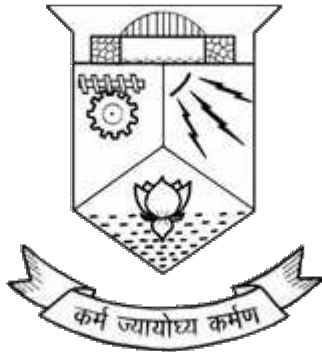**Faculty Development Programme**

on

Document preparation using LaTeX

(10 – 15 July 2017)

Sponsored by

**Director of Technical Education
Govt. of Kerala**

Organised by

**Dept. of Electrical Engineering
College of Engineering Trivandrum
Thiruvananthapuram
Kerala - 695 016
www.cet.ac.in**

**Co-ordinator
Dr. R. M. Shereef**

Registration Form

Name   :

Designation   :

Official Address :

Mobile No.   :

e-mail   :

Qualifications :

Experience   :

Food Preference :   Veg / Non-Veg

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge. I agree to abide by the rules and regulations governing the programme. If selected, I shall attend the course for the entire duration. I also undertake the responsibility to inform the co-ordinators sufficiently in advance, in case I am unable to attend the course.

Place:
Date: Signature of the applicant

Sponsorship Certificate

Certified that Mr./Ms./Dr.

is an employee of this institution and is hereby sponsored for the FDP on *Document preparation using LaTeX* at *College of Engineering Trivandrum* during 10–15 July 2017. If selected, he/she will be permitted to attend the course.

Place: Name & Signature of
Date: the Sponsoring Authority

(Seal of the Institution)

Address for Correspondence

Dr. R.M. Shereef,
Associate Professor,
Dept. of Electrical Engineering,
College of Engineering Trivandrum,
Engineering College P. O. ,
Thiruvananthapuram – 695 016
e-mail : rmshereef@gmail.com
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- **College of Engineering Trivandrum**
College of Engineering Trivandrum was established in 1939 as the first engineering college in the then Travancore state. Over the past 77 years it has grown to the most sought-after institute of engineering studies in the state of Kerala. The College has eight full-fledged engineering departments offering undergraduate, post-graduate and Ph. D. programmes under the University of Kerala and APJ Abdul Kalam Technological University. The College has more than 3500 students, 285 teaching staff and 290 non-teaching staff. Ever since the inception, the college has maintained its commitment to high quality education. It has a vast and strong alumni base, spread across the globe.

- **About the Department**

  Department of Electrical Engineering, College of Engineering Trivandrum began its operations along with the establishment of the college in 1939. The department offers an undergraduate B.Tech. programme in Electrical & Electronics Engineering and four M. Tech. programmes (Control Systems, Power Systems, Electrical Machines and Guidance & Navigational Control). The department is recognised as a QIP centre for Ph. D. programme by the Ministry of Human Resources Development.

- **Objectives of the Programme** LaTeX is an open source document preparation system. It is preferred by academia for technical and scientific document preparation because of its automated and high-quality typesetting features. This FDP is planned to give hands-on training in LaTeX to enhance the document preparation skills of the participating faculty members.

- **Course Content**

  - Introduction to LaTeX
  - Inclusion of figures and tables
  - Mathematical equation editing
  - Preparation of bibliography
  - Preparation of reports, journal/ conference papers.
  - Slide preparation using Beamer

- **Resource Persons** The resource persons consist of faculty members from College of Engineering Trivandrum and other reputed academic institutes.

- **How to Apply**

  No. of seats is limited to 20. The application included herewith or in a similar format, duly recommended by the Head of the institution should reach the co-ordinator on or before **4 July 2017**. Advance copy of the application may be sent through e-mail. The selected candidates will be intimated through e-mail.

- **Eligibility**

  Faculty members from AICTE approved Engineering Colleges and Polytechnic Colleges are eligible to apply.

- **Fee**

  There is no fee for participants from Government/Aided/Govt. controlled institutions. Faculty from private self financing institutions need to pay a fee of Rs. 1500/.

- **TA/Accommodation**

  Participants have to make their own arrangements for travel, boarding, and lodging. TA and lodging charges of the participants will be disbursed as per the existing Government norms.

- **Important Dates**

Last date of application	04-07-2017
Intimation of selection	05-07-2017
Confirmation of participation	06-07-2017