**ALL INDIA INSTITUTE OF SPEECH AND HEATING, MYSORE –6**

**PRODUCT DEVELOPMENT CELL**

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**Monthly Report, ……, 2017**

1. **Monthly Statistics**
2. **Draft Materials Received for Printing**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.N.** | **Title** | **Authors** | **Category** |
| 1 |  |  |  |
| 2 |  |  |  |

1. **Materials Sent for Printing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.N.** | **Title** | **Authors** | **Category** | **No. of copies** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

1. **Materials Received after Printing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.N.** | **Title** | **Authors** | **Category** | **No. of copies** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

1. **Materials Sold**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SL.**  **No.** | **Title** | **Category of the Material** | **No. of copies sold** | **Unit Price** | **Total amount** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

1. **Materials Sent to Other Departments/ Sections**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SL.**  **No.** | **Title** | **Category of the Material** | **No. of copies** | **Reference**  **(Letter No.)** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

1. **Any Other**

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Report prepared by: Checked and verified (Sd/-)

I/c Product Development Cell