



भारतीय प्रौद्योगिकी संस्थान मुंबई

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IIT Bombay

**Government Girl's Polytechnic Dehradun College working as a Resource Center (RC)
with Spoken Tutorial (ST) - IIT Bombay**

About Spoken Tutorial – It is an audio-video method to learn Software. These are for Skills and to improve Academic performance. It is designed for self learning (no expert needed) and distance education mode (no need to leave campus). It is an NMEICT, MHRD, Govt. Of India funded national project so the courses, training, day to day guidance and certificates are all completely FREE of COST for life.

Purpose of Collaboration

The reason to have this strategic partnership of Spoken Tutorial with Government Girl's Polytechnic Dehradun is to give the exposure and hands on learning of very useful FOSS/IT courses to your students, building their IT competency. Making Government Girl's Polytechnic Dehradun an RC will help the reach, awareness and spread of ST training in a smooth and fast reaching way to the various departments and all UG,PG programs. We were happy to note that our programs are well suited with some of Government Girl's Polytechnic Dehradun departmental curriculum. Let me mention that Ms. Gita Joshi, is working as Central Co-ordinator from Government Girl's Polytechnic Dehradun.

Proposed Agendas

Government Girl's Polytechnic Dehradun	Spoken Tutorial Program. IIT Bombay
Start the training immediately for students of all the Diploma and Post Graduate Diploma depts.	ST-Team will support on each and every step through call or mail for Faculty Coordinator/s registration and enrolling students right until Certificates.
Nominate minimum 1 Faculty Coordinator per dept.	
Speciality Packages for Office Management Department.	Libe Office-for documents, spreadsheet, presentations and database etc.
Faculty Coordinator to oversee deployment of Spoken Tutorial courses in lab time tables & syllabus.	ST- Team will provide the mapping of timetable and syllabus on which course which software can be taken during which relevant lab timing.
Organise an Awareness cum training Event on Spoken Tutorial Training Program.	ST- Team will provide the promotional materials like banner, posters, brochures etc., as required.
The Faculty Coordinator will organise awareness programs & workshops. Inviting college departments.	ST- Team will support in the talk, presentation and provide promo materials, ppt, videos ans guidance on how to present/ train. If needed then Skype support too.

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Mrs. Sarita Katiyar
Principal
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