To,
Dr R.S.Rana,
Principal,
Sanatan Dharma College (Lahore),
Haryana.

16ᵀʰ November 2015

We are happy to inform that Spoken Tutorial Project, IIT Bombay has decided to make Sanatan Dharma College (Lahore) 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 RESOURCE Center(RC) agreement letter on the website.
- Motivate and guide all the departments to start the training from this semester.
- The Software training will be conducted during lab hours for students from the various streams hence Sanatan Dharma College (Lahore) will take initiative to (a) *include the relevant Software series Tutorials in the courses of all the departments* (b) *do this via mapping and putting into the time-tables for 2015-2016 semesters* .
- The college will ensure that this exercise is ready for 2015-16 calendar year time-tables for all semesters, prior to semester start date.
- 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.

Cnaik.

Ms. Chandrika Naik,
Training Manager(Haryana),

Spoken Tutorial Project, IIT Bombay.

Rajinder Singh
Signed : Dr. R.S.Rana,
Principal.