

Hanoi, Date year 2018

STAFF TRAINING PLANNING 2018

I. Training Plan

- Teaching staff to be sent for professional training domestic and abroad: 4-5 staffs.
- Technical staff to be sent for training to handle new experiments such as measurement techniques, signals and systems: 3-4 staffs.
- Office staff to be sent for Office 365 training: 5 staffs

II. Result

Name of lecturer	Department	Training type		Expected time
		Short course	English course	
Nguyễn Hồng Quang	Industrial Automation	USA		10 days
Nguyễn Thanh Hương	Instrumentation and industrial informatics	Japan		26 days
Trần Mạnh Hùng	Electrical power system	Spain		1 month
Trần Thị Thảo	Instrumentation and industrial informatics	Taiwan		15 days
Total	4			
Name of staff	Center	Short course	English course	
Hà Quang Thịnh	Electrical engineering training center	Attend measurement and instrumentation		One semester 2017/2018
Đào Kim Thịnh	Electrical engineering training center	Attend measurement and instrumentation		One semester 2017/2018

Đào Xuân Thành	Electrical engineering training center	Attend measurement and instrumentation		One semester 20172
Hoàng thị Kim Chi	School office	365 office		3 days
Nguyễn thị Hoa	School office	365 office		3 days
Trần Thị Kim Hoa	School office	365 office		3 days
Nguyễn Thu Hương	School office	365 office		3 days
Nguyễn Hoàng Yên	School office	365 office		3 days
Total	8			

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Name of lecturer	Dept/school	Training type		Expected time
		Short-term	English	
Nguyễn Hoàng Nam	Instrumentation and industrial informatics	Italy		18 days
Cung Thành Long	Instrumentation and industrial informatics	France		28 days
Lê Minh Thùy	Instrumentation and industrial informatics	Korea		10 days
Bạch Quốc Khánh	Electrical power systems	Korea		5 days
Total	4			

