

Information for filling the Registration Form, Session & Course Feedback in SAI Application for all Training programmes

Each participant attending any course at RTI Jaipur have to fill the Registration Form, Session & Course Feedback in SAI Application (web-based application developed for Training related activities). The website for accessing SAI Application is "<https://training.cag.gov.in/Login.aspx>" where user have to login using their userid (official email address) and password (mobile number provided by the participant to their Administration/Training Section).

For every training course attended by the participants, they have to fill several details in SAI System in the sequence given below;

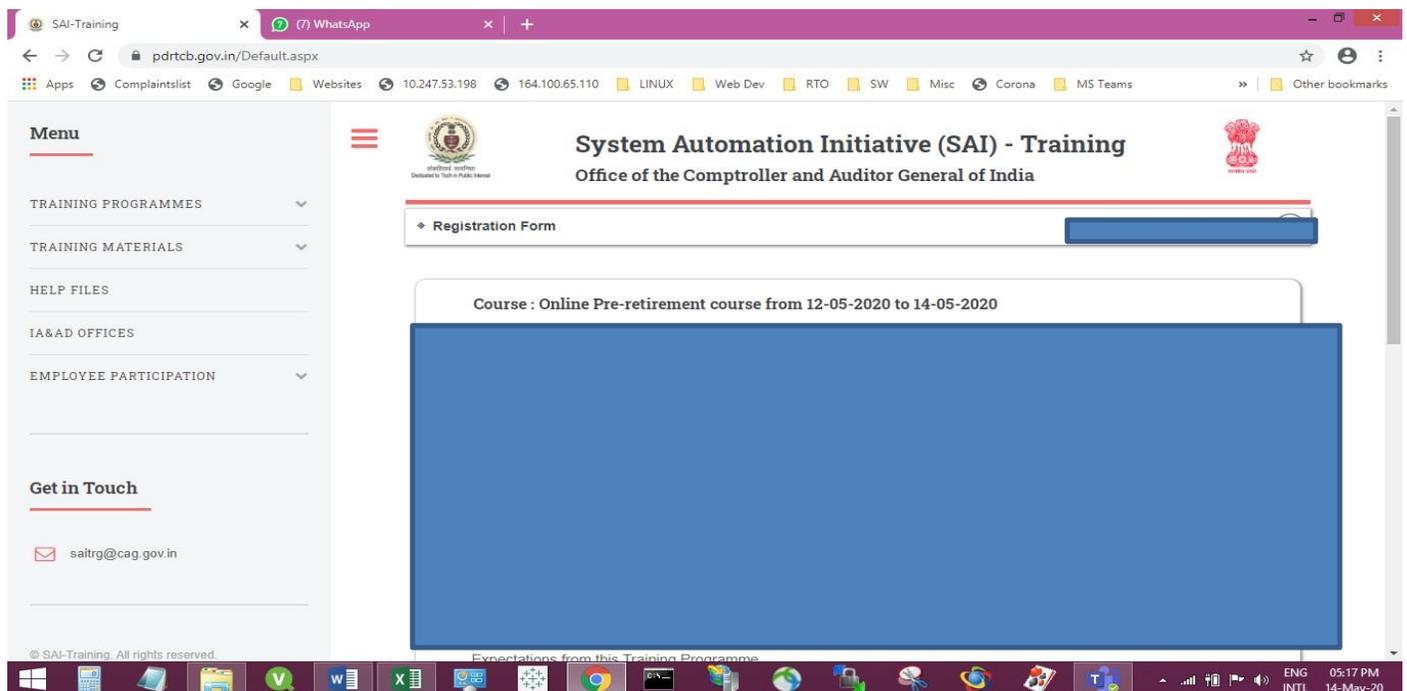
1. **Registration Form** → **Beginning of the course**
This is available under "Employee Participation" → "Registration Page" in SAI application
 2. **Session Feedback** → **For every session attended**
This is available under "Employee Participation" → "Add Session Feedback" in SAI application
 3. **Course Feedback** → **At the end of the course**
This is available under "Employee Participation" → "Add Course Feedback" in SAI application
- * The details to be filled for each topic above is explained with screenshots of the pages to understand easily. While filling the information in various forms/feedback pages, there are options in the drop-down list like "Not Arranged" or "Not Availed". Kindly select these options based on whether concerned facility was availed/arranged.
- * Please don't keep any field blank and in case participant does not want to fill anything they may write "Nil".

1. **Registration Page**
2. **Session Feedback**
3. **Course Feedback**

← **REGISTRATION PAGE** →

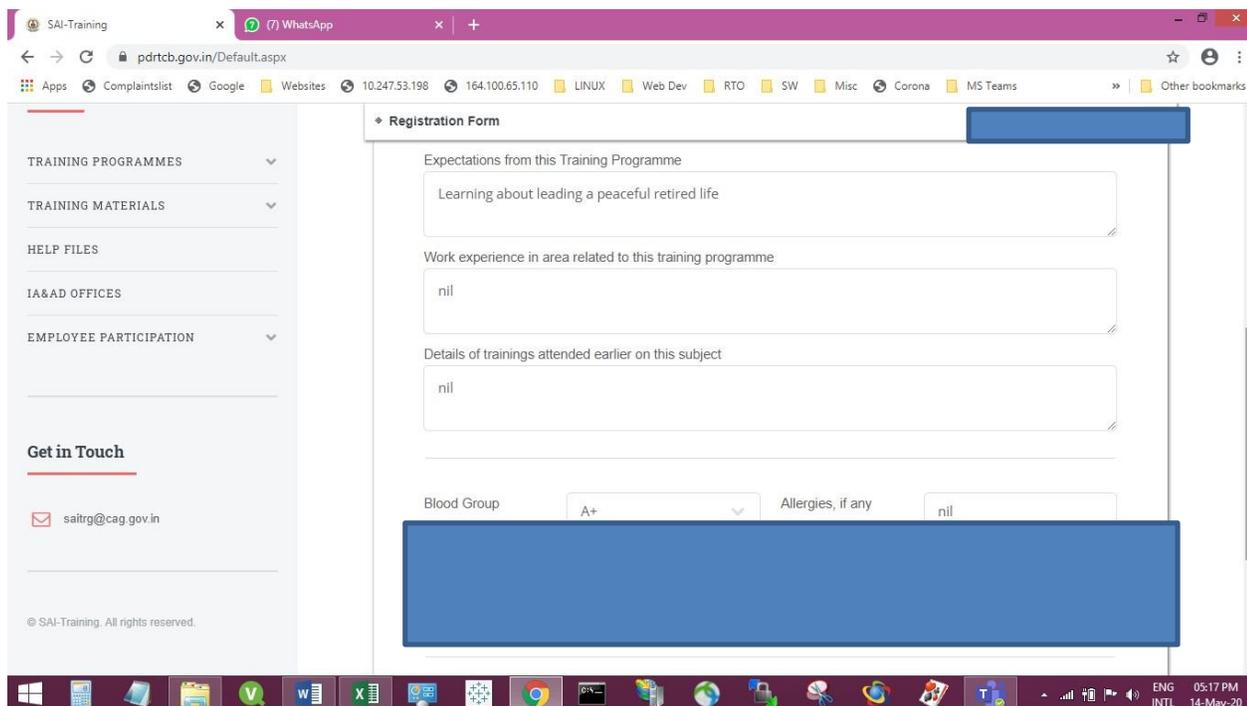
Check the data and fill the missing details (Don't keep blank)

- Participant will not be able to login to SAI System without correct mobile number and official email id. These fields can only be modified by Administration/Training and if any discrepancy is found the participants have to contact their office Administration/Training
- If a participant is sent as replacement of earlier nominated participant, the training section of concerned office has to update the nomination before the commencement of course. However, in case of joining the course as per the instructions from their office, if the updated nomination of the participant is not found, it should be immediately modified in SAI system by the concerned office. In case of non-updating of the nomination of replacement in SAI system, the slot will be treated as vacant and replacement nominee will not be allowed to attend the training.



Enter the details (Don't keep blank)

- In case participant do not want to fill anything they may write “Nil”.
- The field for Person to be contacted in emergency and his/her contact number is to be filled in all course including Online Training till necessary modifications are carried out in the SAI system.



Select the option (if not disabled)

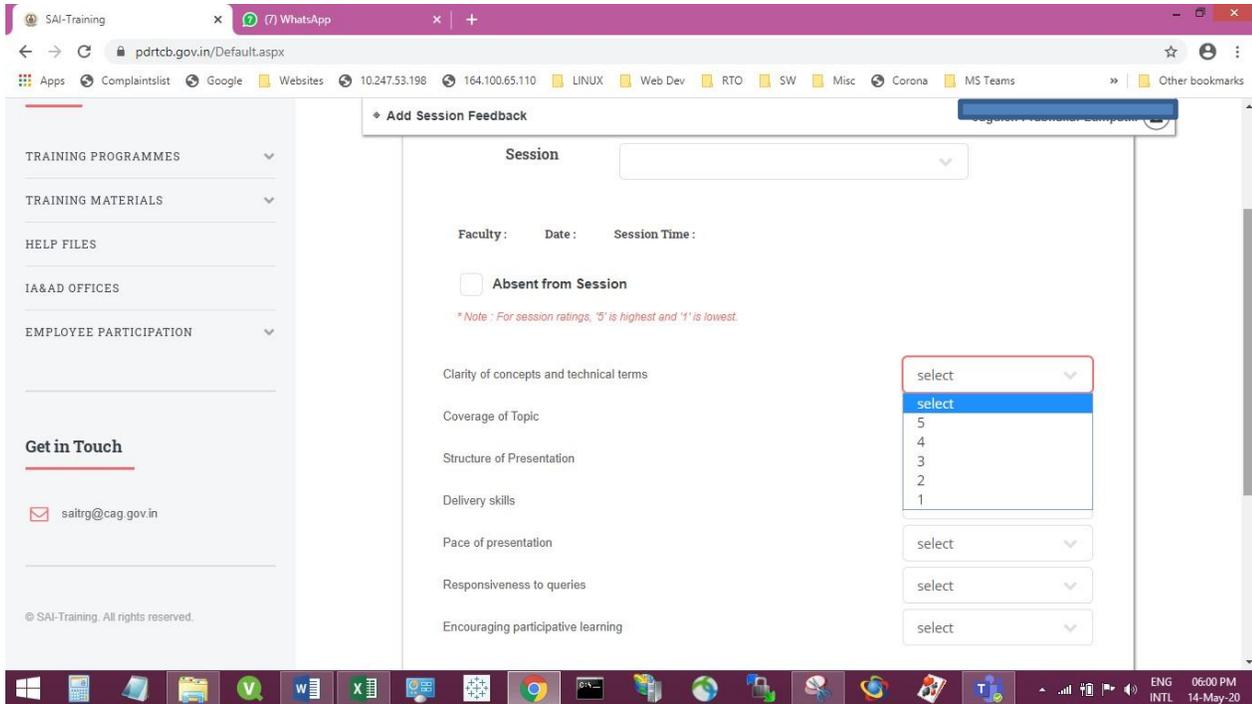
- In online training also this has to be filled till necessary modifications are carried out in the SAI system

Food Preference

Whether Staying in Hostel
 Yes No

← **SESSION FEEDBACK** →

- **Select from 1 to 5 { 5 = Maximum & 1 = Minimum } for all the options (i.e. Clarity of Concepts and technical terms, Coverage of Topic, Structure of Presentation, Delivery Skills, Pace of Presentation, Responsiveness to queries, Encouraging participative learning etc.)**
- This has to be filled for each session attended, i.e. if there are 4 sessions in a day then participants have to fill the Session Feedback for each 4 sessions for each day of training attended



Enter the details (Don't keep blank)

- In case participant do not want to fill anything they may write “Nil”.

Any Suggestion on the session

Add Nil if you have no suggestion.

SUBMIT RESET



COURSE FEEDBACK

Select from 1 to 5 { 5 = Maximum & 1 = Minimum }

SAI-Training (7) WhatsApp pdrtcb.gov.in/Default.aspx

Apps Complaintslist Google Websites 10.247.53.198 164.100.65.110 LINUX Web Dev RTO SW Misc Corona MS Teams Other bookmarks

Add Course Feedback

A. Quality of the Training Programme

The objectives of the course were met

Topics covered were relevant

Coverage of topics was adequate

Sequencing of the topics was appropriate

The course materials distributed were helpful

Field visit (if arranged) was relevant and helpful

Time allotted for the training was sufficient

Extent of learning

The objectives of the course were clearly defined

Were your expectations from this training fulfilled? If not, please specify which of the expectations were not addressed?

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Select from 1 to 5 { 5 = Maximum & 1 = Minimum }

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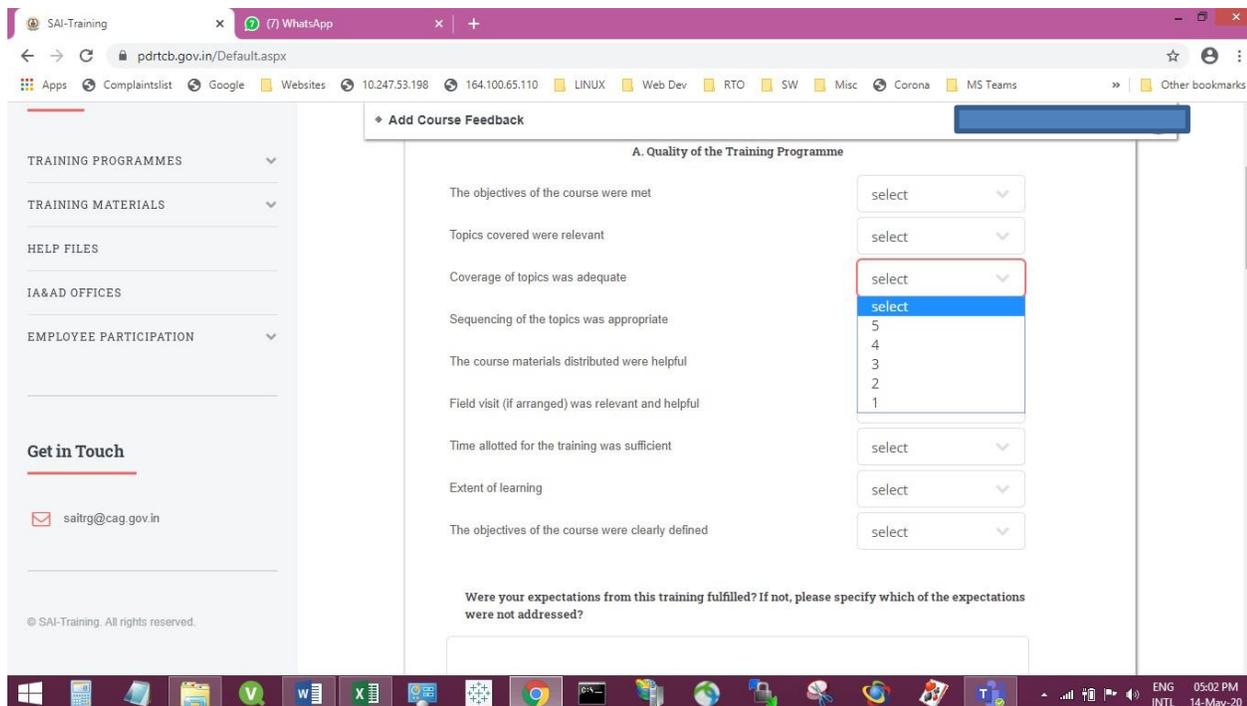
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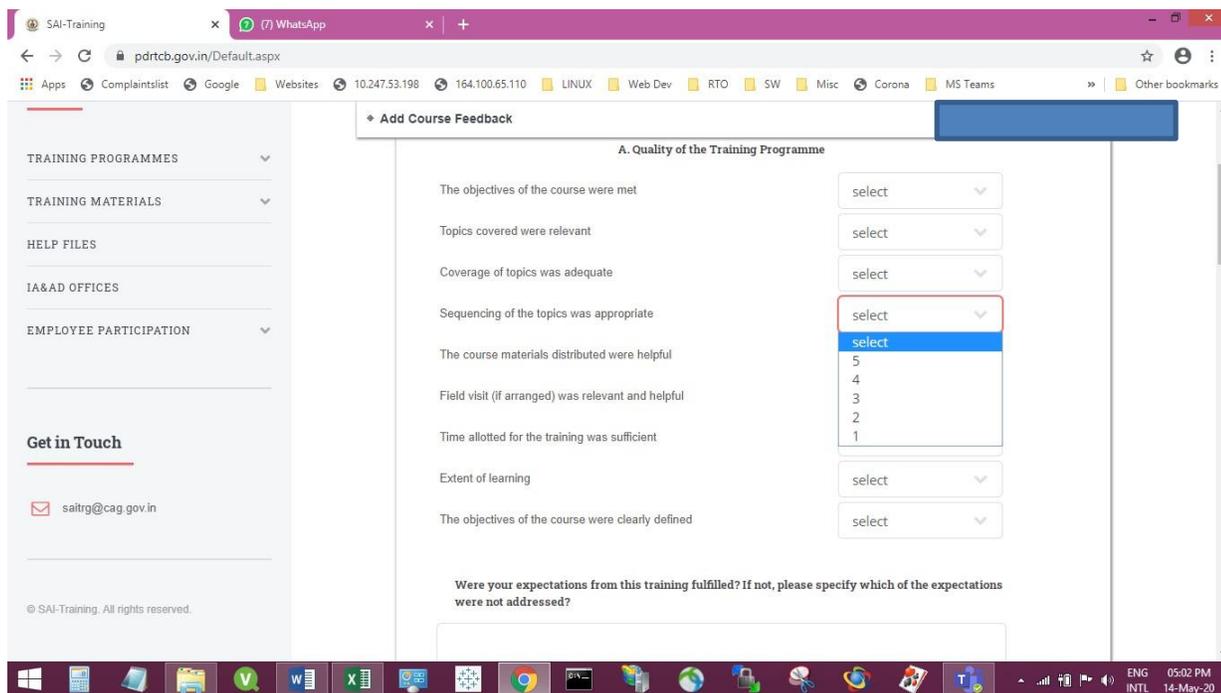
Were your expectations from this training fulfilled? If not, please specify which of the expectations were not addressed?

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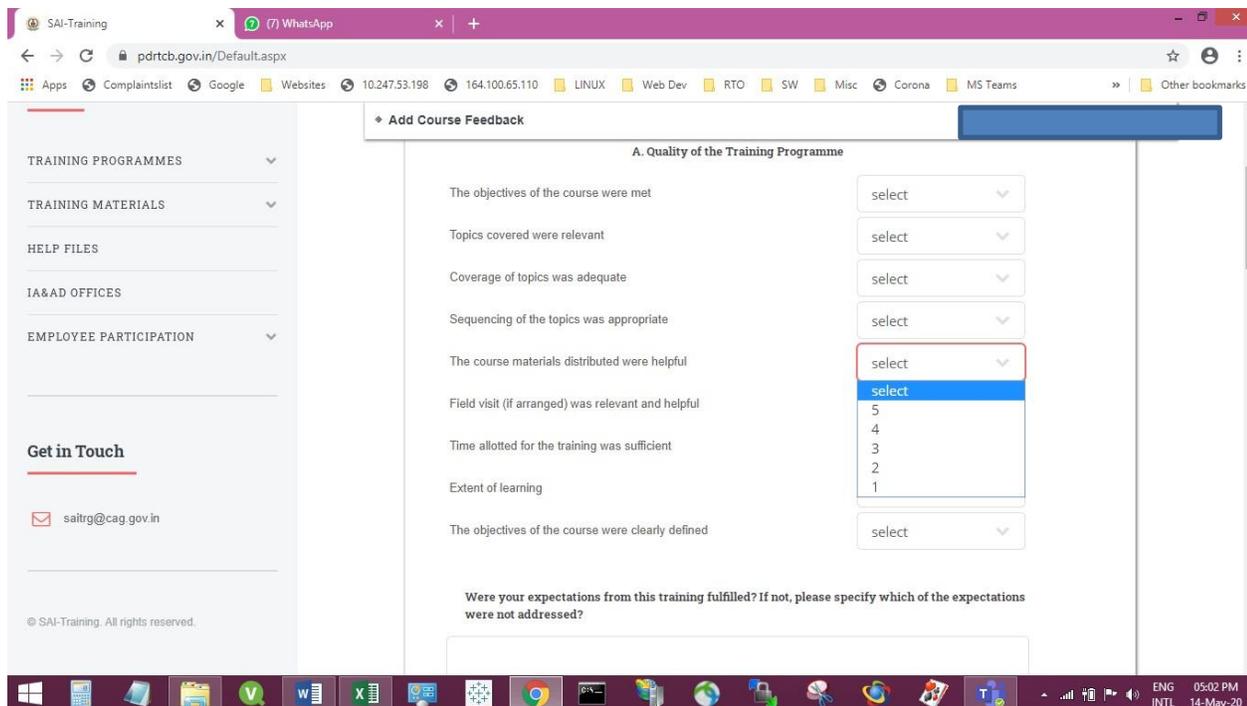
Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



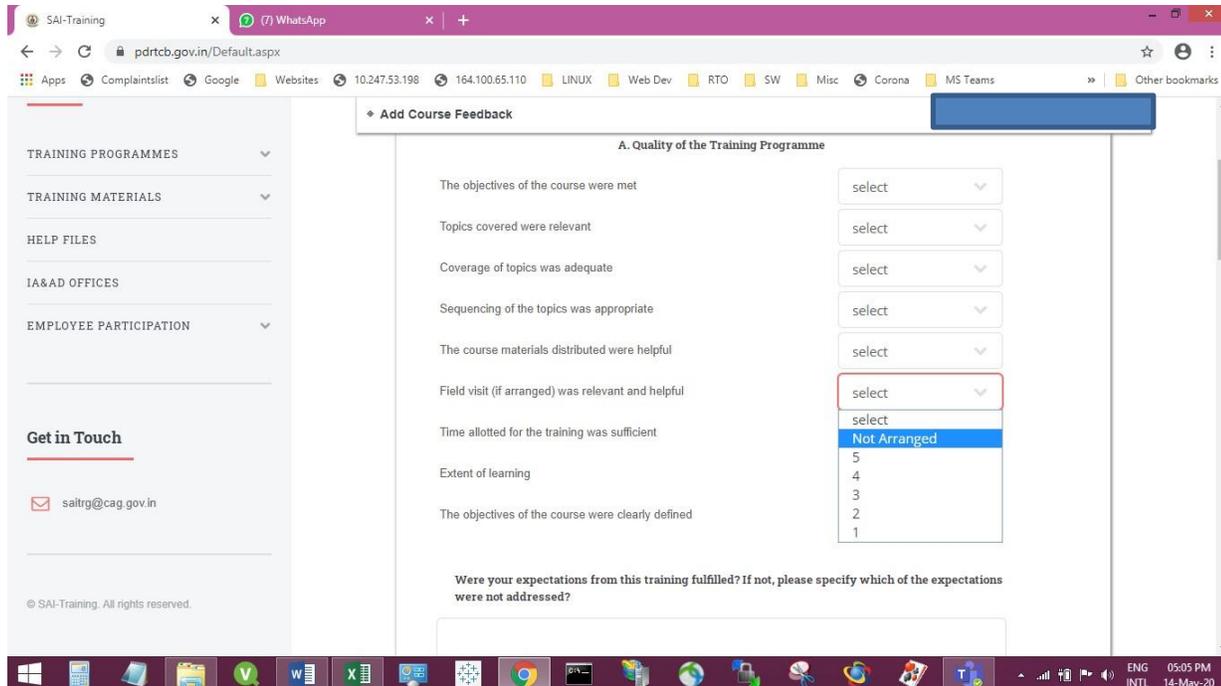
Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



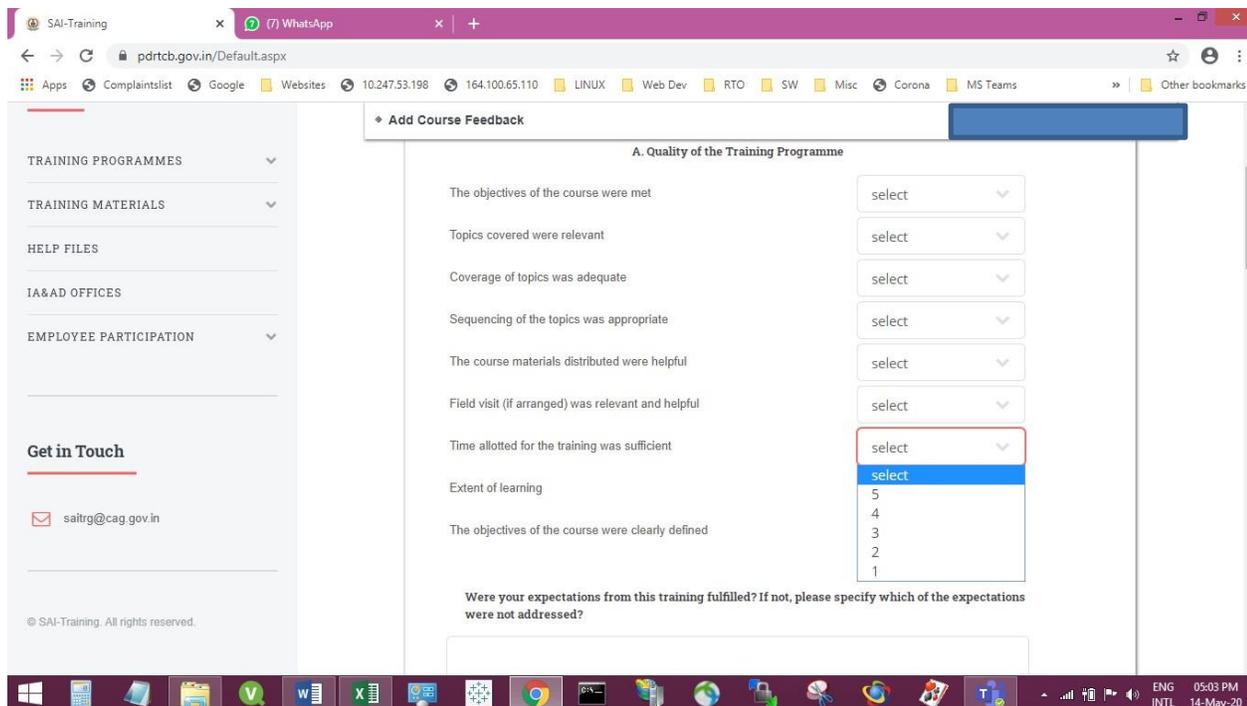
Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



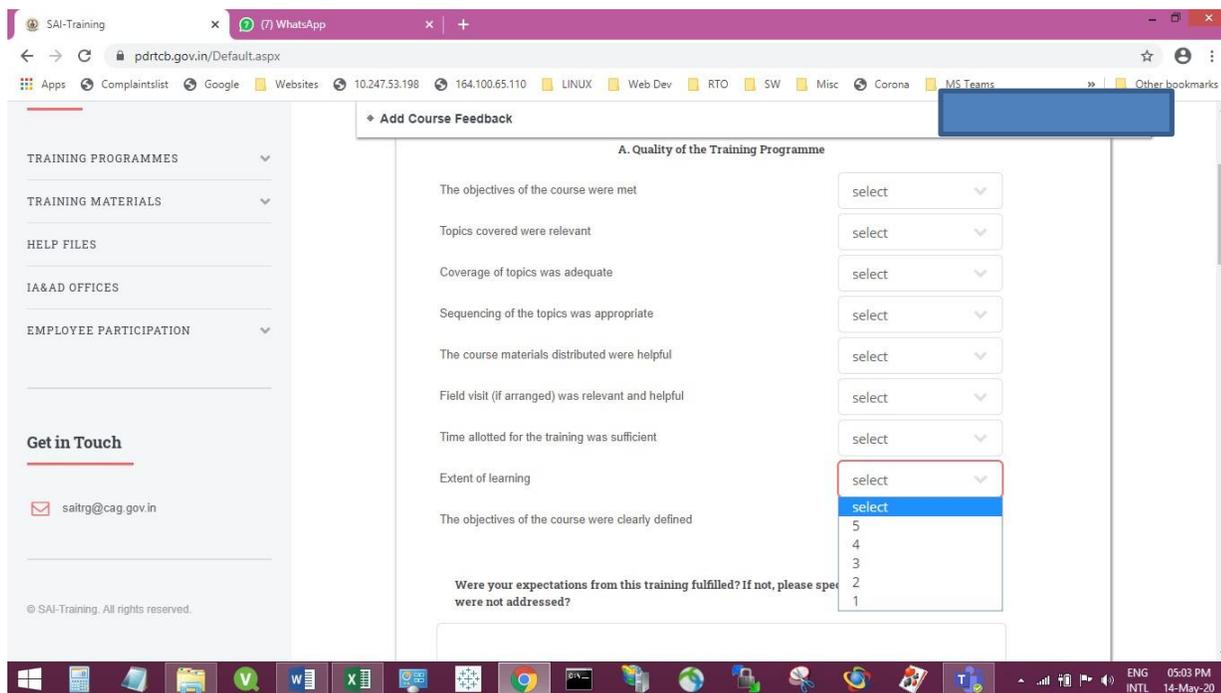
**Select from 1 to 5 (if not disabled) { 5 = Maximum & 1 = Minimum } for Online Training Sessions
select "Not Arranged"**



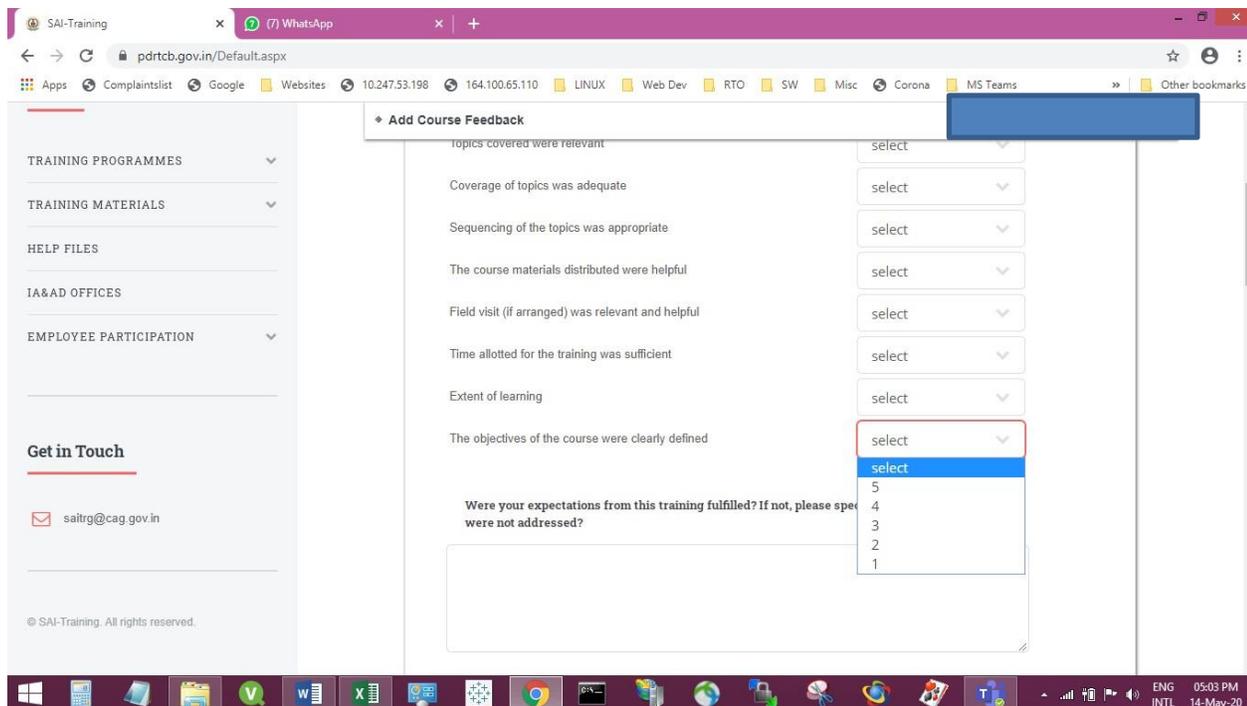
Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



Select from 1 to 5 { 5 = Maximum & 1 = Minimum }

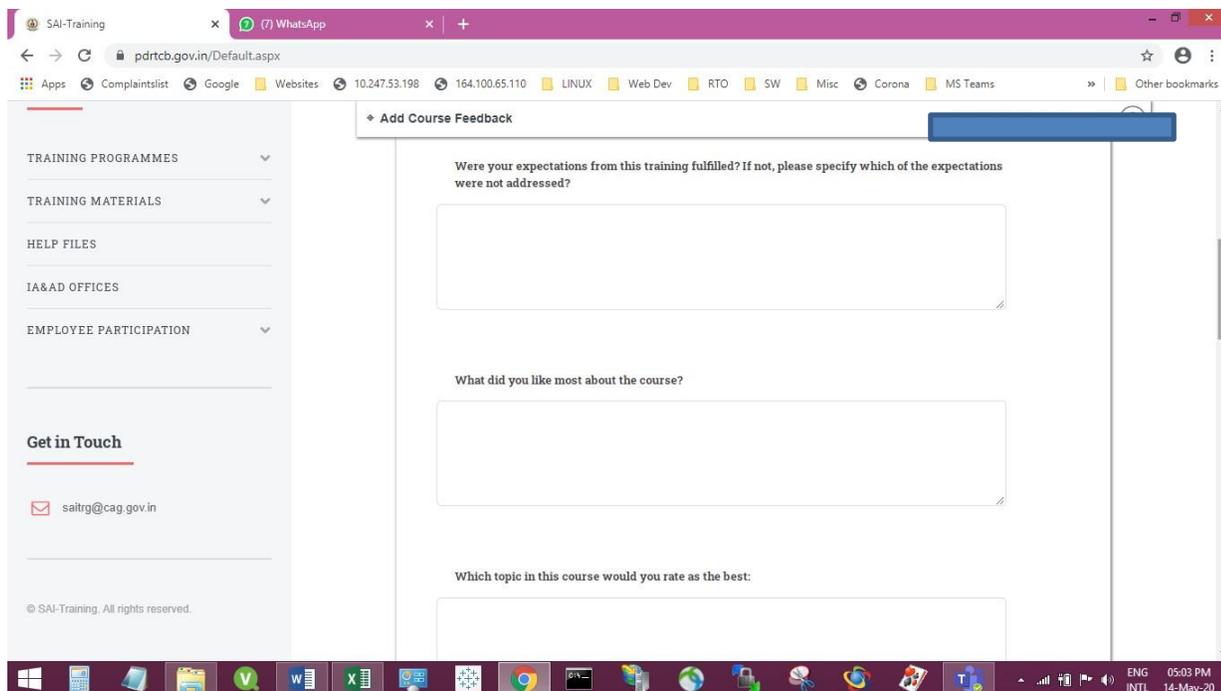


Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



Enter the details (Don't keep blank)

- In case participant do not want to fill anything they may write “Nil”.



Enter the details (Don't keep blank)

- In case participant do not want to fill anything they may write “Nil”.

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Add Course Feedback

Topics which you feel may be added to this course:

Topics which you feel may be elaborated more:

Topics which you feel may be scaled down:

Get in Touch

saitrg@cag.gov.in

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Windows taskbar: File Explorer, Word, Excel, PowerPoint, Chrome, etc. System tray: ENG INTL, 05:04 PM, 14-May-20

Enter the details (Don't keep blank)

- In case participant do not want to fill anything they may write “Nil”.

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Add Course Feedback

Specific suggestions, if any, to improve the training design/execution:

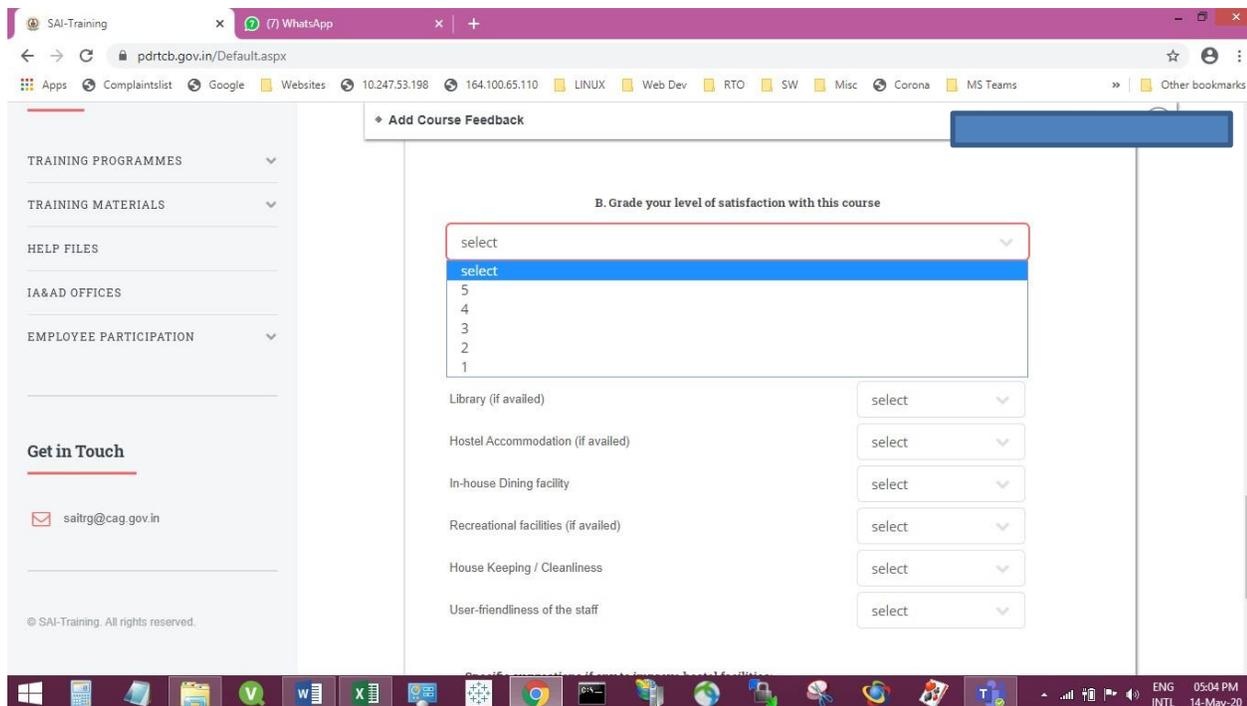
Get in Touch

saitrg@cag.gov.in

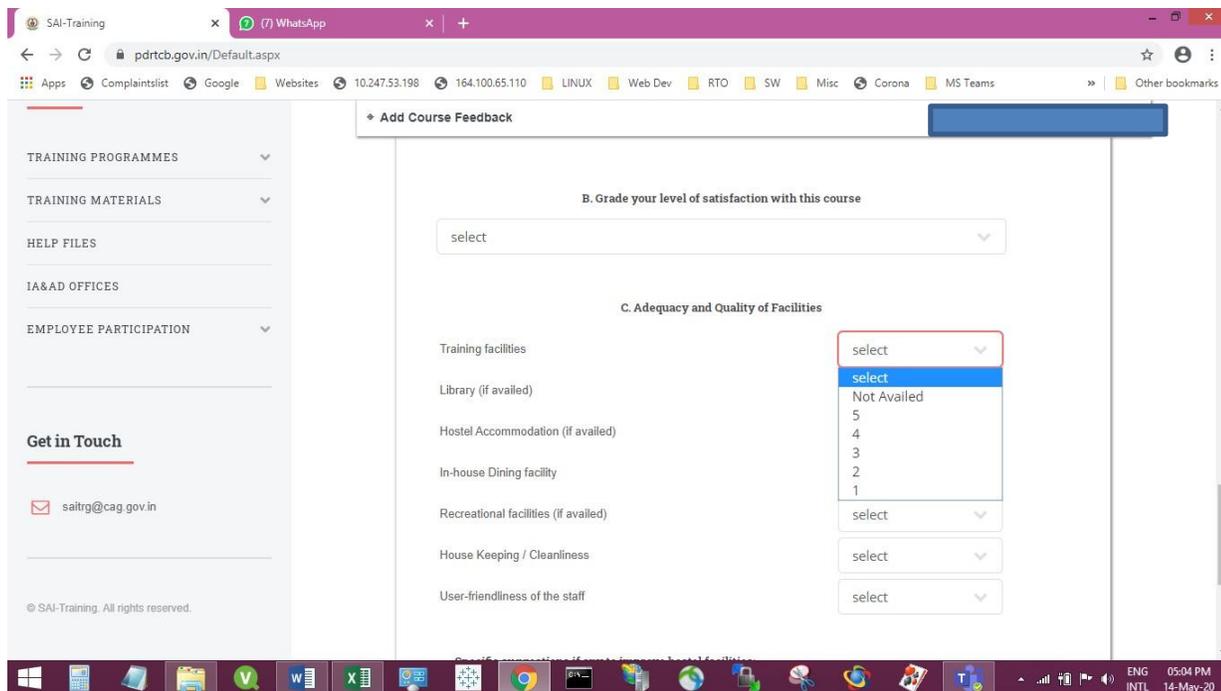
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Windows taskbar: File Explorer, Word, Excel, PowerPoint, Chrome, etc. System tray: ENG INTL, 05:04 PM, 14-May-20

Select from 1 to 5 { 5 = Maximum & 1 = Minimum }

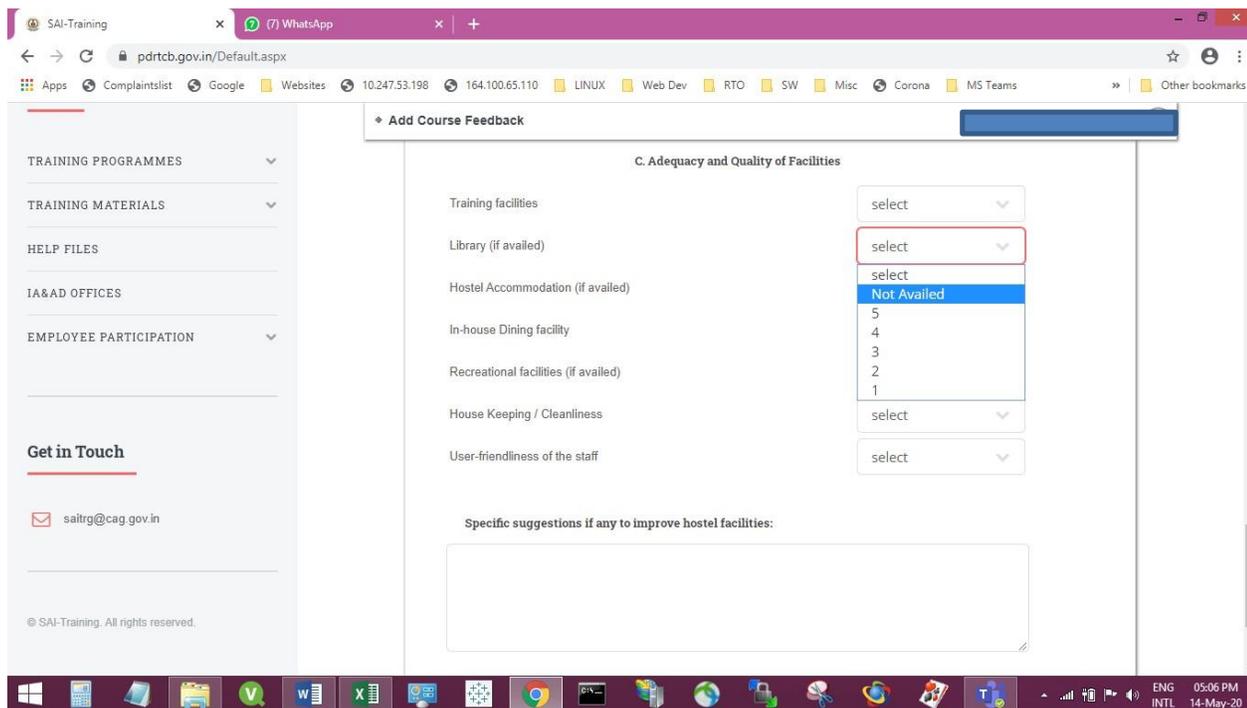


Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom Training and "Not Availed" for Online Training Sessions (if not disabled)



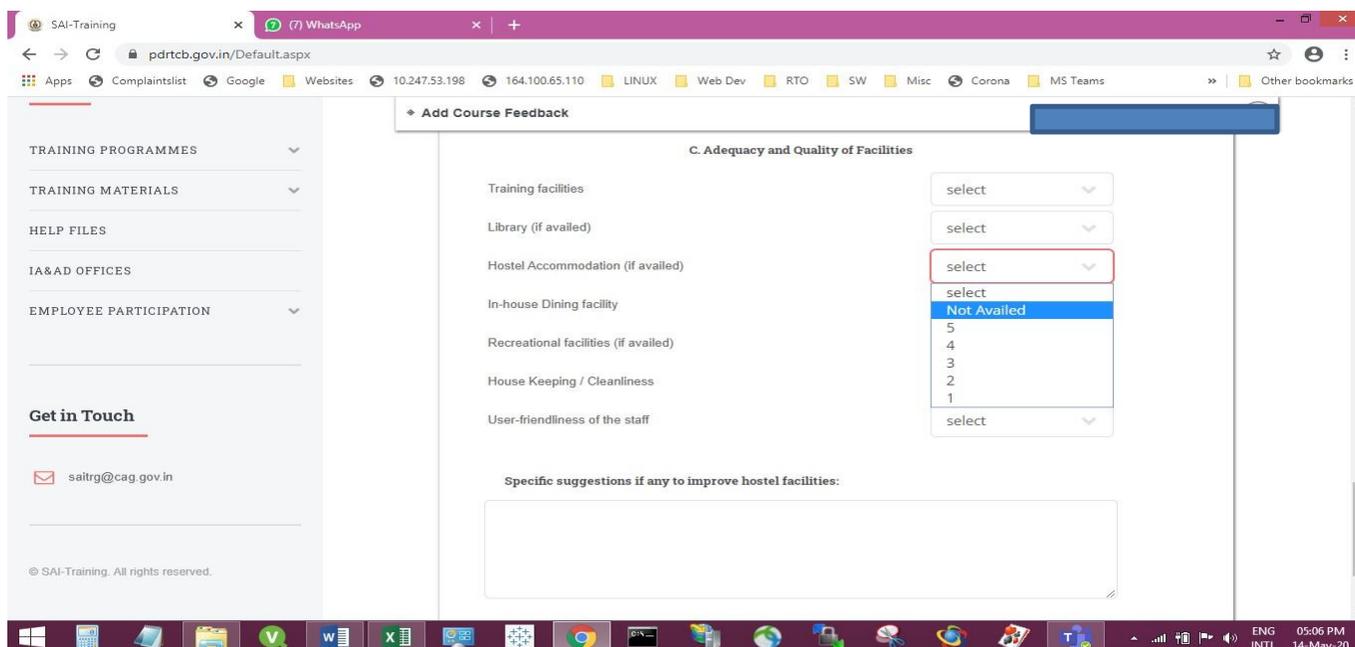
Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom training, ONLY if the Library facilities are availed

For Online Training Sessions (if not disabled) please select "Not Availed"



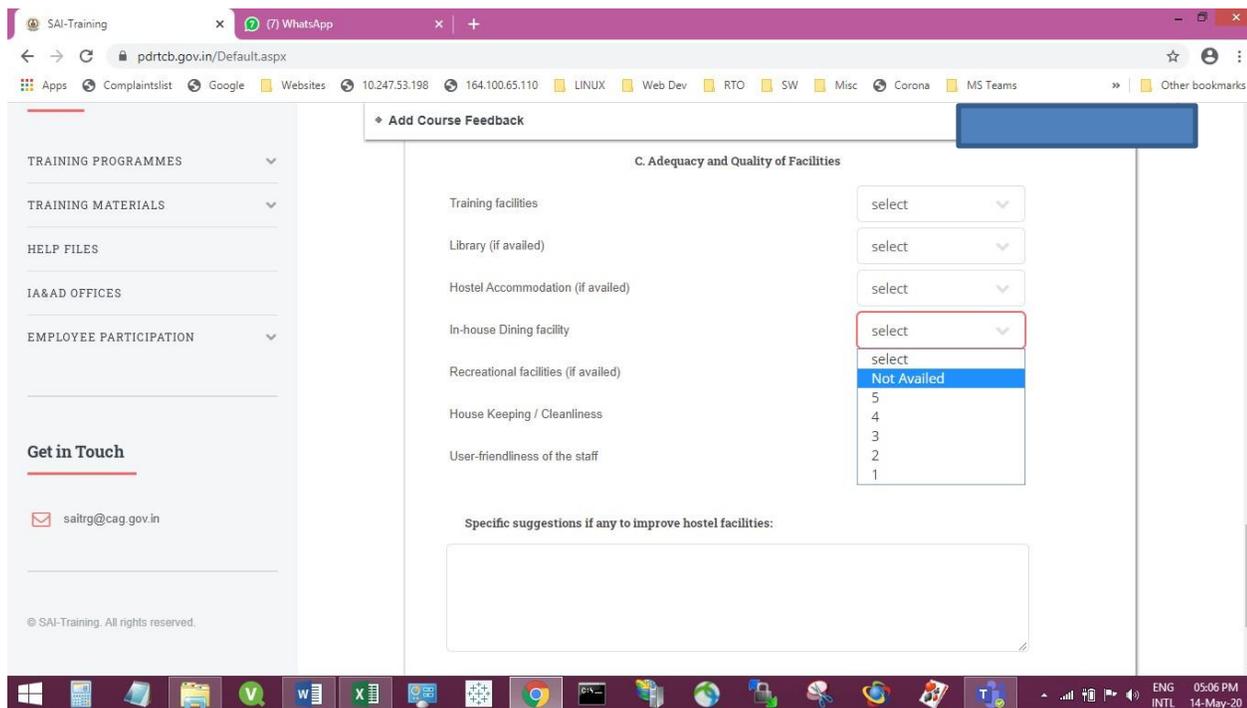
Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom training, ONLY if the Hostel facilities are availed

For Online Training Sessions (if not disabled) please select "Not Availed"

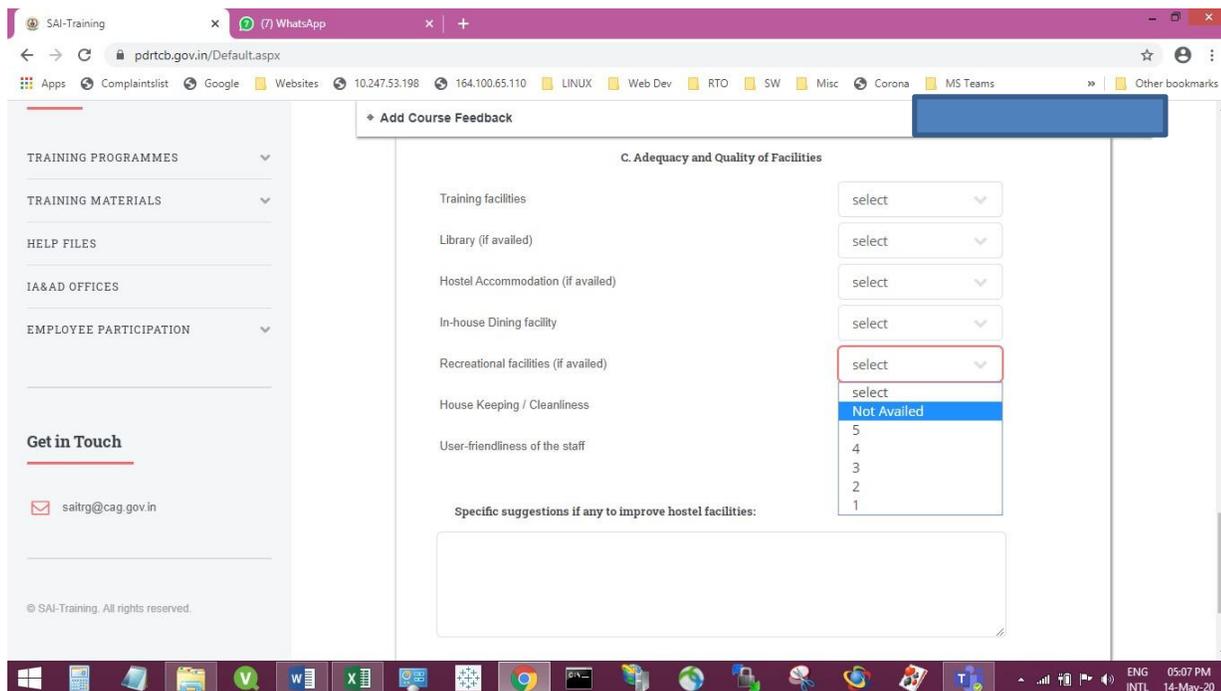


Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom training, ONLY if the Hostel facilities are availed

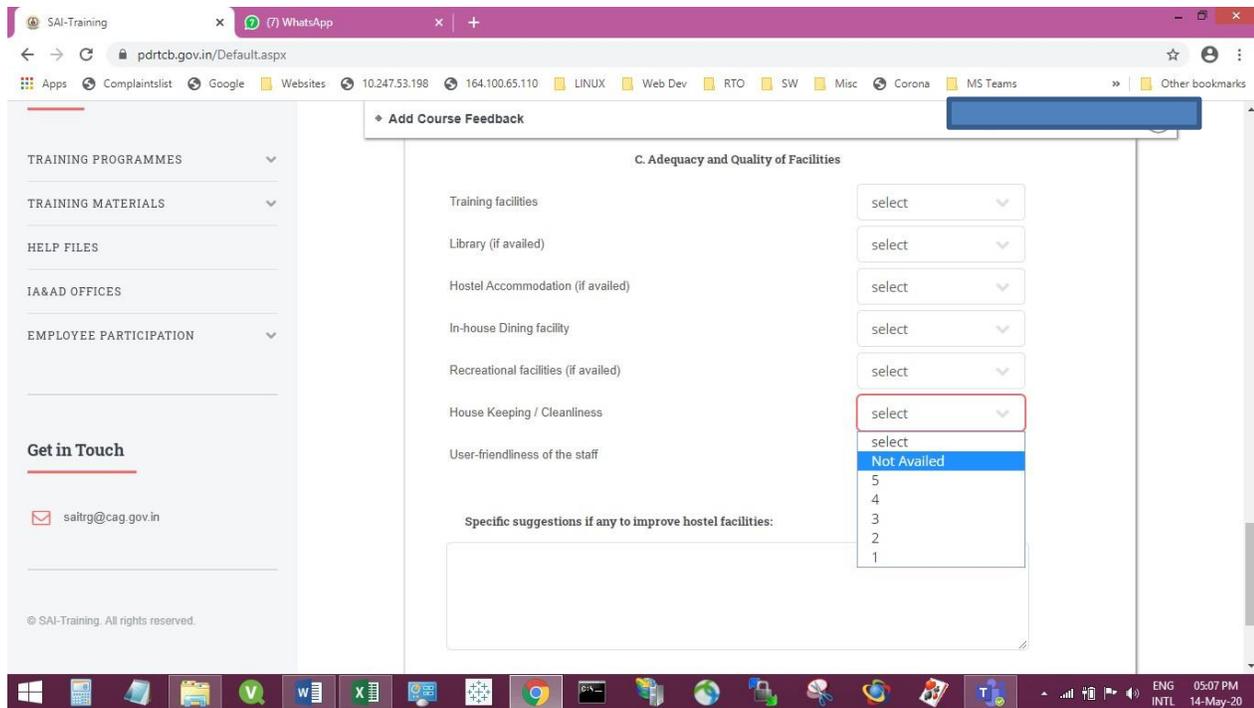
For Online Training Sessions (if not disabled) please select "Not Availed"



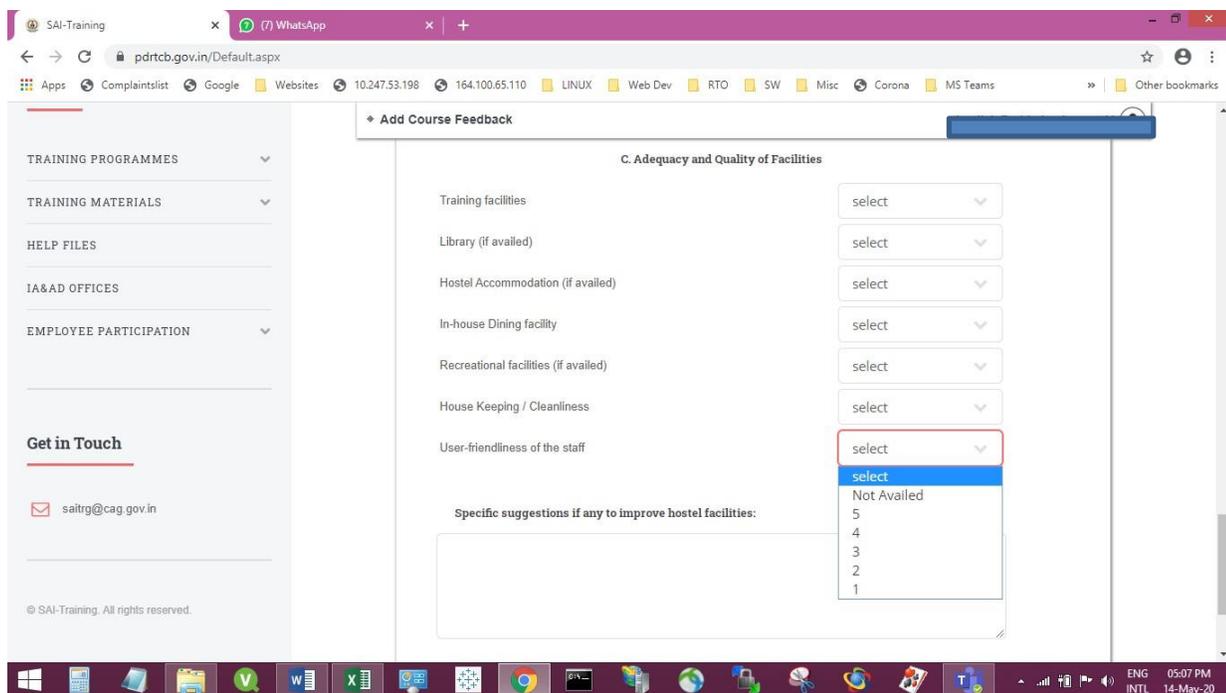
Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom training and "Not Availed" for Online Training Sessions (if not disabled)



Select from 1 to 5 { 5 = Maximum & 1 = Minimum } while attending Classroom training and "Not Availed" for Online Training Sessions (if not disabled)



Select from 1 to 5 { 5 = Maximum & 1 = Minimum }



Fill the details or write "No Suggestion" (Don't keep Blank)

The screenshot displays a web browser window with the following elements:

- Browser Tabs:** SAI-Training, (7) WhatsApp.
- Address Bar:** pdrtcb.gov.in/Default.aspx
- Navigation Bar:** Back, Forward, Refresh, Home icons.
- Bookmarks:** Apps, Complaintslist, Google, Websites, 10.247.53.198, 164.100.65.110, LINUX, Web Dev, RTO, SW, Misc, Corona, MS Teams, Other bookmarks.
- Left Sidebar:**
 - TRAINING PROGRAMMES
 - TRAINING MATERIALS
 - HELP FILES
 - IA&AD OFFICES
 - EMPLOYEE PARTICIPATION
 - Get in Touch**
 - ✉ saitrg@cag.gov.in
 - © SAI-Training. All rights reserved.
- Main Content Area:**
 - Add Course Feedback**
 - In-house Dining facility: select
 - Recreational facilities (if availed): select
 - House Keeping / Cleanliness: select
 - User-friendliness of the staff: select
 - Specific suggestions if any to improve hostel facilities: [Red-bordered text area]
 - ADD FEEDBACK (button)
 - RESET (button)
- Taskbar:** Windows Start button, various application icons (Excel, Word, etc.), system tray with network, volume, and language (ENG INTL) indicators. Time: 05:07 PM, Date: 14-May-20.