

# ICT Education to School Students under RVM Program

## 1. Introduction

The State Project Director, RVMA proposed to implement an initiative in association with Dr.MCR HRD Institute of Andhra Pradesh, Hyderabad. The Objective of the initiative is to develop in-house capacity building in CAL schools to impart Information Communication Technologies (ICT) education to school students. Considering the existing programs under RVM, the proposed initiative is named as **"ICT Education to School Students "**. The identified focused areas of in-house capacity building are as

- A. ICT Knowledge/Skill Set
- B. IT & Other Infrastructure facilities
- C. Program Management

## 2. Focused areas of Capacity Building

### A. ICT Knowledge/Skill Set

a) **Trainings:** The following Training programs are planned for School Teachers and RVM Officials for transfer of ICT Knowledge/skillset under this program

1) ToT Training Program for school teachers @MCRHRD( 15 Days)

- Identified resource persons at DIET Centres i.e., 5 Teachers & Lecturer(1), total 6 Participants from each DIET Centre will be trained under ToT Program
- Total 138 Teachers in 9 Batches
  - 15 Participants per Batch, 2 Batches at a time in separate class rooms
  - 1<sup>st</sup> & 2<sup>nd</sup> Batch Covering 15 DIETs (2 Participants from each DIET Centre) followed by remaining seven batches
  - Proposed to start from 19<sup>th</sup>Nov 2012

2) Basic Computer Training Program for school teachers @ DIET Centres( 6 Days)

- Teacher's working at CAL Schools i.e., 2 teachers per CAL school will be trained under Basic computer program
- Teachers trained under ToT program will act as resource persons

3) Imparting ICT Education to school students @ CAL Schools( *Academic*)

- Teacher's trained under Basic computer training @ DIET Centres will impart ICT Education to school students

- 4) Training on IT Infrastructure Establishment & Mtc., and Progress Monitoring System (PMS) @ MCRHRD (*RVM Officials for 6 Days*)
    - AMOs, Lecturers (6 Days) & MIS Coordinators (2 Days) who are responsible for maintenance of DIET Centres/CAL Schools will be trained under this program
  - 5) Awareness Program to RVM officials (*Through Video conference*)
    - DEO, Dy.EOs, MEO, DIET Principals, Lecturers, POs, APOs & Sectoral Asst. Officers who are responsible for overall monitoring of program in the District will attend to this program
  - 6) Advanced Computer Training Program for school teachers @ MCRHRD (6 Days)
    - Teacher's attended to Basic training program at DIET Centres and imparting ICT Education to School students at CAL Schools will be trained under this program ( One teacher from each CAL School)
- b) **Course Material:** Design of Hand Books/Course Material in the following pattern is proposed
- 1) Hand Books for 6<sup>th</sup> and 7<sup>th</sup> Class Students (MS Office 2010)
    - As per RVM furnished Hand Books (*MS Office 2003 version*)
  - 2) Course Material for Basic Computer Training Program
    - Covering 6<sup>th</sup> & 7<sup>th</sup> Class Hand Books
  - 3) Hand Book for IT Infrastructure Establishment & Mtc.,
    - As per Government approved guidelines, procedures for establishment and maintenance of IT Infrastructure
  - 4) Hand Book for usage of On-line Progress Monitoring System (PMS)
    - As per functional requirements of PMS
  - 5) Course material for Advanced Computer Training Program
    - Covering 8<sup>th</sup>, 9<sup>th</sup> & 10<sup>th</sup> Class Syllabus, Basics on Database (ACCESS 2010), Basic trouble shooting aspects of HW/SW/Networking and usage of latest electronic teaching aids/products
  - 6) Course material for ToT Training Program
    - Covering Basic and Advanced Computer Training programs

## **B. IT & Other Infrastructure facilities**

- a) Establishment & Mtc., of IT Infrastructure (HW/SW/NW)& Other(Non-IT) Infrastructure facilities at DIET Centres/CAL Schools across State
- Dr. MCR HRD provides consultancy support for establishment &Mtc.,of IT & Other Infrastructure facilities.
    - Based on RVM furnished IT Infrastructure status, an appropriate solution would be identified to initiate action (*Repairs/AMC/Up-gradation/Procurement etc.,*) for maintenance & establishment of IT Infrastructure @ DIET Centres/CAL Schools under this program

## **C. Program Management**

- a) Design & Development of Website for dissemination of Program Information to the stake holders across State (by 15<sup>th</sup> November 2012).
- b) Design &Development of On-line Progress Monitoring System(PMS)
- On-line Examination to evaluate the participants performance
  - On-line feedback by Participants
  - On-line progress of CAL Schools
  - MIS Reports
- c) Physical Assessments of
- DIET Centres by HRD officials(*Quarterly*)/RVM Officials(*Monthly*)
  - CAL Schools by DIET Centre Officials (*Quarterly*)/RVM Officials(*Monthly*)
- d) Reviews(Video Conference, Meetings)
- Monthly review meetings @DIET Level
  - Quarterly Video Conference or review meetings at State level
  - Half-yearly/Annual review meetings @ State Level
- e) Establishment of Program Monitoring & Implementation (PMI) Units
1. Dr.MCR HRD IAP, Hyderabad
    - Project Co-ordinator (1 No)
    - Manager Cum Faculty(1 No)
    - Faculty(2 Nos)
    - Lab Assistants (3 Nos)
  2. SPD Office, RVM(SSA), Hyderabad (1 No)
    - Project Co-ordinator(1 No) &Manager(MIS)
  3. DIET Centres, @District Head Quarters(23 Nos)
    - Principal, Teachers (5Nos), Lecturer(1 No)
    - MIS Co-ordinator working under AMO

4. CAL Schools (3200 Schools)
  - Head Master, Teachers(2 Nos)
  - MIS Co-ordinators working under MEO at Mandal Level

### 3. Role/Responsibilities

Under this program, the roles & responsibilities of Dr.MCR HRD IAP and RVM are

A. **Dr. MCR HRD IAP:** is responsible for planning, consultancy support for development of in-house capacity building on identified focused areas for implementation of program across state and the details are as follows:

- a. Establishment of PMI Unit @ MCR HRD with dedicated resources for effective planning and implementation of program
- b. Planning and implementation of Training Programs proposed at State level duly providing necessary training requirements including campus accommodation to the participants
- c. Design & Development of Course Material for all the Training programs planned under this program
- d. Constitution of Committee to finalize the publisher for award of printing and supply of course material
- e. Consultancy support for establishment & effective maintenance of IT Infrastructure @ DIET Centres/CAL Schools across State
- f. Design & Development of Website for effective dissemination of program Information to the stakeholder across State
- g. Design, development and maintenance of On-line Progress Monitoring System(PMS) to the Program requirements through Centre for Good Governance (CGG)
- h. Physical assessment of DIET Centres across State and submission of reports to RVMA to initiate necessary action
- i. Preparation of program cost assessment on yearly basis for implementation of Program.

B. **Rajiv Vidya Mission Authority(RVMA)**

1) **State office, RVM @ Hyderabad** is responsible for total funding of program for proposed duration (3 years) and overall monitoring & implementation of program across State and the details are as follows:

- a. Establishment of PMI Units @ SPD Office, DIET Centres/CAL Schools with dedicated resources for effective monitoring and implementation of Program across State
- b. Establishment of IT & other Infrastructure facilities @ DIET Centres/CAL Schools
- c. Approval of Training Course Material and finalization of requirement of course material for FY 2012-13 & 2013-14

- d. Member of Committee constituted by Dr.MCR HRDIAP, for finalization of award of printing and supply of course material
- e. Conducting Review meetings at State level and issue of necessary orders to the District/Mandal level officials for effective monitoring & implementation of program
- f. Formation of Program Monitoring & Evaluation (M&E) teams @ District/Mandal level with the concerned officials who are responsible for monitoring and implementation of program and issue necessary guidelines for effective implementation of program across State. It is the complete responsibility of PMI Unit @ State office, RVM to coordinate with M & E teams @ District/Mandal level in implementation of the program. Dr.MCR HRD IAP extends consultancy support, if required
- g. Advance transfer of funds to the Institute towards planning & implementation of program

**2) DIET Centres, RVM @ District level** are responsible for

- a. Planning & Implementation of training programs proposed at DIET Centres duly providing necessary training requirements including accommodation, food etc.,
- b. Effective maintenance of IT & Other Infrastructure facilities @ DIET Centres
- c. Usage of Progress Monitoring System (PMS) for generation of on-line reports
- d. Physical assessment of CAL Schools in the District

**3) CAL Schools @ Mandal level** are responsible for

- a. Imparting ICT Education to School Students (6<sup>th</sup> & 7<sup>th</sup> Standard)
- b. Effective maintenance of IT & Other Infrastructure facilities @ CAL Schools
- c. Usage of Progress Monitoring System (PMS) for generation of on-line reports

**4. Program Funding**

RVMA is responsible for total funding of the program. Based on program cost assessment furnished by Dr.MCR HRD IAP, RVMA needs to transfer the funds i.e., total program cost in advance to the Institute to initiate the program. Dr.MCR HRD IAP is responsible to furnish the program actual statement of accounts at the end of each year. Dr.MCR HRD IAP would furnish the program cost estimate for 2nd & 3rd years duly considering the preceding year actual statement of accounts, suggestions and modifications, if any