

CONNECTING PEOPLE FOR DREAM TO REALITY



आत्मसम्मान तथा उच्चाकांक्षाका लागि अनुसन्धान र शिक्षा

Research & Education for Aspiration and Dignity



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INTRODUCTION

Research & Education for Aspiration and Dignity (READ) Career Centre is a lead training institute in the field of professional short courses, located at the heart of Nepal. We are committed to transfer knowledge and information through training and practicum, to give the skills required for a better life and career for our valued clients. Our motto is "Enhancing capacity of adult and young learners through shared learning and knowledge generation". READ Career Centre provides training and consultancy services in human resource and organizational development, by generating and transferring innovative knowledge and management skills for professional education. It provides training on various disciplines ranging from basic to advanced courses in a wide range of topics as stated in this brochure. Besides this, READ Career Centre is umbrella of **six strategic programme units** named as **READ Career Centre of Excellence** with specialty themes to build a prosperous and peaceful society in the country.

VISION

To be a centre of excellence in producing development professionals, and act as link between alumni and organizations both within the country and abroad.

MISSION

The READ Career Centre is dedicated to skill transfer through training and practicum with innovative research that explores social, economic and human resource development potentialities of private and public sector, and especially focus on young and energetic learners.

GOAL

To make fresh graduates and development practitioners committed to address the need and expectation of public and private organization and society as whole, for positive change in management and sustainable development of Nepal and her entities.

OBJECTIVES

- ❖ To provide learning opportunities of quality and relevance which help all to attain their educational and professional objectives?
- ❖ To strengthen and enhance skills of local and national organizations through on demand training, evaluations, consultancy, workshops and research to enable the continuation of work at grassroots level
- ❖ To work towards the creation of a more knowledgeable and responsible civic society and advocate local governance
- ❖ To engage in activities including teaching, consultancies and research to enhance the attainment of the educational objectives and to respond to professional and community needs.

- ❖ To provide equal opportunities for all people whatever their gender, ethnic origin or special needs for the overall development of the nation.
- ❖ To address the current needs of producing professional and qualified human resources by transferring information and knowledge into skills
- ❖ To provide quality services for private, non-government organization and government organization, facilitating in exploring their capacities and strength to attain their institutional goals in general, contributing overall nation building goal.

CORE VALUE

READ Career Centre here after (READCC) believes in its own core values, outlined below

- ❖ **Research (R)**- Research is an investigation or experimentation that is aimed at a discovery and interpretation of facts, revision of theories or laws or practical application of the new or revised theories or laws.
- ❖ **Educating people (E)**- Education in its general sense is a form of learning in which the knowledge, skills, and habits of a group of people are transferred from one generation to the next through teaching, training, or research. Education frequently takes place under the guidance of others
- ❖ **Aspiration (A)**- a hope or ambition of achieving something. If your *aspiration*, or ambition, is to climb Mt. Everest someday, you better start training, because it's a long, hard climb that requires a lot of preparation.
- ❖ **Dignity (D)**- the state or quality of being worthy of honor or respect. If someone has *dignity*, it means they are worthy of respect. If you really want the lead role in a play and you try to bribe the director to give it to you, she might say, "Have you no *dignity*?"
- ❖ **Competitiveness (C)**- as good as or better than others of a comparable nature. If you're *competitive*, you want to be the best. No one likes to lose, but if you are a *competitive* person, it will be especially disappointing to see someone else win.
- ❖ **Change and dynamics (C)**- make or become different. The word *dynamics* refers to the movement of objects and the forces that drive that movement.

READ CAREER CENTRE OF TRAINING AND CONSULTANCY SERVICES (TACS)

READ Career Centre of Training and Consultancy is one of the lead training institute located at the heart of central Nepal. The aim of this consultancy services is to provide knowledge, skills and competencies you may need to design your own future. We are ready to help our valued clients themselves and thereby become independent of us. We operate our training programs in two modes- fixed stationed and mobile training throughout the country to provide services for needy people and societies. We are committed to provide 5% of our income to elder people who helped

and guided us to raise this level as a responsible member of society. We heartily welcomed you all to conceptualize and join us to translate your dream into reality.

Our strength is-

- We do research, develop, write, deliver and evaluate training packages to suit individuals, organizations and corporate accompanied with the latest information.
- We design and deliver stand-out business trainings and courses which produce results by focusing on you and your organization's needs.
- All our professional courses are thoroughly researched and comprehensively tested prior to delivery, allowing us to work for you cost-effectively and efficiently.
- We offer our learners and clients a friendly, flexible and supportive approach, coupled with the highest standards of professionalism and specialist knowledge.

MAJOR AREA OF SERVICES

Every profession is unique with different training and development requirements, and with your specific needs in mind we offer the following professional short courses but not limited by the list itself:

Professional Short Course-

The objective of professional short course is to provide hands on training for fresh graduates who are will to or strive for their career in academic field. The list of courses we offer are but not limited- Accountancy and Bookkeeping Courses; Advertising and Marketing; Banking and Financial Institute Management; Climate Change and Climate Change Adaptation; Customer Care Services; Event Management Course; Entrepreneurship Development, Secretarial Courses; Finance/Accounting for Non-Finance Managers; Geographic Information Systems; Leadership and Change Management; Grant Proposal/Proposal Writing; Graphics Design & Desktop Publishing; Monitoring and Evaluation including MS Project Planner 2007; NGO Management; Office/Frontline Management Course; Presentation and Facilitation Skills including MS PowerPoint; Project Management with MS Project Planner 2007; Public Speaking Course; Scientific/Technical Report; Statistical Data Analysis using SPSS; Research Methods; Statistical Package for Social Sciences (SPSS) ; AutoCAD/Sketch up, and many more customized courses...

Foreign Language Program-

English, Japanese, Korean, German, French, Spanish, Norwegian, Hebrew, etc.

Entrance Preparation-

Nursing, Agriculture, Engineering and Medical Sciences and many mores.

Bridge/Tuition classes-

English, Mathematics, Sciences, Accountancy, Management and many mores.

Test preparation:

IELTS, TOEFL, PTE, GRE, GMAT, SAT, RN NCLEX, etc.

Consultancy services-

Geographic Information Systems; Statistical Data Analysis; Survey and Baseline Study; Impact Study; Training workshop/Event Management; Writing Business Plan; Proposal Writing, Report writing; Desktop publishing and printing; Landscape design; Interior design; Product Design & Marketing; and many mores.

Study Abroad Program-

Australia, Japan, the United Kingdom, the United States, Canada, Europe and other countries.

[For further information, please contact](#)

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READ CAREER CENTRE OF GEOGRAPHIC INFORMATION SYSTEMS AND REMOTE SENSING FOR ADAPTIVE PLANNING AND SUSTAINABLE RESOURCE MANAGEMENT (GIS)

Geographic Information System (GIS) is a computer programme which integrates hardware, software, and data for capturing, managing, analyzing, and displaying all forms of geographically referenced information. The advancement in computer hardware and accessories, GIS has been used in different fields which allow viewing, understanding, question, interpreting, and visualizing data in many ways that reveal relationships, patterns, and trends in the form of maps, globes, reports, and charts. In recent days, GIS technology is increasingly used into any enterprise information system framework. The aim of this centre of excellence is to bring all sort of information with real time so as to improve planning and managing available resources for sustainable livelihood of the people. READ Career Centre of GIS for Adaptive Planning and Sustainable Resource Management is aiming to facilitate both government and non-government organization to integrate GIS into their projects and programs for effective planning and monitoring their progress in more convincing way for lasting results.

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READ Career Centre of Excellence on Geographic

Information Systems for Adaptive Planning and Sustainable Resource Management

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READ CAREER CENTRE OF EXCELLENCE FOR NATURAL RESOURCE MANAGEMENT FOR SUSTAINABLE LIVELIHOODS (NRM)

Management of local resources has a greater chance of a sustainable outcome when there is partnership between local people and external agencies, and agendas relevant to their aspirations and circumstances. Managing Natural Resources for Sustainable Livelihoods analyses and extends this premise to show unequivocally that the process of research for improving natural resource management must incorporate participatory and user-focused approaches, leading to development based on the needs and knowledge of local resource users.

We explore the innovative approaches for establishing and sustaining participation and collective decision-making, good

practice for research, and challenges for future developments. This themes we are working, covers a wide range of natural resources – including forests and soils, and water and management units such as watersheds and common property areas. We offer on how to make research participatory while maintaining rigor and high-quality biological science, different forms of participation, and ways to scale up and extend participatory approaches and successful initiatives.

The programs will focus on livelihood security (food, water, energy, economic and social) for communities that live in and around protected areas and other priority sites, as well as help reduce pressure on natural resources that they depend on.

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READ CAREER CENTRE OF EXCELLENCE ON CLIMATE CHANGE ADAPTATION & MITIGATION FOR SUSTAINABLE DEVELOPMENT

Food insecurity, persistent poverty, climate change and variability, and environmental degradation are closely interlinked. Agricultural activities are by nature prone to risks and uncertainties of various nature, biophysical, abiotic, climatic, environmental, biotic (pests, diseases) and economic. Many of these risks have a climatic component and most of them will be affected by climate change, either in intensity, scope or frequency. The climate change and its effect is the mostly discussed in last two decades. In last two decades of climate change discussion, none of any organization is left out of climate change discussion. Increasingly the climate change and its effects are getting priority of research, and development agenda at academic institutions and government and non-government organization. This centre is aiming to provide learning centre of all corner of the peoples at one place and also develop competent human resources to deal with the climate change issues hoping to increase community resilience and increased food security. To achieve such targets, this centre will create forum for discussion and decimate information among the stakeholders working closely with most of the organization involved in climate change, climate change adaptation and mitigation and livelihoods of the communities.

Building resilience is not specific to climate change; climate change adaptation responses are “embedded” in agricultural systems (therefore, sometime there is a difficulty to distinguish adaptation practices stricto-sensu). How do we need to increase resilience and build adaptive capacity? We need to adopt a holistic approach, embracing various risks, and accounting for synergies and trade-offs. There are huge variations between countries, in terms of risks to be faced and capacities to face them.

Climate-smart agriculture (CSA) (which includes the agriculture, forestry and fisheries sectors) at the local level contributes to meeting global objectives, primarily those of the United Nations Framework on Climate Change (UNFCCC), the Convention on Biological Diversity (CBD) and the World Summit on Food Security (WSFS), leading to a sustainable development landscape.

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READ CAREER CENTRE OF EXCELLENCE FOR MANAGEMENT INFORMATION SYSTEMS FOR INCLUSIVE BUSINESS MANAGEMENT (MISIBM)

Information Systems can be conceptualized in terms of three types of systems: Transactional Processing Systems (TPS), Management Information Systems (MIS), and Expert Systems. MIS has several subsets such as Decision Support Systems and Executive Information Systems. The role of MIS in decision support is best discussed in the context of the subset referred to as Decision Support System (DSS). A DSS is a computer based system (an application program) capable of analyzing an organizational (or business) data and then presents it in a way that helps the user to make business decisions more efficiently and effectively. It is basically an informational application which depends on the information already input while answering to a given query. For example, a decision support system could provide:

- ❖ Comparative sales figures for one week/month and the next
- ❖ Projected revenue figures based on new product sales assumptions
- ❖ Consequences of different decision alternatives, given past experience

Business information – and using it to increase profitability - is becoming an ever more essential part of running any organization. This program unit will bring train you to design and develop information management systems and make the best use of them in the workplace – a highly sought-after skill in today’s competitive market.

Our focus will be on business information systems tools and concepts as they are applied to diverse business environments. The program trains our perspective clients in system analysis and design methods for business information systems from the perspective of business process improvement as well as team based real world business intelligence projects/programs.

We are committed to provide you with a solid foundation in business and technology, developing skills that prepare you to effectively apply information technology to improve business processes across a broad spectrum of disciplines. By joining us, you will be able to effectively demonstrate advanced skills in business application software and current programming languages, as well as recognize various phases of the software development cycle and the appropriate management of that developmental cycle in a business environment. Whether you are a professional looking to increase your proficiency and marketability or an individual with a desire to begin a career in information technology, we will best try to equip you with the knowledge and skills you need to achieve your professional goals and succeed in your career.

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READ CAREER CENTRE OF EXCELLENCE ON GOVERNANCE AND RURAL INFRASTRUCTURE DEVELOPMENT (GRID)

Good governance is an essential factor in ensuring sustainable social and economic development. Good governance is conventionally interpreted as synonymous with sound development management. A myriad of factors contributes to sound development management. Of great importance is for the state to pursue well-orchestrated development policies devoid of any defects, inefficiencies and corruption. Being able to check to the barest minimum or completely stamp out corruption and inefficiencies will go a long way to improving livelihoods as this will allow programmes and projects to successfully reach their targets. Rural infrastructure is not only a key component of rural development but also an important ingredient in ensuring any sustainable poverty reduction program. The proper development of infrastructure in rural areas improves rural economy and quality of life. It promotes better productivity, increased agricultural incomes, adequate employment, etc. The major focus in rural infrastructure are-

- Irrigation
- Rural Roads
- Rural Housing
- Rural Water Supply
- Rural Electrification
- Rural Telecommunication Connectivity, etc.

[For further information, please contact](#)

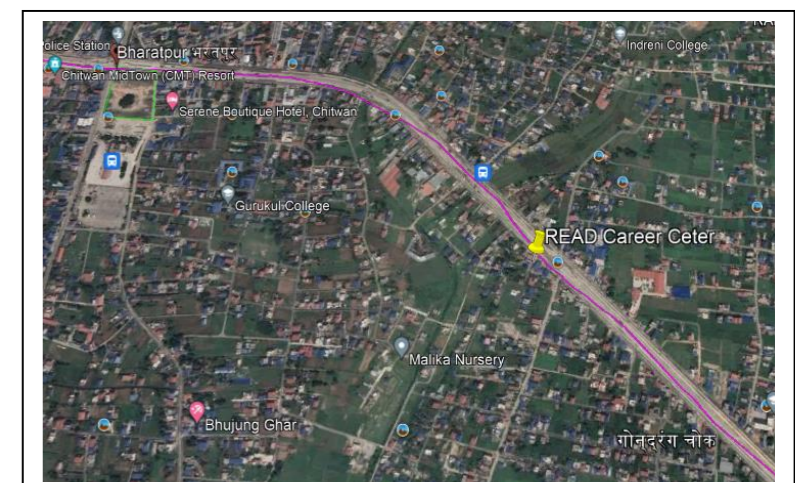
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LOCATION MAP



For more information and Joining us- Please visit at www.readcc.com.np