

All Deans and HoDs of Tezpur University Schools/ Departments.

University recommends all the Departments to submit one year planning of Spoken Tutorial Software courses for the academic year 2016–2017. TU Partnership with Spoken Tutorial ([See Link](#))

About Spoken Tutorial

IIT Bombay, Spoken Tutorial (ST) program has partnered to work with Tezpur University (TU) towards empowering all students pursuing Higher Education - UG and above -, by providing a range of IT Skills training from General IT/ Computer Skills to Programming software to lucrative job oriented software training. *With Certificates completely FREE of COST !* The courses are useful for the students of Engineering/ Humanities and Social Science/ Management and Sciences/ Sciences etc. Some Depts have started, still all Depts must take the steps to introduce this program in July/Aug 2016 itself. So that no one left out. <http://spoken-tutorial.org>.

Next Steps To Be Done:

The Deans to Identify 1 Faculty Coordinator from each Dept. under the school to start the training in the Dept. Nominated Faculty Coordinator (FC) to complete the following activities before 13th August 2016.

- Fill the “Monitoring and Tracking form” . Click here for [“Monitoring and Tracking form”](#)
- Complete the Registration. Click here for: [Faculty Coordinator Registration](#)
- Download Course Material from our Website : [Course Download Link](#)
- FCs to upload the Master Batches. Click here for: [Master Batch Upload link](#)
- FC to fill the Semester Training Planner forms. Click here for [Semester Training Planner \(STP\) link](#)

IMPORTANT : It is necessary that all the Departments should introduce the training so that the students can benefit by getting jobs, learning advanced IT skills and improving exam performance. Departments performance will be monitored by Chief Coordinator thoroughly. Departments have been provided sufficient time to plan the activity.

Support from IIT Bombay team

1. Help to select courses and complete filling the planner.
2. Guidance from start and continuing for each and every college coordinator on Registration, getting the course materials, tests and certificates.

Contact for guidance - **Ms. Akanksha Saini ; akankshasaini2012@gmail.com ; 09757052310**

(Spoken Tutorial – IIT Bombay, Coordinator for Assam State)

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