

# शिक्षकों हेतु राष्ट्रीय आईसीटी पुरस्कार National ICT Award for Teachers Guidelines and Entry Form 2018-19



भारत सरकार  
मानव संसाधन विकास मंत्रालय  
स्कूल शिक्षा और साक्षरता विभाग  
Department of School Education and Literacy  
Ministry of Human Resource Development  
Government of India

**National ICT Award for Teachers - 2018 and 2019**  
**for**

**“Using ICT for Innovations in Education”**

**1. Guidelines for States/UTs/Autonomous Bodies under MHRD**

**Eligibility**

School teachers of primary, upper primary, secondary and higher secondary schools working in any recognized school in the Indian Union under the following categories are eligible to apply:

- (i) Schools run by State Govt./UTs Administration, schools run by local bodies, private schools affiliated to state boards, aided by State Govt. and UT Administration.
- (ii) Central Govt. Schools i.e. Kendriya Vidyalayas (KVs), Jawahar Navodaya Vidyalayas (JNVs), Central Tibetan Schools Administration (CTSA), Sainik Schools and Schools run by Ministry of Defence (MoD), Schools run by Atomic Energy Education Society (AEES).
- (iii) Schools affiliated to Central Board of Secondary Education (CBSE) (other than those at (i) and (ii) above)
- (iv) Schools affiliated to Council for Indian Schools Certificate Examination (CISCE) (Other than those at (i), (ii) and (iii) above)

**Note: State Governments/ UTs administration may not nominate teachers from any of the other categories.**

**Allocation of Awards**

(i)	Three awards for each large State (Defined as States having teacher strength of 1 lakh or more)	14x3= 42
(ii)	Two awards for each small State (Defined as States whose teacher’s strength is less than 1 lakh)	14x2= 28
(iii)	One award for each UT	9x1= 9
(iv)	Two awards each for KVS & NVS	2x2= 4
(v)	Three awards for CBSE	3
(vi)	One award for CISCE	1
(vii)	One award for CTSA	1
(viii)	One award for Sainik School and Schools under MoD	1
(ix)	One award for schools under AEES	1

**Total** **90**

**Award**

Each awardee teacher will get an ICT Kit, a laptop and a commendation certificate. The awardees would be encouraged to function as mentors (resource persons) for their area to motivate and train other teachers. All the awardees will form a community of resource persons through networking. Selected initiatives would be shared as best practices across the country.

**Selection Procedure**

**(I). For States & UT schools**

Schools will send detailed entries in the prescribed format along with supporting documents to the Directorate of Education of the State/UT through the District Education Officer.

The Directorate of Education, with the help of a State-level Committee headed by Secretary

(Secondary Education)/ SPD - Samagra Shiksha will scrutinize all the entries and shortlist the candidates and forward the same to the Joint Director, Central Institute of Educational Technology (CIET), NCERT, New Delhi - 110016 for further action. The number of candidates to be nominated will be twice the number of awards allotted.

**(II). For others, i.e. Autonomous organizations/ institutions under Govt of India**

Schools will forward detailed entries in prescribed format along with supporting documents to the headquarters of the concerned organization i.e. KVS, NVS, CBSE, CISCE, CTSA, Sainik Schools under Ministry of Defence (MoD), AEES. A Committee under the Head of the organization of the autonomous body will scrutinize all the entries and shortlist the candidates and send the same to The Joint Director, CIET, NCERT New Delhi - 110016 for further action. The number of candidates to be nominated will be twice the number of awards allotted.

**(III).** At CIET the short listed candidates would be required to make presentations before a Committee. The composition of the Committee will be as follows:

- a) Director, NCERT - Chairman
- b) DDG, NIC - Member
- c) Representative from Secondary Education  
Bureau, Dept of SE&L, Ministry of HRD - Member
- d) Representative from Dept of IT - Member
- e) Joint Director, CIET - Member Secretary

**(IV).** The Committee would recommend the requisite number of awardees to the Ministry with justification. At the Ministry level the proposal would be scrutinized before the approval of the Minister.

**(V). Important dates related to the ICT Award process**

S. No.	Item	Date
1.	Advertisement for nomination including announcement on website of Ministry and NCERT website.	31st December
2.	Last date for submission of detailed entries by schools to State Directorate of Education/Organization/Autonomous bodies under MHRD (CBSE, CISCE, KVS, NVS, CTSA, AEES, Sainik Schools under Ministry of Defence)	31st July
3.	Scrutiny and forwarding of short listed candidates by State Govt./UT/Organizations with Minutes to The Joint Director, CIET-NCERT, New Delhi- 110016	31st August
4.	Scrutiny of short listed candidates by CIET-NCERT and forwarding Final list for consideration to Ministry of HRD, Govt. of India.	30th September
5.	National ICT Award for School Teachers- Award Function	30th November

## **2. Guidelines for submission of nomination/ entry for the National ICT Award for Teachers - 2018 and 2019**

- A teacher Portfolio should be submitted along with the Entry Form.
- The portfolio should include evidence of the teacher's awareness and use of ICT in his/ her own professional development, in improving his/ her teaching- learning, and in enhancing overall quality of education in schools and community.
- The portfolio should document sustained systematic work using ICT over the years related creation, duration, sharing, dissemination/use of digital contents for students, teaching - learning and assessment.
- The portfolio should include relevant supporting documents, tools, reports of activities, field visits, photographs, audios or videos.
- E-contents listed in the portfolio (Audios, Videos, Multimedia, Charts, Maps, Models lesson plans and images) should be uploaded/ shared online. e-Contents developed by teachers needs to be uploaded on DIKSHA, NROER, etc.

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## *Entry Form*

**Section A:**

<b>S. No.</b>	<b>ICT Environment in the School</b>
<b>1.</b>	Name of the School:  UDISE Code:
<b>2.</b>	Postal Address of the School:  Phone Number (with STD Code):  Fax:                                      Email address:                                      Mobile No:
<b>3.</b>	<b>Category of Award applied for (pl. put tick mark on appropriate category):</b> (i) Schools from States (Government and Government aided Schools) <input type="checkbox"/> (ii) Schools from UTs (Government and Government aided Schools) <input type="checkbox"/> (iii) Schools run by Kendriya Vidyalaya Sangathan (KVS) <input type="checkbox"/> (iv) Schools run by Navodaya Vidyalaya Samiti (NVS) <input type="checkbox"/> (v) Schools affiliated to CBSE <input type="checkbox"/> (vi) Schools affiliated to CISCE <input type="checkbox"/> (vii) Schools under Central Tibetan Schools Administration (CTSA) <input type="checkbox"/> (viii) Schools under Ministry of Defence (MOD) i.e. Sainik Schools etc. <input type="checkbox"/> (ix) Schools under Atomic Energy Education Society (AEES) <input type="checkbox"/>
<b>4.</b>	Name of the State/UT/Autonomous body under MHRD, Govt. of India:
<b>5.</b>	Category of the school (please put a tick mark): a) Primary <input type="checkbox"/> b) Upper Primary <input type="checkbox"/> c) Secondary <input type="checkbox"/> d) Higher Secondary <input type="checkbox"/>
<b>6.</b>	Describe the ICT environment in your school (attach separate sheet/ pages if required):  Hardware (list all equipment and their quantity):  Software (list all software applications):  Located in (tick all applicable):  Office Room <input type="checkbox"/> Laboratory <input type="checkbox"/> Staff Room <input type="checkbox"/> Classrooms <input type="checkbox"/>  Internet (Type, Availability and Location):

<b>7.</b>	Describe your personal use of ICT:  Using ICT from (year)_____ (Number of years)_____  Frequency of use:  Always <input type="checkbox"/> Once Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Sometimes <input type="checkbox"/> Never <input type="checkbox"/>  Hardware (list all equipment you use normally):  Software (list all software you use normally):
<b>8.</b>	What do you use ICT for?
<b>9.</b>	Describe an ICT activity you have done, which showcases your best use of ICT for Education (attach supporting evidence, if any):

***Information about the Teacher and the Innovation in ICT Integration***

**Section B:**

<b>S. No.</b>	<b>General Information and Profile of the Teacher (Please provide all the information):</b>	
<b>1.</b>	Name of the Teacher (in capital letters):	
<b>2.</b>	Email Address of the teacher: Mobile No:	
<b>3.</b>	Residential Address and Phone no.:	
<b>4.</b>	Date of Birth:	
<b>5.</b>	Gender	
<b>6.</b>	Educational and Professional Qualifications:	
<b>7.</b>	Teaching Experience (in years):	
<b>8.</b>	Subjects and Class Taught:	
<b>9.</b>	Have you participated in any contest for integration of ICT in innovative teaching (in or outside classroom)? If yes, please give details.	
<b>10.</b>	Have you won any award in the above-mentioned contest? If yes, please give details of the same.	

11.	What has been the overall impact of your use of ICT in Teaching – Learning Process?	
12.	What has been your contribution to the school with respect to ICT integration?	
13.	What are your future plans about ICT integration and enhancing quality of education?	

### Section C:

S. No.	About the Teacher's efforts towards Integration of ICTs in Education. Please provide supporting documents, wherever necessary:	
1.	Describe (in about 500 words) your strategy implemented for use of ICT in teaching-learning. The write up should highlight the educational issues, integration of ICT tools, e-resources and students involvement in ICT integration.	
2.	How has ICT helped you in your own professional growth? Describe how it has helped you improve as a teacher.	
3.	Analyze your usage of any one (or a set of) ICT tools, software or e-resources, showing clearly how it helps you address educational issues.	
4.	Please give details of activities/ innovations implemented by you in the last two academic years 2017-18 and 2018-19, where you have successfully integrated ICT in teaching-learning. Attach supporting documents/ evidence.	
S. No.	Class	Topic/ Title of Activity
I.		
II.		
III.		
A.	How have you helped students to use ICTs for self-learning, investigation and experiments?	
B.	How have you engaged your students in cooperative/ collaborative learning using ICT?	

C.	How have you been using ICTs to support the development of higher order thinking skills among students? Attach copies of student assignment/ work showing ICT use.	
D.	What are the various assessment strategies adopted by you in the regular class room teaching which indicate the impact of ICT use? Attach samples of your work related to ICT integration	

**Check List of documents to be attached:**

**A. Teacher Portfolio**

**B. Entry Form**

**C. Supporting documents/ evidence [attach following supporting documents (soft copy and hard copy)]**

- Supporting documents related to implementation of the ICT enabled teaching learning with students. (e.g. photographs, field visit report, posters, banners, URL of website, group, blogs etc.)
- Students assignments related to ICT integration work (at least two samples)
- Assessment tools used

**Signature of the Teacher**

**Signature of the Principal  
of the School (with seal)**

**Name (in capital letters)**

**Place:**

**Date:**

**Name (in capital letters)**

**Place:**

**Date:**

**(To be counter signed by the Principal of the School with Seal)**

**Note:**

- **Nominations/ Entry of teachers should be sent to their parent organization through proper channel.**
- **Nomination/ Entry should not be sent directly to CIET-NCERT**
- **Nomination/ Entry for the year 2018 and 2019 shall be obtained online through [diksha.gov.in](http://diksha.gov.in) portal.**





विद्यया ऽ मृतमश्नुते



एन सी ई आर टी  
NCERT

The Joint Director  
Central Institute of Educational Technology  
National Council of Educational Research and Training  
Sri Aurobindo Marg, New Delhi - 110016

Tel.:- 91-11-26962580 | Fax :- 91-11-26864141  
Email :- [jdciet.ncert@nic.in](mailto:jdciet.ncert@nic.in)