**All India Institute of Speech and Hearing, Mysuru**

**E-learning Policy**

**Preamble**

The All India Institute of Speech and Hearing, Mysuru functioning as an autonomous organization under the Ministry of Health and Family Welfare, Govt. of India, mandated to provide education and training, conduct research, deliver clinical care, and carry out public education related to communication disorders.

This e-learning policy is drafted with the intent that it will strengthen and support the education and training activities at the Institute.

**Core Elements of the Policy**

1. Determine appropriate operational modes for e-learning between –mixed mode,  face-to-face instruction with need-based substitution of key elements such as online lectures, discussions, projects, collaborative work, etc. and supplementation of supportive elements such as online notes, email use, links to resources, etc.
2. Determine appropriate communication media incorporating computer-based tools, web-based technologies and multimedia-based techniques.
3. Set-up and stabilise basic infrastructure essential for robust e-learning practices such as Institutional Learning Management System, open-source video conferencing tool etc.
4. Upgrade staff and student capacities for effective use of ICT necessary for efficient e-learning on a regular basis.
5. Support research-based development of digital learning objects, virtual simulation tools, open education resources, etc.
6. Develop standard framework for qualitative online testing.
7. Provide effective e-learning platform ensuring:
* Standard quality in instructional process.
* Enhanced classroom learning with incorporation of e-learning/ICT.
* Cost-effective delivery of instruction services employing e-learning for increasing reach, reuse, etc.
* User-centred flexibility of learning.
1. Mainstream e-learning as part of regular instructional procedures/process at AIISH.
2. Set-up time-bound strategic framework for implementing e-learning practices at AIISH.
3. Formulate draft guidelines for implementing e-learning at AIISH in conformation to the ethical, legal and safety considerations in India.
4. Unify scattered efforts across the institution and make uniform individualised applications, avoiding wasteful duplication of efforts.
5. Regularise issues related to intellectual property rights.
6. Identify key staff/ teams for – framing policies, informing/ instructing users, monitoring practices, evaluating outcomes, etc.

**Promotional Elements of Policy**

1. Explore means for improving quality and increasing quantitative impact of e-learning such as mobile compatible e-content packaging and delivery systems.
2. Draft framework for assessing qualitative and quantitative assessment of e-learning endeavours.
3. Develop means for adapted, personalised/ learner-centred e-learning.
4. Promote dissemination of good practices through publications, organisation of programmes such as workshops, etc.
5. Stimulate innovation and successful experiments through initiation relevant research projects, especially focusing on novel tools/ technologies/ applications such as 3D-laboratories, artificial intelligence (AI), gamification, interactive experiments, microlearning, simulations like augmented reality (AR) and virtual reality (VR), etc.
6. Seek means for maximising staff and student use by improving practical knowledge and promoting experimental usage.
7. Encourage exploration and use outside bounds of classrooms/ institute.
8. Generate empirical evidence to showcase successful efforts and highlight interesting practices.
9. Develop framework for Big Data Reporting and Learning Analytics incorporating streamline measurement, collection, analysis and reporting of data about learners and instructional contexts.

**Policy Statement**

The Institute will provide the required infrastructure and technical support to facilitate e-learning including an e-learning portal supported by Institutional Learning Management System (ILMS). All the students enrolled for the diploma/ degree/ postgraduate programmes of the Institute are expected to have access to the Institutional Learning Management System and use learning resources and complete the activities to meet the learning outcomes. The faculty should have positive attitude to use technology in education and they should be equipped with the skills and knowledge in handling e-learning tools. The Institute will provide necessary training for the faculty in developing e-learning content and using ILMS.

**Governance and Management**

The e-learning portal and ILMS at AIISH shall be administered and managed by the Library and Information Centre. The Academic Coordinator shall monitor the course creation and user enrolment on ILMS under the guidance of the Director, AIISH.

**Faculty and Student Responsibilities**

The faculty members are responsible for creating course content , online instruction and evaluation and communication of results with the students. All the students must actively participate in online learning and complete the assignments and other activities as per the faculty instructions.