respect of hygiene: 1 2 3 4 5
e. Quality of food served: 1 2 3 4 5
f. Quality of room services provided: 1 2 3 4 5
g. Arrangement for newspapers/incoming Telephone calls: 1 2 3 4 5

Please give the ranking from a to d according to your opinion for the questions 27 & 28

27. What was the major highlight or strength in training programme which contributed most to its success/effectiveness?

   a. Course content and the manner in which it was covered.

   b. Laboratory and other demonstrations

   c. Field visit

   d. Project work
28. What was the major weakness that distracted effectiveness of the programme

a. Inadequate course content
b. Lack of expertise of teachers and poor quality of teaching
c. Lack of laboratory demonstration/field visits
d. Inadequate/unsatisfactory coordination/organisation

29. What according to you are the areas in which training programmes have to be organized at IMTI to improve your performance?

a.
b.
c.

30. Give your suggestions to improve the quality of the training programme

a.
b.
c.

31. What is your opinion about the Trainer and Trainee relationship during the Training Programme?
32. What are the ways in which services of IMTI can be utilized for the benefit of the society and engineering community?

33. Briefly describe or list out the benefits you have experienced as a result of training.

33. Briefly describe or list out negative effects you have experienced as a result of training.

34. Your general opinion about academic & professional performance of IMTI as
Excellent/ very good / good / satisfactory / poor
35. Considering the experiences with other Institutions would you rate the IMTI programmes as Excellent/ very good / good/ satisfactory/ poor

36. Please feel free to write any other comments, if any.

Signature (Optional)

Thank you very much for sparing you valuable time to fill up this form.
ANNEXURE – 3

QUESTIONNAIRE FOR THE FARMERS

1. Name of the Farmer
2. Name of the Father
3. Age (completed)
4. Name of the Region
5. Educational Status:
   a. No schooling with literate
   b. Primary
   c. Secondary
   d. Degree

6. Occupational status in Farming: Primary / Secondary

7. Farm size (Acres):

<table>
<thead>
<tr>
<th>Type of Ownership</th>
<th>Wetland</th>
<th>Dry land</th>
<th>Garden land</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tankfed</td>
<td>Others</td>
<td>Tankfed</td>
<td>Others</td>
</tr>
<tr>
<td>Owned</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leased In</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Leased Out</td>
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<tr>
<td>Total</td>
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</tr>
</tbody>
</table>

8. Farming experience:
   a. Number of years
      1. Below 5 years
      2. 5 –10 years
      3. Above 10 years
b. Cropping system
   1. Single crop
   2. Double crop

9. Social Participation:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Organisation</th>
<th>status</th>
<th>From when</th>
<th>Reasons for participation</th>
</tr>
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<tbody>
<tr>
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<td>Member</td>
<td>Office bearer</td>
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</tr>
<tr>
<td>1</td>
<td>Village Panchayat</td>
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<td></td>
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<tr>
<td>2</td>
<td>Panchayat union</td>
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<tr>
<td>3</td>
<td>Co-op. society</td>
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<tr>
<td>4</td>
<td>Water users association</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>others</td>
<td></td>
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</tr>
</tbody>
</table>

10. Number of TMTI training attended

1 / 2 / 3 / 4 and above

Please furnish the following

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Date / approximate year</th>
<th>venue</th>
<th>Duration</th>
<th>Topic</th>
<th>sufficiency</th>
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<tbody>
<tr>
<td>1</td>
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<td>3</td>
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<tr>
<td>4</td>
<td></td>
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</tbody>
</table>
11. Do you feel the training conducted at IMTI was helpful to solve your problems effectively?

Yes / No

If yes, on what aspects?

12. What is your opinion about the trainer and trainees relationship during training programme?

a. satisfactory
b. Good
c. Very good
d. Excellent
e. No opinion

13. Expectation by the Farmers

a. Area of Training exposure

b. Opinion about the course materials
   a. Poor
   b. Satisfactory
   c. Good
   d. Very good
   e. Excellent

15. Suggestion and comments
பருக்கராகிக்கமைக்கு முன்னெடுப்பு

பெயரின். சிற்றை தொடர்புகையில் அசையுற்றுக்கல் பருக்க முன்னெடுப்பும் பாட்டின் பாடல்வது நூற்றில் பாடல்வது பாட்டின் பாடல்வது நூற்றில் பாடல்வது பாடல்வது நூற்றில் பாடல்வது அனுப்பு பாடல்வது நூற்றில் பாடல்வது. எனவென

1. பெயர் : 

2. குறுக்கு பெயர் : 

3. பால் : 

4. பெற்றுப்பார்சுமையில் நிறங்கள் அதே பீரக்கிளை : 

5. குழந்தை கதிரி : அ. பாலார் விளக்க கதிரி ச. தொன்றுக்கால கதிரி ப. பாக்கல் கண்டை 

6. புரிகுற்றம் / குறிகள் : 

7. முன்னெடுத்துறை பரிமாற்றம்

<table>
<thead>
<tr>
<th>பெரும்பாற்ற கிளையன</th>
<th>புதுபாலை கிளையன</th>
<th>பெரும்பாலை கிளையன</th>
<th>பேரின் கிளையன</th>
<th>பெரும்பாலை கிளையன</th>
<th>பேரின் கிளையன</th>
<th>பெரும்பாலை (செயலியன்)</th>
</tr>
</thead>
<tbody>
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<td>பிளாக் ரூ.</td>
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</tbody>
</table>
8. கிளையாச்சு தோற்றம்

1. கால் கருப்பை
   அ. 5 மண்டலங்களுக்கு தளப்பு
   த. 10 மண்டலங்களுக்கு தளப்பு

2. முக்கி பொங்கை சிற்றிய
   அ. கூநிழாய்க் பொங்கி
   த. பொங்கை பொங்கி

9. குறுக்கு ஆய்வியல்

| பகுதிகள் | ஆய்வியல் | முன்னேற்றம் | பாரம்பரியத்திற்கு
<table>
<thead>
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<tbody>
<tr>
<td>1. சித்தோணக் பொருள்த்தொடர்</td>
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<tr>
<td>2. சுமாரிப்பு</td>
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<tr>
<td>3. முயலுங்கு</td>
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<tr>
<td>4. பராட்டின்</td>
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<tr>
<td>5. பிரிவு</td>
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</tbody>
</table>

10. பயிற்சி கட்டமைப்பால் பொருளிய தீவியம் ராகியிய பொருளியில் இயற்கை கருத்து சக்கரங்கள் பொருளியில் இயற்கை கையேடுக்கோள்?

   1 / 2 / 3 / 4 மற்றும் இடை ஒன்று.
11. பாதுகாப்புக் கோட்டையில் பாதுகாப்பு நிலையில் பாதுகாப்பு கோட்டை பிரதான நிலையில் உள்ளது என்னும் நாளில் விளக்கற்றோ? ஆம் / மற்றோ.

ஆம் என்னும் நாளில் விளக்கற்றோ

12. பாதுகாப்பு பாதுகாப்புக் கோட்டையில் மாற்றும் பாதுகாப்பு பாதுகாப்புக் கோட்டை விளக்கம் பிரதானமாய் நோக்கும்;

(அ) கிளைக்
(ஆ) குரும்பு
(இ) பிள்ளைக்
(ஆ) பிள்ளைக் கிளைக்
(ெ) குரும்பு பிள்ளைக்

13. பாதுகாப்பு கோட்டையில் நடவடிக்கை?

(அ) குரும்பு பிள்ளையார் பிள்ளையார் பாதுகாப்பு பிள்ளை

(ஆ) பாதுகாப்பு கிளையார் மாற்றும் குரும்பு பிள்ளை

14. தொல்லியல் வலுவுக்கள் பாதுகாப்பு பாதுகாப்பு கோட்டையில் தொல்லியல் பாதுகாப்பு தொட்டும் நோக்கியேற்றி விளக்கம்;

1. கிளைக்கோட்டை
2. கிளையார்
3. குரும்பு
4. பிள்ளையார்
5. பிள்ளைக்

15. பாதுகாப்பு கோட்டையில் கோட்டைக்கோட்டை தொடர்ந்து வந்து என்னும் விளக்கற்றோ
ANNEXURE – 2

QUESTIONNAIRE FOR TRAINEES

1. Name (in Capital Letter) : 
2. Designation : 
3. Organisation associated with : 
4. Category : Senior/Middle/Junior
5. Official Address : 
6. Region/Special Wing : Madurai/Trichy/Pollachi/Chennai
7. Educational Qualification : 
8. Area of specialization : 
9. Total service in the Department : 
10. Remaining service in the Department : 
11. Number of Training programmes attended @ IMTI Trichy:
   a) Please furnish the course details

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the Course</th>
<th>Period</th>
<th>Venue</th>
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<tbody>
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