GUJARAT TECHNOLOGICAL UNIVERSITY
OPEN SOURCE PROJECT
GOVT OF INDIA, M.H.R.D. 's NATIONAL MISSION on EDUCATION through ICT

LEARN OPEN SOURCE OFFICE SUITE-BECOME MORE USEFUL TO INDIA IMPROVE YOUR EMPLOYABILITY

Through training managed by IIT Bombay

To
All Principals/ Directors and HODs

Dear All,

Gujarat Technological University wants to encourage the use of open-source technologies in academic work as well as for office-work. This is in harmony with the Government of Gujarat's policy.GTU has been a pioneer in Gujarat for organizing Libre Office (Equivalent to MS Office) Training for GTU Administrative Staff with Course material provided by Spoken Tutorial Project-IIT Bombay.

GTU is now bringing the same opportunity to all colleges' administrative staff affiliated to GTU.

Now College Administrative Staff can learn Documentation Software through an Easy Way via Video Tutorials provided free of cost by Spoken Tutorial Project IIT Bombay. Spoken Tutorial Project is Govt. of India Project Funded by M.H.R.D. It comes under the National Mission on Education through ICT.

Benefits of Learning Libre Office through Spoken Tutorial Videos:

➢ The Spoken Tutorial project is the initiative of the 'Talk to a Teacher' activity of the National Mission on Education through Information and Communication Technology, launched by the Ministry of Human Resource Development, Government of India.
➢ It is a free and open source office suite, you can learn Word processing, Spreadsheet, Presentation etc.
➢ Videos are present in English and vernacular language like, Gujarati and Hindi.
➢ In Libre Office translation in vernacular Language can be done easily from English". Very Helpful feature for Administrative Staff.
➢ All the content and know-how we have got and will continue getting free of charge from IIT Bombay.

Action Plan:

1. A suitable date to pilot Office with any group of 15-20 people.

2. Pilot training will be of only One hour Format.

3. A schedule for expansion in to all Departments in your college.

4. Requesting colleges to get exposure to the LO training by March 2013.

Requirements for conducting a Workshops in the Colleges:

➢ The College should have a computer lab.
➢ The main organizer's computer needs a Webcam and Skype ID via which they can monitor the workshop.
➢ Every computer needs one headphone.
➢ The machines should have a VLC player and support sound.

For more details, please see the **Libre Office link:**
http://spoken-tutorial.org/new

Please contact the undersigned before 15th Feb 2013 to conduct a Libre office Training in your college:

Toral Vandara
Gujarat Technological University
Email: patovc@gtu.edu.in
Ph: 079 26300699/40200618

Note: Please mark a copy of your mail to Email: madhukriti@gmail.com
Ph: 07738378229.