



भारतीय प्रौद्योगिकी संस्थान मुंबई  
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IIT Bombay

Date: 25<sup>th</sup> February 2016

Dr. Brig S K Sharma,  
Vice Chancellor,  
The NorthCap University, Gurgaon,  
Haryana.

**Agreement between The NorthCap University, Gurgaon and  
Spoken Tutorial Project, IIT Bombay**

We are happy to announce, collaboration between The NorthCap University, Gurgaon and IIT Bombay Spoken Tutorial program. We are providing opportunity to conduct Software Training Program, Free of Cost to all departments of The NorthCap University, Gurgaon. The program will be handled by appointing a central coordinator and Nodal/Link Officers from Faculty in the University Campus. The Spoken Tutorial activity is funded by the National Mission on Education through ICT, MHRD, Government of India, and run out of IIT Bombay.

**The NorthCap University, Gurgaon will -**

- Appoint a Central coordinator who will interact with us in the start to send Notifications/ Circulars and for activities related to introduce Spoken Tutorial based Software Training in all the departments of The NorthCap University, Gurgaon.
- The NorthCap University, Gurgaon will organise an awareness cum Training event, where 1-2 faculty members, from each department will attend to learn how to introduce Software training in their respective department.
- Put up the signed agreement note on the The NorthCap University, Gurgaon website along with Spoken Tutorial site link and Haryana manager Ms. Chandrika Naik, [chandrika.iitb@gmail.com](mailto:chandrika.iitb@gmail.com)
- Issuing periodic Circulars/Notifications, at the start of each semester, to introduce and roll out the Spoken Tutorial based software training in their university. All the notification should go mentioning the relevant links and contact details.
- Include the relevant Software series Tutorials in the courses of the departments in the university wherever feasible.
- Put into place a monitoring system, like a track data sheet to keep a record of the Spoken Tutorial based software training that university have done.
- University department will include Spoken Tutorial in time table to execute the training program.

**As a Partner, the Spoken Tutorial Project, IIT Bombay will -**

- Work as a mentor for The NorthCap University, Gurgaon in incorporating Technology enabled learning into the university, specifically NMEICT programs like Spoken Tutorials.
- Spoken Tutorial team, IIT Bombay will support the Training in every department by providing detailed and continuous guidance at the smallest that is the departmental level to all.
- Provide the know-how and course content which includes online material, instruction sheets and other training documents to The NorthCap University, Gurgaon free of cost.
- Issue Certificates to all students who undergo the training and/or get hands on exposure to the Spoken Tutorial based Software courses – free of cost.
- Provide the promotional materials like posters, brochures, leaflets, banners etc., to the university free of cost.

**General**

- This agreement can be modified from time to time, if necessary, based on mutual agreement.

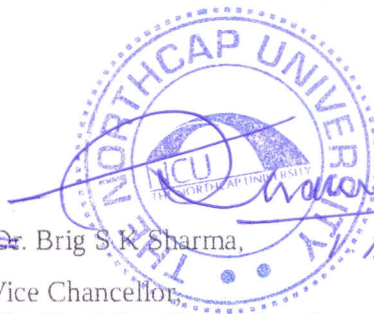


*Chandrika*

Ms. Chandrika Naik,  
Training Manager, (Haryana),  
Spoken Tutorial Project,  
IIT Bombay.

[www.spoken-tutorial.org](http://www.spoken-tutorial.org)

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*Prof*

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