

GOVERNMENT OF TELANGANA  
DEPARTMENT OF TECHNICAL EDUCATION

Office of the Commissioner  
of Technical Education,  
Hyderabad

**CIRCULAR MEMO**

Sub:- Academic- T.E. – COVID-19– Closure of Polytechnics in Telangana State till 31.07.2020 - Continuation of Academic Activities (production of Video lessons and Power-point Presentations) –Instructions – Issued - Reg.

Ref:- 1. Academic Calendar for A.Y. 2020-21  
2. CTE's Cir Memo.No.CTE-ACD1/ACAD/66/2020-ACADEMIC-I, dt:15.04.2020  
3. Lr No.16-6/2020-U1A of Secretary, MHRD, New Delhi, Dt.30.6.2020

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The attention of the Principals/OSDs of Government Polytechnics in the State is invited to the subject and references.

In pursuance of the guidelines issued under ref. 3rd cited, the Government/Aided/Pvt Polytechnics in the State will remain closed till 31.07.2020.

Further, in continuation of the academic activities initiated, vide this Office Circular Memo vide ref.2<sup>nd</sup> cited, it is directed that all the Heads of Sections, Senior Lecturers and Lecturers working in Government Polytechnics in the State shall produce one Video lesson of a topic in the respective subjects taught by them, along with Power point presentations(PPTs) of the said topic of (45-50) duration minutes on each working day till 31.07.2020 i.e. (23 No.) for the remaining working days till 31-07-2020. Each of the above faculty shall update the data of the topics covered as per the above schedule through the Google form and the faculty' video lessons/ Power-point presentations (PPTs) work undertaken by the faculty starting from 2.7.2020 shall only be continued as 'duty'. Non-production of video lessons/ Power point presentations (PPTs) will be treated as absence from duty and will attract disciplinary proceedings.

The Principals/OSDs of the respective GPTs shall monitor and co-ordinate the video lessons/e-lessons (ppts) production work every working day and the above video lessons and ppts shall be sent daily in compressed form by email to address which will be communicated and the details of the topics covered each day are to be sent in Google form that will be provided.

Further, Deputy Director (Technical-I), O/o Commissioner of Technical Education, Hyderabad is requested to monitor the implementation of the above instructions.

The receipt of these orders shall be acknowledged.

(This has the approval of the Commissioner of Technical Education)

Signature valid

Digitally signed by BUNDALA  
GIRIBABU  
Date: 2020.07.14 18:48:25 IST  
Reason: Approved

For Commissioner

To

The Heads of Sections, Senior Lecturers & Lecturers  
(through the Principals/ OSDs of the Polytechnics in the State for taking  
necessary action)

Copy to the Deputy Director (T-I), O/o Commissioner of Technical Education,  
Hyderabad

Copy to the Secretary, SBTET, Hyderabad for information