**ALL INDIA INSTITUTE OF SPEECH AND HEARING, MYSORE-06**

**DEPARTMENT OF MATERIAL DEVELOPMENT**

No. SH/DMD/AR/ 2012-13 08.04.2013

**Submitted to the Director**

Sub: Annual Report for the year 2012-13 - reg.

Ref: SH/LIC/AR/2012-13 dated 19.03.2013

With reference to the above, the draft material for the Annual Report 2012-13 of the department of Material Development is being submitted for your kind perusal and necessary action. The soft copy of the report is being sent to lio@aiishmysore.in.

(Dr. Asha Yathiraj)

 HOD-DMD

Enclosure:

1. Hard copy and
2. Soft copy : through email

**ANNUAL REPORT 2012-13**

The objective of the department of material development is to create material for the general public and for professionals regarding prevention, identification and management of various communication disorders. Information in the form of audio, video and print material are developed in different Indian languages for individuals with communication disorders. The material is developed in such a way that dissemination of information can done through various media such as word of mouth, orientations, street plays, print, video, radio and theater. Duplication of test and therapy material for individuals with communication disorders are also done at the department. While the former is done for speech and hearing professionals or allied professionals, the latter is done for professionals as well as those with communication problems.

1. ACADEMIC ACTIVITIES
2. Short-term Training Programs - NIL
3. Orientation Programs – NIL
4. Clinical Observation Posting of Students from Other Institutes – NIL
5. **Seminars/Conferences/Workshops**

|  |  |
| --- | --- |
| 1. **Theme/Topic**
 | Basics of photography |
| **Coordinators** | Prof. Asha YathirajMs. Kavitha N & Ms. Mukthi Subramania |
| **Objectives** | * Educate regarding basics of photography for clinical purpose,
* Educate regarding factors that affect photography (i.e framing, composition, light, shadow and focus).
 |
| **Target Audience** | Staff of the institute |
| **Number of Participants** | 05 |
| **Date** | 27th July 2012 |

|  |  |
| --- | --- |
| 1. **Theme/Topic**
 | Pamphlet designing |
| **Coordinators** | Prof. Asha YathirajMs. Kavitha N & Ms. Mukthi Subramania |
| **Objectives** | * Educate regarding basic layout of pamphlet with reference to print and graphic material.
* Educate regarding parameters for layout and design such as font size, colour, and depth.
 |
| **Target Audience** | Staff of the institute  |
| **Number of Participants** | 11 |
| **Date** | 13th September, 2012 |

|  |  |
| --- | --- |
| 1. **Theme/Topic**
 | Art of technical writing for public education |
| **Coordinators** | Prof. Asha YathirajMs. Kavitha N & Ms. Mukthi Subramania |
| **Resource person** | Mrs. Ruchita Shashikanth |
| **Objectives** | * Basic requirements for writing of brochures and pamphlets.
* Orientation regarding brochures and pamphlets for different target groups
 |
| **Target Audience** | Staff of the institute  |
| **Number of Participants** | 12 |
| **Date** | 22nd January, 2013 |

1. Guest Lectures - NIL
2. Additional Academic Services by the Faculty and Staff - NIL
3. RESEARCH ACTIVITIES

A – K: NIL

1. CLINICAL SERVICES

A – D: NIL

1. EXTENSION ACTICITIES

A – E: NIL

1. TECHNOLOGICAL CONSULTANCY SERVICES - NIL
2. CENTRAL FACILITIES
3. Library and Information Services - NIL
4. Public Information Activities - NIL
5. **Material Development**

**Materials prepared during the report year:**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Material** | **Total Number** |
| 1. | **Materials Prepared**1. **Designing**
2. Brochures & Pamphlets
3. Brochure editing
4. Book editing
5. Cover page
6. Invitation
7. Certificates
8. Modification of illustrations
9. Graphic pictures
10. Identity/ Enrollment card
11. Mural layout
12. Others
 | 1033150606151053530540 |
| 1. **Photo coverage**
2. No. of Photos taken & edited
3. Video coverage (in hours)
 | 14218.05 |
| **c) Printing**1. A3 size (for display)
2. A4 size (for display)
 | 9535826 |
| 1. **Others**
2. Scanning
3. Book numbering
4. File cabinet numbering
 | 187712 |

**Photography/Video work carried out**

1. AWARDS AND HONORS RECEIVED BY FACULTY AND STAFF - NIL
2. EXTRA CURRICULAR ACTIVITIES

A-C - NIL

1. MAJOR EVENTS OF THE YEAR - NIL
2. EMINENT VISITORS - NIL
3. ANY OTHER
* Long & short version of a documentary CD on AIISH, in three languages was released on August 9th, 2012.
* A recording booth for professional audio recording was installed on 06.08.2012.

**HOD – Material Development**