**अखिल भारतीय वाक - श्रवण संस्थान, मैसूरू - 6**

**ALL INDIA INSTITUTE OF SPEECH AND HEARING, MYSORE - 6**

**सामग्री विकास विभाग**

**DEPARTMENT OF MATERIAL DEVELOPMENT**

दिनांक/Date: 07.09.2018

निदेशक को प्रस्तुत/ Submitted to the Director

सामग्री विकास विभाग की  01.08.2018 –31.08.2018 अवधि का मासिक रिपोर्ट को आपके अवलोकन एवं आवश्यक कार्रवाई के लिए प्रस्तुत किया जा रहा है। रिपोर्ट को [director@aiishmysore.in](mailto:director@aiishmysore.in) एवं [monthlyreports@aiishmysore.in](mailto:monthlyreports@aiishmysore.in) पर भेजा गया है।

The monthly report of the Department of Material Development covering the period from 01.08.2018 to 31.08.2018 is hereby submitted for your kind perusal and needful. The report is being sent to [director@aiishmysore.in](mailto:director@aiishmysore.in) and [monthlyreports@aiishmysore.in](mailto:monthlyreports@aiishmysore.in).

विभागाध्यक्ष - सामग्री विकास

HOD - Material Development

**PHOTOGRAPHY**

**01.08.2018 - 31.08.2018**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **WO Received**  **Date** | **Name of the Dept./Sec/Units** | **Name of the Event** | **No. of photos** | **Date of Completion** |
|
| 1 | 3.8.2018 | Library and Information Center | Annual Report 2018 | 10 | 3.8.2018 |
| 2 | 7.8.2018 | Clinical Psychology | Peer evaluation of the Dept. of Special Education | 05 | 10.8.2018 |
| 3 | 8.8.2018 | Gymkhana | Annual Day | 300 | 13.8.2018 |
| 4 | 13.8.2018 | OLI | Hindi Workshop | 20 | 24.8.2018 |
| 5 | 14.8.2018 | PIO | Independence day | 50 | 17.8.2018 |
| 6 | 16.8.2018 | Clinical Psychology | National Workshop | - | Ongoing |
| **Total** | | | | **385** |  |

**VIDEO**

**01.08.2018 - 31.08.2018**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **WO Received Date** | **Name of the Dept./Sec/Units** | **Name of the Event** | **No. of Mints** | | **Date of Completion** |
|
| 1 | 3.8.2018 | Library and Information Center | Annual Report 2018 | 5min | | 3.8.2018 |
| **Total** | | | | | **5min** | |

**PRINTING**

**01.08.2018 - 31.08.2018**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **WO Received** | **Name of the Dept./Sec/Units** | **Details of the work** | **Paper** | **Paper size** | **Color/**  **Black & White** | **No. of pages** | **Date of**  **Completion** |
|
| 1 | 01.08.2018 | Academics | M.Sc. Audiology and Speech Language Pathology syllabus | O | A4 | B&W | 7225 | 16.08.2018 |
| 2 | 02.08.2018 | Dr. Brajesh Priyadarshi | Attendance register | O | A3 | B&W | 15 | 03.08.2018 |
| 3 | 07.08.2018 | Electronics | Annual day certificates | G | A4 | C | 50 | 07.08.2018 |
| 4 | 28.08.2018 | Clinical Psychology | Book mark on ‘Neurodevelopmental Disorders as per ICD-I’ | G | A4 | C | 26 | 30.08.2018 |
| **TOTAL** | | | | | | | **7316** |  |

**GRAPHIC DESIGNING**

**01.08.2018 - 31.08.2018**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **WO Received Date** | **Name of the Dept./Sec/Units** | **Details of the work** | **No. of Design** | **No. of pages** | **Drafts** | **Date of Completion** |
| 1 | 10.07.2018 | Clinical Psychology | SEGUIN form board test of intelligence an updated manual design | 1 | 52 | 1 | 01.08.2018 |
| 2 | 02.08.2018 | SLP | I Track Logo design | 1 | 1 | 4 | 03.08.2018 |
| 3 | 06.08.2018 | SLP | I-Track Brochure | 1 | 2 | 2 | 08.08.2018 |
| 4 | 07.08.2018 | Electronics | Hearing Aid Accessories Brochure in Malayalam | 1 | 2 | 2 | 08.08.2018 |
| 5 | 10.08.2018 | SLS | Visiting Card and Seal | 2 | 2 | 2 | 20.08.2018 |
| 6 | 10.08.2018 | Clinical Psychology | Bookmark | 2 | 2 | 2 | 28.08.2018 |
| 7 | 13.08.2018 | Special Education | Performance Report Designs | 1 | 2 | 1 | 28.08.2018 |
| 8 | 16.08.2018 | Clinical Psychology | National Seminar on  Psychosocial Perspectives of Children and Adolescents with Neurodevelopmental Disorders- Certificate and Banner | 2 | 7 | 2 | 22.08.2018 |
| 9 | 28.08.2018 | Electronics | International Workshop on Speech Processing for  Voice, Speech and Hearing Disorders CD- Certificate and Invitation | 3 | 7 | 2 | 31.08.2018 |
| 10 | 29.08.2018 | Electronics | International Workshop on Speech Processing for  Voice, Speech and Hearing Disorders -Name TAG | 1 | 22 | 2 | 31.08.2018 |
| **TOTAL** | | | | **15** | **99** | **20** |  |

**CONTENT DEVELOPMENT/ MODIFICATIONS AND TRANSLATION**

**01.08.2018 - 31.08.2018**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **WO Received**  **Date** | **Name of the Dept./Sec/Units** | **Details of the work** | **Drafts** | **No. of pages** | **Date of Completion** |
|
| 1 | 06.08.2018 | Material Development | Roopaka on Communication Disorders | 01 | 07 | 31.08.2018  Draft 1 has been completed |
| 2 | 20.08.2018 | Speech Language Pathology | Multiple sclerosis (English to Kannada) |  | 04 | 23.08.2018 |
| 3 | 28.08.2018 | Clinical Psychology | E-Banner on Psychosocial Perspectives of Children and Adolescents with Neurodevelopmental Disorders (English to Kannada) |  | 01 | 29.08.2018 |
| 4 | 28.08.2018 | Clinical Psychology | Press note Psychosocial Perspectives of Children and Adolescents with Neurodevelopmental Disorders (English to Kannada) |  | 01 | 29.08.2018 |
| **Total** | | | | | **13** |  |

**SUMMARY REPORT**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activity** | **No. of New WO Received** | **No. of New WO Completed** | **No. of Old WO Completed** | **No. of WO Ongoing** | **No. of pages / photos/in minutes/Design** |
|
| Printing | 4 | 4 | - | - | 7316 |
| Photography | 6 | 5 | 1 | - | 385 |
| Videography | 1 | 1 | - | - | 5min |
| Graphic Designing | 9 | 9 | 1 | - | 20(99 pages) |
| Content development/  modifications and translation | 4 | 4 | - | - | 13 |

अन्य कार्य/ **Other Works:**

* Picture book on Hearing loss developed by the Department of Material Development was released during annual day. The following were involved in the development of the book.

**Chief Editor:** Dr. S.R. Savithri, Director

**Editor:** Dr. Brajesh Priyadarshi, Reader in Linguistics

**Contribution:** Dr. Rajalakshmi, Prof. of Audiology

**Author:** Ms. Nithyashree R, Junior Technical Writer

**Illustrations:** Ms. Kavitha N, Artist-cum-Photographer

**Designing:** Mr. Manikantaswamy, Graphic Designer

* Ms. Nithyashree R., Junior Technical Writer attended 2nd one day Internal Hindi workshop organized by the Official Language Implementation Cell on 14th August 2018
* Ms. Kavitha N, Artist cum Photographer (Member of the Spot Quotation Committee) represented the Department for the spot quotation of Photo studio lights on 28th August 2018
* Mr. Shivaprasad M, Graphic Designer designed Annual Report 2017-18 (around 208 pages)

विभागाध्यक्ष - सामग्री विकास

HOD - Material Development