

**I. Name of the Scheme: - Interest Free Loan Scheme to Teachers for the purchase of Laptops**

1. ***Objective of the Scheme*** – In the age of Information Technology, not only the students but also the teachers need to be conversant with the knowledge of computers. In order to get full exposure to changing technology the teacher also need to handle computers on a daily basis. Apart from this, teachers need to give more visual effects and ideas to the modern teaching–learning process and this is possible only with Multi-media presentation, Graphics etc. which need to be done on a daily basis for enhancing the quality of teaching process in the Schools in the state of Goa.
2. ***Eligibility Criteria*** – All regular / permanent and full time teacher teaching in secondary / Higher Secondary schools, Government as well as Government Aided covered under the Administrative control of Directorate of Education in the state of Goa are eligible to apply under the scheme.
3. ***Pattern of Assistance & Type of Assistance*** – Interest Free Loan to the extent of maximum Rs. 40,000/- is granted for the purchase of Laptop, in the form of Cheque issued through M/s. Goa Education Development Corporation (GEDC), Government of Goa.
4. ***Procedure & formalities required to derive the benefits*** – The teacher (applicant) desiring to avail the benefit of the scheme fills in the application form in the prescribed format, along-with the quotation of the Laptop from a registered dealer of the choice of the teacher which includes pre-receipt, details / specifications, cost etc. of the Laptop; through the institution where he / she is working. The same is recommended by respective Head of the Institution and forwarded to the Directorate of Education, which in turn is processed and forwarded to M/s. Goa Education Development Corporation for the release of Cheque. The Crossed Cheque amounting to the price of the Laptop is drawn in the favour of the dealer. In any case, the maximum amount sanctioned shall not exceed Rs.40,000/-

The teachers are free to buy any Laptop of reputed brands / make which is available in the market as per their choice and configuration from any registered / authorized dealer of the branded manufacturer.

5. ***Time limit of disposal of application at various levels*** – The Directorate of Education takes utmost care to process the application forwarded by the applicant teacher within a period of 25 days. However, the same is then processed and verified by M/s. GEDC for the release of payment / Cheque depending on the availability of funds.
6. ***In case of beneficiary oriented scheme a check list should be included*** –  
Duly filled-in form in the prescribed format.  
A Pre-receipt from the registered dealer.  
Details / configuration of the Laptop in the form of quotation showing the price.

**This scheme is closed from December 2012.**

## II. Name of the Scheme: - Laptop-e Scheme

1. **Objective of the Scheme** – The objective of the Laptop-e Scheme is to equip students with individual portable computer systems (Laptops) with requisite features and software as tools to -  
Enhance not only learning and knowledge acquisition through the Internet, but other portable media such as CD-ROMs and DVDs etc.  
Exploit fully the teaching infrastructure in schools. (existing or proposed to be deployed)  
Empower students to acquire desired skill-sets for employment / self-employment.
2. **Eligibility Criteria** – All the XI std. students of recognized Higher Secondary Schools irrespective of the concessions in their academics are eligible for the benefit of the Laptop-e Scheme 2011-12.
3. **Pattern of Assistance & Type of Assistance** – The students who apply for the benefit of the scheme will be provided with one (01) entry level portable computer system, popularly known as “Notebook” or “Laptop” computer system equipped with at least mid-level Processors, DVD-ROM Drive, Wi-Fi connectivity, multi-media speakers and 14-inch (or more) screen-size along-with requisite Preloaded Open Standards Supported Operating System backed by premium / comprehensive technical support for at least three (03) years from reputed software companies such as Windows OS.
4. **Procedure & formalities required to derive the benefits** –To avail the benefit of the scheme, the students shall submit the application in prescribed format along with ‘Concurrence’ and ‘Affidavit’ of the parent / guardian on a twenty rupees judicial stamp paper complete in all respect and self attested S.S.C.E. mark sheet to the concerned higher secondary school. The application form should be duly approved by the Head of the Institutions recommending the supply of portable computer system to the students. The eligible student should also submit a non-refundable Registration fee as decided by the Government as deposit. The fee once deposited is not refunded in any case by the Government.  
  
Students / Parents / Guardian shall give a valid receipt of the portable computer system received, to the Education Department, after obtaining the portable computer system through the respective Head of the Institute wherein their child /ward is studying.
5. **Time limit of disposal of application at various levels** – Depending on the availability of funds and after following all codal formalities, the students derive the benefit of the scheme immediately after the approval of the Government. Once the tenders are decided and supply orders issued to the various suppliers they are directed to supply the laptops immediately to the students in various higher secondaries.
6. **In case of beneficiary oriented scheme a check list should be included** –  
Duly filled-in Application form in the prescribed format forwarded by the Institution.  
Deposit a non-refundable Registration fee as decided by the Government.

### **III. NAME OF THE SCHEME: SCHOOL COMPLEX AND SUPER SCHOOL COMPLEX SCHEME**

#### **1. Objective of the Scheme:**

To break isolation of schools and establish close linkages, horizontal as well as vertical, within the education system and outside, with other development agencies.

i) To decentralize the process of planning, administration, implementation and monitoring of educational programmes.

ii) To promote mutual reinforcement of institutions within the school complex by facilitating exchange and sharing of resources, human as well as material.

iii) To help schools to function in small, face to face co-operative groups.

iv) To introduce the closer supervision and guideline system for raising quality of instruction at all stages.

v) To encourage professionalism and missionary zeal among teaching fraternity and attempt a collective, concerted effort for raising the standard, quantitative as well as qualitative – of school education, with the due freedom for schools and teachers for innovative effort/experimentation, within the board framework.

vi) To identify, utilize to the optimum level and project individuals and institutions with their novel experiments and success stories in the field of Educations and pull their efforts towards collective benefit of all.

#### **2. Eligibility Criteria:**

##### **I- SCHOOL COMPLEXES**

a – A school complex shall generally consist of 3 to 10 primary school/primary sections of Secondary school, in the vicinity.

b – All the Middle schools in the area shall be included in the school complex.

c – Each school complex shall be headed normally by the head of Secondary School in the area.

d - Where there is no Secondary School in the area it shall be headed by the head of a middle school in the area.

e – Such School Complexes Secondary / Middle School heading the school complex shall be the “ Lead School” of the School Complex.

f – Proximity shall be the first criteria for inclusion of primary/Middle/Secondary School in a particular school complex.

g - All teachers and headmasters of the primary, middle and Secondary schools in the school complex shall be the members of the school complex concerned.

## **II-SUPER SCHOOL COMPLEXS**

- a- A Super Complex shall generally consist of 3 to 10 secondary Schools, in the vicinity.
- b- Each Super School Complex shall be headed by the principal of Higher Secondary School in the area.
- c- Middle School which acts as lead schools for school complexes shall also be included in the super school complex.
- d- The Higher Secondary leading the super school complex shall be the “lead school” of the super school complex.
- e- All the teachers, Headmasters and Principals of the Middle (Lead school), Secondary Schools in a super complex shall be the members of the super school complex.

### **3. Current Pattern of Assistance:**

1a	- School Complex with 2 member schools	Rs. 2700=00
1b	- School Complex with 3 member schools	Rs. 4050=00
1c	- School Complex with 4 member schools	Rs. 5400=00
1d	- School Complex with 5 member schools	Rs. 6750=00
1e	- School Complex with 6& above member schools	Rs. 8000=00
2	- Super School Complexes	Rs.10000=00
3	- TLSCC	Rs.20000=00
4	- ZLSCC	Rs.30000=00

**Type of Assistance:-** Cheque distribution.

### **4. Procedure & formalities required to derive the benefits**

#### **Admissibility for expenditure**

a) 60% of the total amount of grant shall be utilized for following purpose:

Seminars, workshops, short-term courses for the teachers, guidance classes for the students, preparation of teaching aids, exhibitions, refreshments and transport expenditure for meetings, visits, common examinations, tests.

b) 40 % of the total amount of grant shall be utilized for the following purpose.

Prize distribution function / competitions, wall papers, manuscript magazines, sports excursion, community development programme, transport and refreshment expenditure for students and teachers.

c) Any single activity to be organized at School Complex level should not exceed 20% of the total grants.

d) Deviation up to 10% shall be permitted as and when necessary.

e) Allotted funds should be utilized properly and within one year from the receipt of grants. The statement of expenditure should be sent to TLSCC, while utilization certificate should be submitted to the Directorate of School Education. The amount of grant unspent during the year should not be carried forward but be surrendered to the same budget head.

5. **Time limit of disposal of application at various levels:**

*Academic year*

6. **Incase of beneficiary oriented scheme a check list should be included:**

MINIMUM PROGRAMME FOR MEMBER SCHOOL UNIT

1. - SUBJECT ACTIVITIES: Subject activities aimed at creating interest about the subject, in the minds of students, killing monotony, with teaching learning method supplemented with activities, outdoor field trips, use of teaching aids, organizing quiz, etc.
2. - MINIMUM LEVEL ATTAINMENT TERM: Minimum level attainment test at Primary and Middle level in selected areas of Study (e.g. English, other languages, Arithmetic etc. at Primary level)
  - Set specific target, by involving the teachers themselves, for a period of one year.
  - Evolve objective Evaluation mode.
  - Evaluation to be done preferably in January or February, through “Associate” team members with the help of respective school teachers, if possible.
3. - EXPOSURE OF SCHOOL EQUIPMENT: Exposure/Exhibition of Library and teaching aids for students and teachers, at least once a year.
4. - VACHAN SADHANA: With a view to create library- reading awareness amongst students and teachers and step up library reading in planned manner.
5. - HEALTH EDUCATION: Planning of Anti-tobacco, anti-Gutkha campaign, Health care and Hygiene, First aid information etc.
6. - ENVIRONMENTAL EDUCATION: Activity related to creation and preservation of Environment, anti-plastic campaign, cleanliness campaign etc.

7. - STUDENT'S ORIENTATION: Development of talent and qualities of heart.
  - Organizing short duration orientation camps for personality development and leadership development.
- 8 - AN INNOVATIVE/ NOVELTY FUNCTION:-
  - At least one during the year on any convenient day.
  - To be organized in a novel unusual manner, killing the monotony usually associated with such functions.
9. - TALENT SEARCH CAMPAIGN AND CORRESPONDING COMPETITIONS: -
  - (Individual / Group)
  - Variety of competitions to be organized should be based on actual needs of the schools depending on students talents and capacities detected in massive one-or-two days campaign in the beginning of the year.
10. - EFFECTIVE PARENT- TEACHER ASSOCIATION: -
  - Regular meetings with 'Parent Education' topics.
  - Need-Based activities initiated by P.T.A.
  - Involving parents in development activities.
11. - Interaction with community:-
  - Feasible small activities to make students to interact with community and vice versa be planned on selected occasions, to break isolation of school from the community.

#### **IV. Name of the scheme:- Counselling**

##### **1) Objectives of the scheme:**

The objective of the scheme is to spot the students undergoing mental, physical related stress and provide solace, safe vent to release their stress, anguish, grievances, guilt or feeling of unrest / complain of neglect, confidential space through specialized counselors in a supportive and purposeful manner and assist the distressed student to think more clearly and positively and develop the skills to find their way forward.

##### **2) Eligibility Criteria:**

###### **A) For counselors**

The counselors shall possess the following qualifications..

1. Graduate in Humanities with Sociology / Psychology.
2. Diploma in Counseling
3. At least three (03) years experience of working with children and adolescence; in handling emotional & behavioral problem.

###### **B) For Non – Government Organizations (N.G.O's)**

1. The members of the N.G.O.'s desirous of taking up counseling should possess requisite counseling experience as prescribed by the Department
2. The N.G.O. should possess minimum 5 years experience in the field of counseling, supported by proper Annual Report; their Memorandum of Association and Audited statement.
3. Should be ready to take up the assignment in any part of the state of Goa.
4. Should be registered with the appropriate authority for the last 5 years.

##### **3) Pattern of Assistance & Type of Assistance:-**

The Department shall empanel Non Government Organizations (N.G.O's) working in the field who shall take up the responsibility of counseling the students in the schools, through counselors employed by them.

There are 76 Super School Complexes in the state under which secondary schools and primary schools are included for academic excellence. A counselor shall render counseling services to a school complex six (06) days of the week. The chairman of each Super School Complex shall monitor and supervise the work of the counselor in the Super School Complex and submit the monthly report along with attendance.

Counselors shall provide the students a safe place, separate from their daily life, where they can explore issues or feelings which are causing them difficulty.

The counselor will aim to relate to them in a supportive and purposeful manner and assist them.

Counseling shall offer a conducive atmosphere to the student to talk to the counselor about their concerns. Counseling shall also offer them understanding, a feeling of being listened to, valued and accepted in a non-judgmental way without any pressure on the students with an aim to help them find their own answers for any student experiencing emotional or psychological difficulties relating to academic or social problems.

All counseling shall be kept confidential except when someone is in serious danger. In these rare cases the issue of any potential break in confidentiality shall be discuss with the parents of the concerned student.

**4. Procedure & formalities required to derive the benefits:-**

N.A.

**5. Time limit of disposal of application at various levels:-**

N.A.

**6. Incase of beneficiary oriented scheme a check list should be included:**

N.A.



**V. Name of the Scheme: - Scheme to provide Notebooks / Tablets**

*\*(As proposed by Hon'ble C.M. in his Budget Speech)*

1. ***Objective of the Scheme*** – For improving quality education to the younger citizens and to adopt a holistic approach in providing primary, secondary and higher education. The scheme is also aimed at harnessing the potential of IT development for effective class room learning and to make it more interactive and graphical. The scheme aims at targeting the young students at an early stage of their education so as to become technologically advanced with the latest gadgets.
2. ***Eligibility Criteria*** - All students in class V and VI will be provided with notebooks / tablets. By next Academic year 2013-14, all students upto Std. IX, will be covered under this new scheme.
3. ***Pattern of Assistance & Type of Assistance*** – Notebooks / Tables as decided by the Government of Goa, Directorate of Education.
4. ***Procedure & formalities required to derive the benefits*** – The scheme is in the implementation phase and the same is yet to be decided by the Government.
5. ***Time limit of disposal of application at various levels*** – Depending on the availability of funds and after following all codal formalities, the students will derive the benefit of the scheme immediately after the approval of the Government. Once the tenders are decided and supply orders issued to the various suppliers, they will be directed to supply the notebooks / tablets immediately to the students in various schools across the state.
6. ***In case of beneficiary oriented scheme a check list should be included*** –
  - a. Duly filled-in Application forms by the students of std. V & VI in the prescribed format forwarded by the Institution(s).
  - b. Deposit of a non-refundable Registration fee (if any) as decided by the Government, Directorate of Education.

VI. *Name of the Scheme: Smart Class.*

With the explosion and penetration of Information Technology in every field of development and progress, the knowledge of computers has become an inevitable part of education. Audio Visual method of teaching & learning using computers is more effective, as the retention power of the students is effective cause they see, hear and understand better. The Directorate of Education, Government of Goa, will introduce Computer Aided Education in all the schools, across the state shortly. It is proposed to establish a full-fledged computer aided learning classroom, called "SMART CLASS" in each of the Government High schools and also make available LCD Projectors in the schools along with multimedia educational CD's to the students for studying independently. It is proposed to implement the scheme in all Government High schools on a pilot basis.

***VII. Name of the scheme: e-Content' Scheme***

Hon'ble Chief Minister in his Budget Speech 2012-13 has proposed to make teaching and learning process - a joyful experience for the students. The focus is on “*eContent*”, using experienced / retired teachers to prepare good educational content and deploy the same on State-owned Data Centre(s) using the Goa Broadband project and then utilize the content on laptops / notebooks or tablets. This will help establish an interactive classroom for facilitating teaching learning process and training the teachers to teach in a digital environment. A proposal is put up to start the scheme initially for 100 High Schools and 25 Higher Secondary Schools in the State.