

## **Scope of Work**

### **Modifications of Supplementary Audio Visual Material Teaching Learning Materials class one and class two, English**

Shishuder Jonno program has developed supplementary classroom teaching and learning materials based on the National Curriculum and Textbook board (NCTB). The program developed class four and class five content and implemented in selected government primary schools in Meherpur. The program has also developed the contents of class one and class two. The content development process has been done under the program plan and while developing, Save the Children and ICT Division of Ministry of Posts, Telecommunications and IT made an agreement to develop content of English under the project 'Developing Interactive Multimedia Digital Version of Primary Education Contents' for the period of August 2014 to February 2016 implementing by "ICTD" as ICT initiatives for development ("ICT4D"). A committee has been formed consisting of teachers, NCTB experts, PTI and NAPE Instructors, The committee has recommended to make some changes in the content. The comments are attached with this SoW. Save the Children developed the content as a supplementary teaching learning material, however, the committee recommended to make the contents more aligned with the textbook. The edited contents as of the feedback will be sent to ICT Division and they will send to NCTB for final approval. The approved content will be then used nation wise as the supplementary teaching learning aid along with the textbook in the government provided multimedia classroom.

The contents need to be edited by May 15 2015 and send to ICT division for final approval. Therefore the Shishuder Jonno Program would like to assign a software company for edited the software as of the program need.

#### **Specific tasks for this assignment are:**

1. Edit animated software as of the feedback and comments given by National Curriculum and Textbook Board (NCTB) which will be provided by the SJ program
2. Have review meetings with the development team on a regular basis for sharing updates and receiving feedback

#### **Feedback incorporation**

- The developers shall be given software raw files and feedback scripts by Save the Children. The software company will edit based on the scripts which will then be shown to SC and approved for animation.

#### **Voice:**

- As of the edited section, the vocals need to be changed. The vocals for the program will be chosen by the developers but will need to pass approval by SC before recording.



**Liaison:**

- One person appointed from the company will act as the liaison between Save the Children and Documenta. This person shall be in charge of communicating plans and ideas between the two parties.

**Copyrights:**

- The copyrights to the entire program will belong to SC. The logo of SC shall accompany each slide of the program.
- If the Ministry feels the materials developed are useful, they can use it in schools.
- All the raw files of the software must be given to SC upon completion of project and no element of this work should appear in any other work. If similarities are found in any two given works, then it shall be considered an infringement of copyright.

**Total Value of the Assignment:**

For this assignment (both class one and class two English) with voice recording the hired software company will be paid 140000 (one lac forty thousand). Vat will be deducted from this amount as of the government policy.

**Deliverables and time frame:**

The software developers will submit class one and class two English audio visual contents following the feedback and comments of SJ team including the raw files (Fla files). The final payment of the program shall be delivered by May 10, 2015.

**Consultancy Fees & Charges:**

The consultation fees will be given after the final submission of edited contents of both class one and class two English after the final approval of SJ program.

**Field Travel:**

During the course of the ICT in primary education pilot project, the developer may need to travel to the field. For that purpose Save the Children will bear logistics and travel expenditure. The developer will not receive any per-diem as per SC BdCO policy.

