



भारतीय प्रौद्योगिकी संस्थान मुंबई
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Indian Institute of Technology Bombay
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IIT Bombay

To,

The Registrar,

Dr. MGR Educational and Research Institute,
Chennai, Tamilnadu.

June 16, 2014

Dear Sir,

We are happy to inform that Spoken Tutorial Project, IIT Bombay has decided to promote Dr. MGR Educational and Research Institute, Chennai as a Super RC. Your Institution is working great. We hope it will continue to spread the training and awareness 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 promoting the learning and usage of Free & Open Source Software (FOSS), through an Audio-Video teaching tool, viz, 'Spoken Tutorial'.

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 organised by the University related to Spoken Tutorial on our website.
- The team will also support and guide all individuals at the University / Department level as they first introduce the training and then gradually expand it to all.
- The team will also provide brochures, leaflets, posters and CDs where necessary.

University Side :

- Your Institution will include Spoken Tutorials in their departments curriculum for the relevant Software. We will suggest a fit or match for the different courses.
- Deployment of the training during lab hours should be started immediately for batches where the Spoken Tutorials are matched with the course OR during free lab periods/ hours
- One organiser per department should get registered as authorised user on our website before July end and share with us the detailed schedule of conducting workshops / Training on different Software for the Academic year 2014-2015
- Mention in the Home-page of your University website regarding the partnership between the Spoken Tutorial Project and Dr. MGR Educational and Research Institute.

Your next step:

- The Registrar office send us an official communication that Prof. Shoba Rani has been appointed as the Chief Coordinator for coordinating and regulating all the activities at Dr. MGR Educational and Research Institute.
- Prepare a Calendar of workshops to be conducted for all the departments of your campus.
- Send us the soft copy of your Curriculum so that we can help you with Curriculum mapping.

If you agree with the above activities please sign below and affix your University stamp.
Send a scan copy to us.

Regards,

Pallavi Nile
Coordinator - Training (Tamilnadu)

Spoken Tutorial Project (NMEICT), IIT Bombay

Mobile : 0982705501

<http://www.spoken-tutorial.org/>



Name
Designation
REGISTRAR
Dr. M.G.R.

Signature and Seal
Educational and Research Institute
University
(Decl. u/s.3 of UGC Act, 1956)
Periyar E.V.R. High Road
Maduravoyal, Chennai - 600 095.