

**POST GRADUATE
CERTIFICATE IN
INFORMATION AND
ASSISTIVE TECHNOLOGIES
FOR THE INSTRUCTORS OF
VISUALLY IMPAIRED
(PGCIATIVI)**



**School of Education
Indira Gandhi National Open
University
Maidan Garhi, New Delhi-110068**

About the University

The Indira Gandhi National Open University, one of the largest open universities in the world, was established by an Act of Parliament in 1985, to advance and disseminate learning and knowledge by a diversity of means, including the use of information and communication technology, to provide opportunities for higher education to a large segment of the population. The University offers academic, professional, vocational, awareness generating and skill-oriented programmes at the level of Certificate, Diploma, Bachelor's Degree, Master's Degree, and Doctoral Degree through its 21 Schools of Studies and a countrywide network of Regional Centres and Learner Support Centres. These Programmes are offered through multiple instructional packages with the convergence of different methodologies and technologies. The University is making all efforts to take higher education to the doorsteps of the hitherto unreached. Based on its contribution in Distance Education, it was conferred with Award of Excellence by the Commonwealth of Learning (COL), Canada, in 1993.

The recent initiatives of the university to provide technology-enabled education within the framework of blended learning includes SWAYAM based Massive Open Online Courses (MOOCs), 24x7 SWAYAMPBHA channels, e-Gyankosh and IGNOU e-Content App for digital study material.

School of Education

The School of Education is one of the first Schools to be established in IGNOU in the year 1987. The functions of the SOE, within the broad framework of the objectives of IGNOU, are to carry out academic activities addressing education as a field of knowledge and as an area of practice. Four disciplines/ areas namely, Education, Distance Education, Educational

Technologies and Adult Education have been assigned to the School. The School has been undertaking three types of activities – development of academic programmes, research, documentation, and extension activities.

Postgraduate Certificate in Information and Assistive Technologies for the Instructors of Visually Impaired (PGCIATIVI)

It provides opportunity for educating and training the instructors of the visually impaired. The programme equips the learners in the use of modern and updated information and assistive technologies. Provides experience in acquiring skills and competencies. Certification will help in getting gainful employment in this emerging and challenging area.

Programme Objectives:

- To sensitize the learners in understanding people with visual impairment.
- To orient the learners about assistive and informative technologies in general and for people with visual impairment in particular;
- To equip the learners in the use of assistive and informative technologies in teaching people with visual impairment;
- To provide learners hands on experience in acquiring skills and competencies in facilitating learning in people with visual impairment.

Eligibility:

- i) bachelor's degree in computer science from a recognized university (BCA/BSc-Computer Science)
OR
- ii) bachelor's degree in any discipline from a recognized university with diploma/certificate in Computer Science
OR
- iii) bachelor's degree in any discipline from a recognized university subject to the condition that PGCIATIVI will only be

awarded after successfully completing the CIT programme from IGNOU.

Medium of Instruction: English

Duration: Minimum six months and Maximum 2 Years

Fee Structure: Rs 6000/- plus Registration Fee of Rs.300/-.

Programme Structure

Course Code	Course Title	Nature Of course	Credits
MVEI 11	Understanding the Learner		4
MVEI 12	Assistive and Adaptive Technologies		4
MVEI 13	Software's for Visually Impaired		4
MVEI 14	Communication Skills		4
Total 16			

Practical: This programme has practical components

Details of the Courses

MVEI-11-Understanding the Learner

Block 1 Understanding Disability

- Unit 1 Definitions, Meaning and Concept
- Unit 2 Understanding the Visual Impairment
- Unit 3 Implications of Visual Impairment

Block 2 Disability and Law

- Unit 4 Persons with Disabilities and the Constitution
- Unit 5 International Framework for Disability

Block 3 Teaching and Evaluation Methodology

- Unit 6 Introduction to Teaching Methodology
- Unit 7 Evaluation Methodologies

Block 4 Plus Curriculum for Visually Impaired

- Unit 8 Braille
- Unit 9 Orientation and Mobility
- Unit 10. Sensory Training
- Unit 11. Daily Living Skills

MVEI-12- Assistive and Adaptive Technologies

Block 1 Overview of Assistive and Adaptive Technologies

- Unit 1. Assistive and Adaptive Technologies
- Unit 2. Adaptive Technologies
- Unit 3. Assistive Technologies
- Unit 4. Emerging Trends

Block 2 Accessibility

- Unit 5. Introduction to Accessibility
- Unit 6. Web Accessibility
- Unit 7. Other Accessible Technologies

MVEI-13- Software's for Visually Impaired

Block 1 Screen Reading Software

- Unit 1. Working with screen reader
- Unit 2. Introduction to screen reading software
- Unit 3. Word processing with using screen readers
- Unit 4. Spreadsheets with screen readers
- Unit 5. Using Database with Screen Readers

Block 2 Screen Magnification Technology

- Unit 6. Introduction to screen Magnification Technologies
- Unit 7. Customizing Screen Magnification Technologies

Block 3. Optical Character Recognition

- Unit 8. Introduction to Optical Character Recognition
- Unit 9. Working with Optical Character Recognition

Block 4 Refreshable Braille Display and Embossing

- Unit 10. Introduction to Refreshable Braille and Tactile Reader
- Unit 11. Braille Embossing

MVEI-14 – Communication Skills

Block 1. English in daily life

- Unit 1. Introduction to Communication
- Unit 2. Greetings and Introductions
- Unit 3. Skills required at the job: Telephoning
- Unit 4. Importance of Small Talk in Business
- Unit 5. Email and SMS

Block 2 English for the job Market

- Unit 6. Profiling oneself for the job Market
- Unit 7 looking for a job
- Unit 8 portfolio making
- Unit 9 writing your Curriculum Vitae (CV)
- Unit 10 job Interviews

Block 3 English at the Workplace I

- Unit 11. Presentation skills-i
- Unit 12. Presentation skills-ii
- Unit 13. Participating in Discussion
- Unit 14. Body Language: Non-Verbal Communication
- Unit 15. Using Computers in Daily Life

Block 4 English at the Workplace II

- Unit 16. Business Correspondence
- Unit 17. Report writing
- Unit 18. Work Ethics

**For Further information, please contact:
Prof. D. Venkateshwarlu**

**Programme Coordinator
(PGCIATIVI)**

SCHOOL OF EDUCATION

**INDIRA GANDHI NATIONAL OPEN
UNIVERSITY**

Maidan Garhi, New Delhi – 110068

Tel.: 91-11-29572962

Email: dvenkatesh@ignou.ac.in

or

Regional Directors

IGNOU Regional Centres

**For details of Regional Centres, please visit
IGNOU website www.ignou.ac.in**