

No. EDN-H(1)21/2002 (ICT/CP)-Vol-II  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla-171001, the June, 2011

To



The Principal,  
Govt. Sr. Sec. School.....,  
Distt....., Himachal Pradesh

Sub: **Implementation of ICT@ School Project.**

Memo;


As you all are aware of the fact that ICT@ School Project is being implemented in your school. The instructions regarding the hardware/equipment and implementation of the project have already been published on the departmental website i.e. [www.educationhp.org](http://www.educationhp.org). The prime objective of the project is to use multimedia educational content as teaching aid in smart class rooms for better teaching and learning. The schools should start using multimedia educational content in smart class rooms and ICT Lab. All the concerned teachers should be directed to use multimedia educational content during their periods/lectures as a teaching tool for the better understanding & learning of the hardspots. The cleanliness and opening of the ICT lab must be ensured on all working days. The broadband facility may be utilized to full extent to download teaching–learning material/ content from the internet and sending the information /data to Dy. Director Office/ Directorate. No broadband payment is to be made by the institution to BSNL. M/s HCL Infosystems Ltd. will make centralized payment to BSNL for broadband facility. If broadband payment has been made by any institution, the same may be intimated to this office along with the photocopy of payment receipt and bill. The “Acceptance Test Certificate” containing the complete equipment and installation details will be collected by the respective cluster coordinators/engineers of M/s HCL Infosystems Ltd. from each institution. The concerned Principal will make sure that the “Acceptance Test” be filled carefully and signed with date. The Monthly monitoring report (MMR) regarding the running of the project will also be collected by Cluster coordinators/engineers of M/s HCL Infosystems Ltd. at the end of every month. The Monthly monitoring report should reflect the status of usage of contents and the details regarding functioning/non- functioning of the each and every component hardware installed in smart class rooms

as well as in ICT lab in detail. On the basis of Acceptance Test certificate and monthly monitoring reports, the payments will be released to M/s HCL Infosystems Ltd. on centralized basis after deducting the penalty amount, if any. Moreover, in one smart class room where LCD TV has been mounted on the wall, a lockable fixed wooden cabinet/box may be framed near LCD TV for placing CPU inside the cabinet/box to ensure safety and security of the CPU in smart classroom. The necessary funds for this purpose may be met out the Building Fund of the school. The Computer table of this smart class room may be shifted to another smart class room for placing Integrated Computer projector on it. You are therefore directed to adhere to the instructions already published on the departmental website and also mentioned above. Any clarification regarding the running of the project may be sought from Nodal Officer (IT) of the concerned district or alternatively the same may be forwarded to dir.edu@rediffmail.com

  
Director of Higher Education  
Himachal Pradesh 

Copy to:

1. The Principal Secretary (Education) to the govt. of Himachal Pradesh, Shimla-2 for information please.
2. All Dy. Directors of Higher Education, Himachal Pradesh for making sure that the project may run smoothly in ICT Schools of the State.
3. The State Project Officer, M/s HCL Infosystems Ltd. for completing "Acceptance Test Certificates" well before 30<sup>th</sup> June, 2011 in all respect and submit the same to this office for evaluation.

  
Director of Higher Education  
Himachal Pradesh 