



भारतीय प्रौद्योगिकी संस्थान मुंबई
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IIT Bombay

To,
The Principal
Dr. K. D. Ramsiej
Shillong College
Shillong -793003
Meghalaya

23rd October 2015

We are happy to inform that Spoken Tutorial Project, IIT Bombay has decided to make Shillong College , Meghalaya as a RESOURCE CENTRE. 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/District. **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 and CDs where necessary free of cost.

College Side :

- Upload the signed RC agreement letter on the website
- Motivate and guide all the departments to start the training from this semester.
- 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 exercise 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 practice lab mapping. For which kindly send the time tables.
- Spoken Tutorials, based Software courses can also be offered as stand alone add on courses to cover

We are here to support you with sustained interaction.

Pooja Singh

Coordinator - Training
Spoken Tutorials, IIT Bombay

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Sign Principal

(Dr. K. D. Ramsiej)

Principal
Shillong College
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