



भारतीय प्रौद्योगिकी संस्थान मुंबई  
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**Indian Institute of Technology Bombay**  
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To,  
Prof. DR. R. S. Jhanji  
PRINCIPAL,  
A.S. COLLEGE KHANNA

14 Sept, 2015

We are happy to inform that Spoken Tutorial Project, IIT Bombay has decided to make A.S. COLLEGE as a RESOURCE Center. We hope you will offer the training to all the students in the college in a time bound manner (via time-table) and later might spread awareness of the project in the state. **The project is a part of the National Mission on Education through ICT, MHRD, Govt. of India, to spread IT Literacy all over India.** We are offering an award winning MOOCS, the Audio-Video teaching tool, 'Spoken Tutorial', which is used to teach a variety of Software. These provide Software Skills with both employment focus and academic focus.

We are ready to support you in your efforts to train students on Basic Computer Skills, Programming and Scripting Software and specialised IT tools. The course and the training will be offered free of cost to all institutions both Govt., and Private.

#### Specific activities will be -

##### IIT Bombay Side :

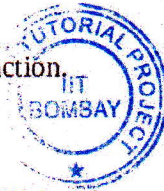
- The Spoken Tutorial team at IIT Bombay will work with you and arrange the mentioned training programme for all relevant courses offered in the colleges.
- We will publicise any event organise by the college related to this training on our website.
- The team will also support and guide all individuals at the college/ department level as they firstly introduce the training and then gradually expand it to all.
- The team will also provide brochures, leaflets, posters where necessary free of cost.

##### College Side :

- Upload the signed RC agreement letter on the college website
- Motivate and guide all the departments to start the the training in this month.(August, 2015)
- For all computer Lab courses, the college should include the relevant Spoken Tutorial based Software and mention '**Spoken Tutorials as E-Resource for learning**', with site link.
- The college will ensure that this excercise is ready for 2015-16 calendar year time-tables for all semesters, prior to semester start date.
- MCA, BCA, Comp. Sc., and IT must especially complete this activity to avail of the training
- The Spoken Tutorial Team will help with the mapping for which please send soft copy by August 2015 itself.
- Spoken Tutorials, based Software courses can also be offered as stand alone/ add on courses to cover maximum departments' students.

We are here to support you with sustained interaction.

Pooja Singh *P Singh 14/8/2015*  
Training Coordinator, Spoken Tutorial Project, IIT Bombay  
E-mail ID - [singhpooja0389@gmail.com](mailto:singhpooja0389@gmail.com) Mob.: 08600408189



Signed : *[Signature]* Principal  
A.S. College Khanna (Ldh.)