

# Diploma in IT Enabled Teaching Skills

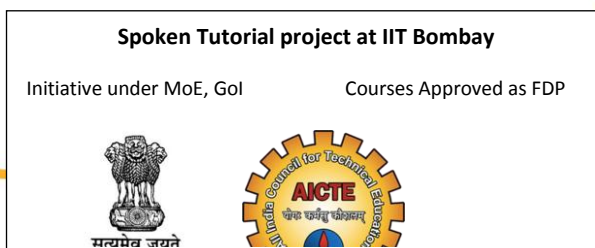
(A skill upgradation program for Teachers and aspiring teaching candidates)

## Program Details

Conducted by



CSC Academy Knowledge Partners



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## I. Program Objectives

Schooling being the foundation years of responsible citizen's development, calls for a regular intervention of resource up gradation and up skilling. The program offers a combination of modules on highly recommended areas of competencies for effective teaching and student management at various school levels. Technology plays a very crucial role in bridging the gap between teaching and learning practices. So, today's teachers need to adapt to the learning requirement of tomorrow's citizens. Hence this course is a fine integration of behavioural and technical skills required at school level teaching.

The Diploma in IT enabled Teaching Skills (DITETS) focuses on strengthening the knowledge and skill set of School Teachers in the area of IT skills, teaching tools, mentoring role and effective communication practices.

**The program also aims to respond to New Education Policy 2020 with regard to a need for continuous professional development of minimum 50 hours per year for teachers.** Also, **NISHTHA (National Initiative for School Heads' and Teachers' Holistic Advancement)** initiative of NCERT recommends and has initiated online training of elementary school teachers in identified areas like "Integration of ICT in Teaching, Learning and Assessment". This program also includes the key learning outcomes to enable teachers in the area of Inclusive Classroom management, Assessment, School Management and Leadership in sync with NCERT guidelines on online teacher training. It is directly aligned with Government of India mandate for creating awareness and job skills via Gazette notification April 2015 on "Policy on adoption of open-Source Software (FOSS) for Government of India" and Ministry of Electronics & Information Technology, Government of India on-going efforts are in this direction.

The program offers a modular approach and multiple certification process for the potential candidates offering them various opportunities in enhancing the job opportunities and professional skills.

## II. Opportunities after DITETS program

1. Growth and promotion in current teaching job in government and private sector.
2. Teaching job opportunities in private sector, government or self-employed for job seekers.
3. Up skilling and upgrading opportunity for home tutors and online teaching professionals.
4. Teacher shall be able to work on various digital education tools and Free & Open-Source Software (FOSS), thus responding to changing education environment globally.
5. School community and resources shall strengthen by teachers developing skills and knowledge on school management with help of technology.
6. The program also is a quality standardization tool to upgrade the schools under a government body/ brand.

## III. Candidate Eligibility

- Candidate should have successfully completed graduation from a UGC recognised institution with minimum 45% marks,
- Minimum 1 year of teaching experience with any government or primary school.

## IV. Course Duration

1. Total duration of the DITETS program is 6 (Six) months from the date of candidate registration.
2. Candidate can complete the program in maximum of one and half year from date of registration.
3. The program is in blended form with a combination of self-paced and Scheduled Live online sessions.
4. The DITETS program includes application-based IT skill modules. Therefore, it is important for the candidate to spend sufficient time on practice.

## V. Learning Outcomes

1. To develop understanding of skills and attributes required in line with changing trends in overall teaching learning experience.
2. To learn and practice basic computer function and open-source software for developing meaningful teaching material.
3. To use user friendly and free software to develop and customize Audio Visual and pictorial teaching content.
4. To plan and execute engaging and interactive classrooms with help of IT enabled tools and internet.
5. To support the school management functions with application of various academia ERP like Learning Management and Library Management platforms and tools.
6. To demonstrate professional communication skills in classroom, school ecosystem and with external communities.
7. To apply mentoring skills and tools for student development across various academic and co-curricular areas.

## VI. Certification

On completion of all modules, the successful candidates shall be awarded **“Diploma in IT Enabled Teaching Skills”** by CSC Academy.

After learning and practice under each module, the candidate is required to appear for an online proctored test/ module assessment. Candidates who get 50% in each module are considered as Pass for the said program module.

### Multiple Certification Advantage: 14 modular certification

1. The program offers multiple certification opportunity for the candidate. Under this candidate who successfully complete specific program modules shall be eligible for individual module certification.
2. The **“Basic course in Information Technology” (BCIT)** module certificate is jointly awarded by CSC Academy & Indian School of Business, Hyderabad (ISB).
3. Certificate for other modules (13) based on Open-Source Software is jointly awarded by CSC Academy and Spoken Tutorial (IIT Bombay) under FOSS initiative of Ministry of Education, Government of India. **All professional modules are approved by AICTE (All India Council for Technical Education) Government of India under FDP (Faculty Development Program).**

## VII. Mode of Learning

1. Program modules are provided to the candidate in combination of self-paced and scheduled Live online learning mode.
2. Video content is available in most of the 22 Indian languages for Spoken tutorial modules. At any time, candidate can select the required language audio.
3. All videos are structured in such a way that the candidate can understand without the need for a local subject faculty.
4. Video audio script and timed-script available for download,
5. Do-it-yourself Assignments.
6. Presentation Slide document available for download for later reading.
7. Instruction sheet for downloading and installing required Open-Source Software.

## VIII. Program curriculum

Course DITETS01	Role of Technology and Personality Traits for Effective Teaching	
Module no	Module Name	Description
DITETS01-1	Introduction to the Teaching Learning methodology of this course	This course comprises of combination of self-learning modules, Live sessions, pre-recorded lectures and practice sessions followed by proctored exam and demo classroom session assessment
DITETS01-2	Introduction to essential attributes of an effective teacher	This is the introductory unit highlighting essential skills of effective school teachers in multidimensional roles.
Course DITETS02	Introduction to IT Skills	
DITETS02-1	Basic Course in IT	This module covers - Fundamentals of IT; Social, Mobile and Digital media; Understanding Internet; e-Commerce and platform models; Digital Banking; Introductions to Productivity Programs; Digital Marketing. This course is jointly certified by CSC Academy & Indian School of Business, Hyderabad (ISB).
DITETS 02-2	Spoken Tutorial Technology Introductory module	This is an introductory module on Spoken Tutorial explaining how to use the Spoken Tutorial learning content. This module explains the steps involved in carrying out a computer-based activity - such as using the features of some software - with the

		<p>help of a screencast and narration. A screen casting software captures all the activities on the screen along with the narration and plays it back as a movie.</p>
DITETS02-3	Introduction to Computers	<p>"Introduction to Computers" series is intended for first-time users, who wish to learn how to use computers for day-to-day activities and hone their computer skills. This series is open to all age groups of people, irrespective of their background.</p> <p>This course is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>
DITETS02-4	LibreOffice Suite Base	<p>LibreOffice Base is the database front-end of the LibreOffice suite, Base is the equivalent of Microsoft Access. This course module is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>
DITETS02-5	LibreOffice Suite Calc	<p>LibreOffice Calc is the spreadsheet component of LibreOffice Suite. It is the equivalent of Microsoft Excel in Microsoft Suite and has a number of unique features, including a system which automatically defines series of graphs, based on information available to the user. This course module is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>
DITETS02-6	LibreOffice Suite Draw	<p>LibreOffice Draw is a graphics software that allows you to create a wide range of vector graphics. This course is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>
DITETS02-7	LibreOffice Suite Impress	<p>LibreOffice Impress is the presentation component of the LibreOffice Suite. It is the equivalent of Microsoft PPT in Microsoft Suite and has a number of unique features that make it a versatile tool for creating presentation. This course is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>
DITETS02-8	LibreOffice Suite Math	<p>LibreOffice Math is a software application designed for creating and editing mathematical formulae. This course is jointly certified by CSC Academy &amp; Spoken Tutorial (IIT Bombay).</p>

DITETS02-9	LibreOffice Suite Writer	LibreOffice Writer is the word processor component of the LibreOffice Suite. It is the equivalent of Microsoft Word in Microsoft Office Suite. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS02-10	KTurtle	KTurtle is an educational programming environment that teaches the basic concepts of Programming. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
<b>Course DITETS03</b>	<b>Open-Source Software for Content Creation (Graphic and Video)</b>	
DITETS03-1	InkScape	Inkscape is a digital image-editing program that is used to create and modify vector images. Due to its capabilities and tools, it is often considered a free alternative to Adobe Illustrator. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS03-2	Synfig	Synfig Studio is a free 2D animation software, designed as powerful industrial-strength solution for creating film-quality animation using a vector and bitmap.
DITETS03-3	GIMP	GIMP is a free raster graphics editor used for image manipulation and image editing, free-form drawing, transcoding between different image file formats, etc. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS03-4	Audacity	Digital audio editor and recording application software. This course module is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS03-5	Grace	Grace is a program for plotting graphs, with a clickable GUI to set graph properties. The program supports, interactive plotting to generate, 2D graphs, bar charts and execute data fitting routines. Multiple graphs can be plotted on the same canvas.
<b>Course DITETS04</b>	<b>Introduction to Technology enabled Online Teaching Tools</b>	
DITETS04-1	Gcompris	Software suite comprising educational entertainment software for children aged 2 to 10.

DITETS04-2	Freeplane	Freeplane is a popular software for concept mapping and mind mapping. Besides extensive formatting capacity, the software has options for slide presentation, teaching and learning add-on modules. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS04-3	Marble	Marble is a virtual globe application. It is an interactive globe and geographical atlas. The user interface of Marble is clean, simple and easy to use. It allows the users to choose among Earth, Moon, Venus, Mars and other planets to display as a 3-D model. Users can use Marble to look up for addresses, create maps, measure distances and retrieve detail information about locations.
DITETS04-4	Edge Towards Virtual Classrooms (Live Class Mode)	This module highlights the features, uses and advantages of various virtual classroom platforms. It also compares the various platforms from security and control perspective.
DITETS04-5	Mining Resources in Web Planet (Live Class Mode)	This module develops the understanding about resources (both AV and text) available in web world and also effective and ethical ways to use them.
DITETS04-6	Dynamic Instruction with engaging Lesson Plans (Live Class Mode)	Teachers understanding and knowledge of a subject must reflect in the lesson planning and execution. This module contains effective lesson planning instructions and tips.
DITETS04-7	Insightful Assessment with gamified quiz (Live Class Mode)	Assessment should be aligned with learning outcomes and must be engaging at the same time. This module explains the effective and interactive assessment system in online mode.
<b>Course DITETS05</b>	<b>IT enabled School Management Applications</b>	
DITETS05-1	Koha Library Management System	Koha is an integrated library system (ILS), used world-wide by public, school and special libraries. Helps with easy access to information for library staff and users due to effective searching and issuing of items.



DITETS05-2	Moodle Learning Management System	Learning management system to create and manage entire curriculum and content along with student progress by individual teachers. This course is jointly certified by CSC Academy & Spoken Tutorial (IIT Bombay).
DITETS05-3	Digitalizing the school ecosystem (Live Class Mode)	Learning management system needs to be school administration, teacher and student friendly to optimize its impact and seamless operation of learning process. This module addresses the LMS operations and guidelines
DITETS05-4	Cloud Schooling (Live Class Mode)	This module highlights cloud-based learning resource management and its effective uses to bridge the gap between the demand and availability of quality and updated teaching tools.
<b>Course DITETS06</b>	<b>Effective Communication Skills</b>	
DITETS06-1	Introduction to different types of communication (Live Class Mode)	Communication is a two-way process of exchanging views, ideas and emotions. This unit highlights different types, mode and channels of communication to enable teachers to connect with students and parents
DITETS06-2	Formal communication skills (Live Class Mode)	This module consists of standard format and practice of official documents like application, report writing and drafting.
DITETS05-3	Presentation skills (Live Class Mode)	This module highlights the ingredients of powerful presentation making and delivering in classroom and school seminars and events.
<b>Course DITETS07</b>	<b>Essential Student Mentoring skills</b>	
DITETS07-1	Understanding Mentoring roles and essential skills (Live Class Mode)	This module consists of role and responsibilities of a Mentor in student development and creating a disciplined and open school environment
DITETS07-2	Recording and Reporting Tools recommended for effective mentoring (Live Class Mode)	The mentoring tools are essential to standardize the process across all classes and grades. Also, use of technology has an added advantage to record and control mentoring process.
DITETS07-3	Innovative and practical tools to engage with students (Live Class Mode)	Each student is unique set of challenges and attributes for the mentor. This module defines role of spontaneity and creativity in successful mentee response.

DITETS07-4	Role play to address common ethical, professional, emotional situations in mentoring process (Live Class Mode)	This module highlights and educate mentors on ethical and professional skills to develop as a compassionate but detached mentor. It also allows mentors to practice some real time mentee situations.
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## IX. Detailed Program Curriculum Syllabus

### Course DITETS01: Role of Technology and Personality traits for effective teaching

#### Module DITETS01-1: Introduction to the Teaching Learning methodology of this course

- Course description
- Introduction to course collaborator organisations
- Instructions and guidelines to course format
- Assessment structure
- FAQs

#### Module DITETS01-2: Introduction to essential attributes of an effective teacher

- Role of learning
- Personality Traits
- Cross cultural learning

### Course DITETS02: Introduction to IT Skills

#### Module DITETS02-1: Basic Course in Information Technology

- Fundamental of IT
- Social, Mobile and Digital media
- Understanding Internet
- e-Commerce and platform models
- Digital Banking
- Introduction to Productivity Programs
- Digital marketing

#### Module DITETS02-2: Spoken Tutorial Technology Introductory module

- Module instructions and guidelines

#### Module DITETS02-3: Introduction to Computers

- Getting to know computers
- Printer Connection
- Introduction to Gmail
- Compose Options for Email

- Google Drive Options

#### Module DITETS02-4: LibreOffice Suite Base

- Introduction
- Tables and Relationships
- Create a Simple form
- Build a complex form with form controls
- Add List Box form control to a form
- Add push button to a form
- Enter and update data in a form
- Create queries using Query Wizard
- Create queries using Design View
- Create Reports
- Modify a Report
- Create Tables
- Create Subforms
- Create simple queries in SQL View
- Create simple queries in SQL View II
- Access data sources
- Database Maintenance
- Indexes Table Filter SQL Command window
- Database Design Purpose Organize Tables
- Database Design Primary Key and Relationships
- Design Refine Database Design and Normalization Rules

#### Module DITETS02-5: LibreOffice Calc 6.3

- Introduction to LibreOffice
- Working with Cells
- Working with Sheets
- Formatting Data
- Basic Data manipulation
- Working with Data
- Viewing and printing a spreadsheet
- Using Charts and Graphics
- Inserting Images and inbuilt Graphics
- Advanced Formatting and Protection
- Formulae and Functions
- Linking Calc Data

#### Module DITETS02-6: LibreOffice Draw

- Introduction to LibreOffice Draw
- Drawing Basic Objects
- Working with Object
- Fill Objects with Color
- Inserting Text in Objects
- Common Edit and Print Functions
- Creating Curves and Polygons
- Editing Curves and Polygons

#### Module DITETS02-7: LibreOffice Suite Impress 6.3

- Introduction to LibreOffice Impress
- Creating a presentation
- Viewing a presentation
- Inserting Pictures and Tables
- Printing a presentation
- Slide Master and Slide Design
- Custom Animation
- Slide Show Creation

#### Module DITETS02-8: LibreOffice Suite Math

- Introduction
- Markup Language for writing formula Formatting
- Using Greek characters Brackets Steps to Solve Quadratic Equation
- Matrices Aligning Equations
- Derivatives Differential Equations Integral Equations Logarithms
- Set Operations Factorials Cross reference equations

#### Module DITETS02-9: LibreOffice Suite Writer

- Introduction to LibreOffice Writer
- Typing text and basic formatting
- Inserting images
- Hyperlinks
- Bookmarks in Writer
- Tables and table properties
- Viewing and printing a document
- Using Find Replace and Auto-correct
- Creating Newsletters
- Header, Footer and Notes
- Using Track changes
- Typing in local languages

#### Module DITETS02-10: KTurtle

- Introduction to KTurtle
- Grammar of TurtleScript
- Special command in KTurtle
- Programming concepts
- Control execution
- Question Glues
- Common errors in KTurtle

Course DITETS03: Open-Source Software for Content Creation (Graphic and Video)

### Module DITETS03-1: Inkscape

- Overview of Inkscape
- Create and edit shapes
- Fill colour and stroke
- Create and edit multiple objects
- Layers and Boolean operations
- Align and distribute objects,
- Create and Format Text
- Text tool features
- Basics of Bezier Tool
- Text Manipulation
- Create an A4 Poster, create a 3-fold brochure, Design a visiting card
- Create patterns in Inkscape
- Special effects on text
- Trace bitmaps in Inkscape
- Warli art for Textile design
- Mango pattern for Textile design

### Module DITETS03-2: Synfig

- Overview of Synfig,
- Bouncing ball animation,
- E-card animation,
- Create a star animation,
- Draw a Toy train, Animate a Toy train,
- Plant animation, Logo animation, Basic bone animation, Cut out animation, Rocket animation, Underwater animation

### Module DITETS03-3: GIMP

- Setting Up GIMP
- Rotating And Cropping An Image
- Adjusting Colours Using Layers
- Using Layers Healing Cloning Tools
- Triptychs In a New Way
- Drawing Tools
- Sketching, Brushes, Colours and Dialogs
- The Curves Tool, Drawing Simple Figures
- How To Fix an Underexposed Image?
- Adjusting Colours with Curves Tool
- Easy Animation, Comics
- Selective Sharpening

### Module DITETS03-4: Blender

- Types of Windows File Browser Info Panel
- Types of Windows User Preference

- Types of Windows Outliners
- Types of Windows Properties Part 1, Part 2, Part 3, Part 4, Part 5

#### Module DITETS03-5: Audacity

- Installation of Audacity in Linux OS
- Installation of Audacity in Windows OS
- Record an audio using Audacity
- Edit an audio using Audacity

#### Module DITETS03-6: Grace

- Overview of Grace
- Installation and Introduction to Grace
- Installation of QtGrace on windows
- Creating a 2D graphical plot
- Bar Chart and Error Bars
- Data Filling
- Fit an Exponential Decay Curve

### Course DITETS04: Introduction to Technology enabled Teaching Tools

#### Module DITETS04-1: Gcompris

- Introduction to Gcompris
- Keyboard and mouse activities
- Alphabets and numbers
- Basic logic and reasoning puzzles
- Addition and subtraction of numbers
- Identify Colours

#### Module DITETS04-2: Freeplane

- Introduction to Freeplane
- Nodes and basic commands
- Linking line and floating node
- Adding resources
- Concept maps in teaching and learning
- Slide presentation
- Time manager and reminder
- Groovy script and Freeplane

#### Module DITETS04-3: Marble

- Installation of Marble
- Introduction to Marble
- Panels in Marble
- Search places and measure distance
- Globe- A true Model of Earth
- Export print and download maps
- Route maps

- Edit maps
- Customize route maps
- Features of Marble
- Configure Marble
- Celestial bodies and Constellations

#### Module DITETS04-4: Edge towards virtual classrooms (Live Class mode)

- Identify various synchronous and asynchronous ways of learning.
- Identify various video conferencing tools.
- Make use of features scheduling meetings, screen share, force mute and disable annotation etc.
- Make use of advanced features such as breakout rooms and poll options in the video conferencing tools.
- Compare the features of various video conferencing tools.
- Livestream your video conference on social media.
- Discover the security features of the virtual conferencing tools along with various other vital features to make an efficient and enriching learning experience.

#### Module DITETS04-5: Mining resources in web-planet (Live Class mode)

- Make use of smart ways of resource mining on the web-planet.
- Ransack bonanza of teaching-learning resources tested and chosen for you. Resources for all subjects Maths, Science, Social, EVS, English and other languages.
- Make use of online simulations as the alternative for physical labs.
- Identify authentic and rich audio-visual media to enhance pedagogical efficiency.
- Replace experimental tools with smart android applications.
- Identify various interactive games which in turn make learning joyful.

#### Module DITETS04-6: Dynamic instruction with engaging lesson plans (Live Class mode)

- Identify various student engagement tools.
- Create dynamic instructions with a high degree of student involvement using student engagement platforms. Smart practices in making lesson plans and slides/ppts.
- Connect your students live with your presentations and embed real-time activities into the slides.
- Embed virtual reality, 3D and interactivity into the lesson.
- Create story-maps and mind-maps for a better reflection.
- Make use of engaging and readymade lesson plans.
- Make use of virtual bulletin boards for brainstorming and discussion.
- Apply tricks and tools for typing and preparing presentations for language teachers.

#### Module DITETS04-7: Insightful assessments with gamified quizzes (Live Class mode)

- Use authentic and well-designed question resources for the tests and assignments.

- Gamify the class tests using amazing assessment tools.
- Administer formative and summative assessments using standard and free assessment tools.
- Automate the evaluation process of the MCQ tests.
- Make use of diverse interactivities in assessment tools for the overall evaluation.
- Use readily available quizzes for effective remedial assignments.
- Turn a plain asynchronous video into an insightful interactive learning module.
- Convert simple text and images into interactive quizzes.
- Innovate your own quiz type and embed it into various online platforms.

## Course DITETS05: IT enabled School Management Applications

### Module DITETS05-1: Koha Library Management Software

- Koha installation on Linux 16.4
- How to create a library
- Create a Superlibrarian
- Place order for a book
- Cataloguing
- Access to Library account on web

### Module DITETS05-2: Moodle Learning Management System

- Overview of Moodle
- Getting ready for Moodle installation
- Installing Moodle on local server
- Admin Dashboard
- Categories and courses in Moodle
- Users and user's dashboard
- Formatting, uploading and editing courses
- Question bank and quiz in Moodle
- Enrolling and communication with students
- Grading assignments and reports in Moodle

### Module DITETS05-3: Digitalizing the school ecosystem (Live Class mode)

- Replicate school administrative structure in virtual space.
- Identify various standard and free learning management systems (LMS).
- Ease the school communications and assignments using LMS
- Manage social and emotional behaviour of students using technology.
- Construct a teaching-learning ecosystem by bringing all the stakeholders onto a single platform.
- Embed various teaching-learning materials and tools into LMS.
- Authenticate the grading mechanism by adopting rubrics.
- Connect and collaborate with peers on social-learning networks.



#### Module DITETS05-4: Cloud schooling (Live Class mode)

- Identify various cloud-based tools.
- Outline various features of cloud services free for schools.
- Create, collaborate, and edit documents on cloud-based word processing tools.
- Identify various shortcuts to improvise the performance with cloud-based tools.
- Make use of cloud-based spreadsheets to automate various assessments and to maintain administrative records.
- Make use of analytical graphs and charts in the spreadsheet.
- Apply advanced features in the spreadsheet.

### Course DITETS06: Effective Communication Skills

#### Module DITETS06-1: Introduction to different types of Communication (Live Class mode)

- What is a two-way Communication?
- Different types of communication
- Dos and Don'ts of Communication
- Role of Feedback
- Body Language
- Power dressing
- Networking skills

#### Module DITETS06-2: Formal Communication Skills (Live Class mode)

- Introduction and relevance of Formal communication skills
- Report Writing
- School Circular and Notice format
- Communication during Formal meetings and Seminar

#### Module DITETS06-3: Presentation Skills (Live Class mode)

- Creating a powerful presentation
- Virtual Audience Management
- Tools of successful presentation skill
- Presentation Role models

### Course DITETS07: Essential Mentoring skills

#### Module DITETS07-1: Understanding Mentoring roles and essential Skills (Live Class mode)

- What is mentoring?
- Differentiate between mentoring, coaching and training
- Multiple Roles of a mentor
- Essential Life skills for a mentor

#### Module DITETS07-2: Recording and reporting tools recommended for effective mentoring (Live Class mode)

- Orientation Session

- Mentor- mentee group allocation
- Mentor – mentee engagement sheet
- Mentor report format
- Maintaining Mentee Progress report/ file
- Handover process
- Use of technology for seamless reporting

#### Module DITETS07-3: Innovative and practical tools to engage with students (Live Class mode)

- Know your mentee
- Buddy system
- Mentee Emotional Intelligence Mapping
- Wheel of Life Balance
- 360 degree feedback system

#### Module DITETS07-4: Role play to address common ethical, professional, emotional situations in mentoring process (Live Class mode)

- How to respond to the students getting in too closed space?
- How to address issues between student and parent?
- Ways to balance institutional limitations and student expectations.
- Developing a mindset to detach with ex mentees.
- Ethical guidelines to avoid team conflicts and politics.

## X How to Register for DITETS program

Eligible candidates can register for the DITETS program at selected CSC Academy centres across the States. All fees payment has to be done at the respective CSC Academy centre. The following documents are required for registration: Student address identity document, graduation degree certificate/ marksheet and 1 year teaching experience letter.

After the initial registration the candidate shall be provided access to DITETS learning content by the respective CSC Academy centre.

In case of any clarification candidate may write to [support@cscacademy.org](mailto:support@cscacademy.org)

## XI About CSC Academy

The Common Services Centres (CSCs) Scheme is one of the flagship programs of Government of India under Digital India. These CSCs are the access points for delivery of various digital services to villages in India. A network of more than 3.50 lakh CSCs, of which 1.63 lakh are in Gram Panchayats, are actively providing various online public utility and financial services to citizens, quality healthcare, apart from boosting entrepreneurship and employment in villages and smaller towns across the country.

CSC e-Governance Service India Limited is a Special Purpose Vehicle (CSC SPV) incorporated in the year 2009 under the Companies Act, 1956 by the Ministry of Electronics and Information Technology (MeiTY), Government of India, to monitor the implementation of Common Services Centres Scheme (CSCs).

To further the sustainability of these CSCs, CSC Academy was setup in 2017 that provides access to professional learning for learners of diverse backgrounds and educational needs. The CSC Academy is a not-for-profit society under the Societies Registration Act 1860 (Act 21 of 1860), as applicable to the Union of Delhi with its registered office in Delhi. The CSC Academy board comprises of the Additional Secretary, Ministry of Electronics & Information Technology, Government of India as Chairman, and others reputed members from academia.

With over 5000+ CSC Academy Centres across the Country, are delivering various Government of India sponsored skill and education programs, in addition to courses in partnership with academic institutions and private sector. Over a period of time the CSC Academy is aimed to become Education Hub for Rural India to provide life-long education and learning.

## XII About Spoken Tutorial (IIT Bombay)

Spoken Tutorial is a project at IIT Bombay, initiated by the National Mission on Education through ICT, Ministry of Education, MoE (earlier called MHRD) Government of India, to promote IT literacy for education and employment. courses have been Recommended/ Approved by various Universities and State Governments with an objective to enhance skills and provide better employment opportunities to the candidates. These courses are AICTE (All India Council for Technical Education) approved Faculty Development Programme (FDP).

Spoken Tutorial is a multi-award-winning educational content portal. Here one can learn various Free and Open Source Software all by oneself. These self-paced, multi-lingual courses ensure that anybody with a computer and a desire for learning, can learn from any place, at any time and in a language of their choice. These courses are available in all 22 Indian languages, to help candidate understand the topic in their own regional local language

Courses are simple and easy to follow even for a beginner but they also meet the growing needs of the learner. The engaging digital content ensures that learning happens at all levels - Basic, Intermediate and Advanced. Student learning content mandates side-by-side practice thereby ensuring that learners are actively learning.

Many of the software taught, are used in various disciplines of Engineering, pure Sciences and several other Under-Graduate and Post-Graduate studies, and can be extended to Commerce, Arts and Management streams as well. Alongside these, there are some courses relevant at School level, too, which help school students to visualise difficult concepts of Math and Science. These can also be used by Teachers to prepare lesson plans, explain abstract concepts and give digital assignments to students. These courses can be used to raise the levels of teaching/learning in educational institutions of higher learning through the ICT based pedagogic tools.

### XIII About Indian School of Business, Hyderabad

The Indian School of Business (ISB) evolved from the need for a world-class business school in Asia. The founders, some of the best minds from the corporate and academic worlds, anticipated the leadership needs of the emerging Asian economies.

The Indian School of Business gained the unique distinction of receiving accreditation from the Association of MBAs (AMBA), making it the 100th School in the world to achieve the 'triple crown' of accreditations from AMBA, EFMD Quality Improvement System (EQUIS), and the Association to Advance Collegiate Schools of Business (AACSB). Accreditation from AMBA represents the highest standard of achievement in post-graduate business education. Its rigorous assessment criteria ensure that only the highest-calibre programmes which demonstrate the best standards in teaching, curriculum, and student interaction achieve Association of MBAs accreditation.

