

**IMMEDIATE**

No: T-16017/11/2019-iGOT  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
(Training Division)  
\*\*\*\*\*

Block No. 4, Old JNU Campus, New Delhi  
Dated: 21<sup>st</sup> April, 2020

To,  
The Chief Secretaries of  
all the State/Union Territory Governments

**Subject:** Onboarding of States/Union Territories' COVID-19 Warriors to iGOT (Integrated Govt. Online Training) courses on DIKSHA platform on COVID-19 pandemic.

Dear Sir/Madam,

As all are aware, the whole world, including India, is facing a significantly higher threat from COVID-19 pandemic. India is responding to the Novel coronavirus pandemic with an unprecedented mobilisation of Human Resources - the intrepid COVID Warriors who are battling the Virus at the frontline. These brave & dedicated Doctors, healthcare workers, Technicians, paramedics, Aayush Doctors, State/UT Govt. Officers, Police and other Volunteers require enhanced capacity & updated information to keep in-step with the latest advances in techniques and global understanding of the Virus.

2. In pursuance of the decision of the Empowered Group on Augmenting Human Resources and Capacity Building set up by the Hon'ble Prime Minister under the Chairmanship of Secretary, Micro Small and Medium Enterprises, the Government of India, through its Department of Personnel and Training, has launched a tailored version of **iGOT (Integrated Govt. Online Training)** on 07/04/2020 to train all the COVID-19 Warriors of India. The learning portal (<https://igot.gov.in>) has national coverage, free access to all, 24X7 content availability from any location, any device and above all has relevant content developed by the Govt. of India which is updated regularly as the situation unfolds. The iGOT COVID version is being hosted on Ministry of Human Resource Development's DIKSHA platform.

3. The URL Link of the website is <http://igot.gov.in>. For onboarding the platform, the following information is enclosed:

- (i) Elementary User Guide for Desktop/Laptop users - Annexure-I
- (ii) Elementary User Guide for Mobile Users - Annexure-II
- (iii) Elementary User Guide for Mobile App Users - Annexure-III
- (iv) Details of Courses uploaded on iGOT DIKSHA platform so far - Annexure-IV
- (v) Instructions for content creation - Annexure-V

4. In this connection, the approach will require partners & States/UTs to:

- (i) Identify the States/UTs' COVID-19 Warriors including Doctors, Nurses, Paramedics, Hygiene Workers, Technicians, Auxiliary Nursing Midwives (ANMs), State Govt. officers/officials, Police, Volunteers etc. and enroll them to iGOT platform.
- (ii) Identify the training needs of respective frontline worriers and identify/ customise courses with focus on content in local languages, etc.

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- (iii) Create targeted outreach program by identifying the right channels and creation of localized outreach material to have maximum reach to blocks.
- (iv) Register State/UT Government and Private staff to take up the respective course.
- (v) Governance mechanism to administer the enrollment, courses launched, course completion status through state specific dashboard.

5. To execute the above, States/UTs may opt for dedicated Project Management Unit through internal staff augmentation or from professional service provider(s). The suggested PMU can have following resources to start with and their functions/activities can be as follows:

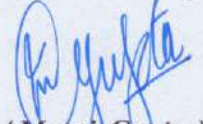
S. No.	Area	Activities
1.	Content Expert	<ul style="list-style-type: none"> <li>• Localization of existing content (available on platform)</li> <li>• Creation/Curation of any new content, if required</li> <li>• Analysis of any new content / course requirement as per local needs</li> </ul>
2.	Outreach Expert	<ul style="list-style-type: none"> <li>• Create an outreach program in discussion with State               <ul style="list-style-type: none"> <li>○ to reach out and onboard new users</li> <li>○ to create outreach material in local languages</li> </ul> </li> </ul>
3.	PMU	<ul style="list-style-type: none"> <li>• To co-ordinate with all stakeholders (including central iGOT PMU Cell)</li> <li>• and monitor all activities</li> <li>• help desk, if required</li> </ul>

6. The central iGOT PMU Cell will provide with following assistance to States/UTs:

S.No.	Area	Activities
1.	Central PMU	<ul style="list-style-type: none"> <li>• Best practice sharing among States/UTs</li> <li>• Feedback and enhancement of content / courses</li> <li>• General communication with the state COVID Warriors cell</li> <li>• SPoC regarding content, courses, platform, etc.</li> </ul>
2.	Content (in English largely)	<ul style="list-style-type: none"> <li>• All relevant content for various users like doctors, nurses, NCC volunteers, etc. - approved by Ministry of Health</li> <li>• Creation/Curation of any new content, if required</li> <li>• Publishing of new content</li> <li>• Content Guidelines</li> </ul>
3.	Outreach Support	<ul style="list-style-type: none"> <li>• Supporting materials in open format for States to adopt for branding and outreach, like               <ul style="list-style-type: none"> <li>○ User Guide</li> <li>○ Course Guide</li> <li>○ Advertisements created for print media</li> </ul> </li> </ul>
4.	Dashboards	<ul style="list-style-type: none"> <li>• State/UT-wise analytics and dashboards</li> </ul>
5.	TNA (Training Need Assessment)	<ul style="list-style-type: none"> <li>• At central level for all kinds of roles/users</li> </ul>

7. All the State/UT Govts are requested that wide publicity be made and more and more COVID-19 Warriors be encouraged to onboard the iGOT platform and undergo online training course (s) relevant to them so that the pandemic may be handled efficiently.

Yours faithfully,



( Manoj Gupta )

Under Secretary (Training)

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Copy to:

1. Shri Arun Panda, Secretary, MSME - Chairman, Empowered Group on Augmenting Human Resources and Capacity Building.
2. Shri Nipun Vinayak, Joint Secretary, M/o Health & Family Welfare.
3. Shri Supriyo Ghosh, Director, M/o Micro, Small & Medium Enterprises
4. Ms. Kavita (Deputy Secretary, M/o Health & Family Welfare)
5. Nodal Officers (Training), State/UT Govts.

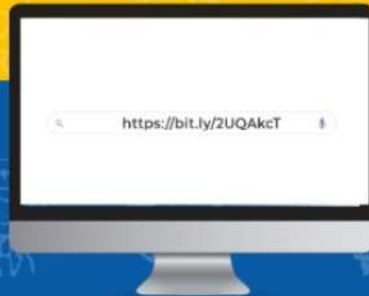




# ELEMENTARY USER GUIDE

UNDERSTANDING HOW TO REGISTER AND START LEARNING

## STEP 1



Click on the **Course Link** shared with you

## STEP 2



Click on **Course Card**

## STEP 3



Click on **Join Training**

## STEP 4



Login or Register via **Phone number or e-Mail**

## STEP 5



Register by **filling the form** and **validate with OTP** received on your mobile number or e-mail id

## STEP 6



**Select Board** - iGot (Health)  
**Medium** - English/ Hindi  
**Class** - Your Role  
**Subject** - Optional

## STEP 7



Select **Location**

## STEP 8



Start **Learning**

\*the platform is not supported on internet explorer, safari, IOS & Mobile web browser

For any query please write to:

support@i-got.freshdesk.com

# ELEMENTARY USER GUIDE

## UNDERSTANDING HOW TO REGISTER AND START LEARNING FROM MOBILE

### STEP 1



Type <https://igot.gov.in> in Chrome or Firefox\*

### STEP 2



Click on **View Courses**

### STEP 3



Login or Register via **Phone number or e-Mail**

### STEP 4



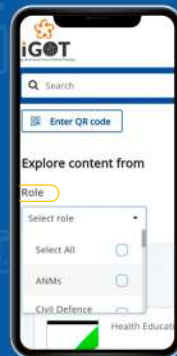
Register by **filling the form** and **validate with OTP** received on your mobile number / e-mail

### STEP 5



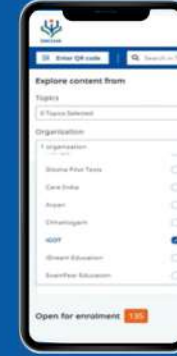
Select **Board** - iGot (Health)  
**Medium** - English/ Hindi  
**Class** - Select your work area from list  
**Subject** - Optional

### STEP 6



Select **Region and Role**

### STEP 7



Select **iGOT** in organisation from drop down menu

### STEP 8



Select a course and start **Learning**

\*the platform is not supported on internet explorer, safari, IOS & Mobile web browsers

For any query please write to:  
[support@i-got.freshdesk.com](mailto:support@i-got.freshdesk.com)



# ELEMENTARY USER GUIDE

UNDERSTANDING HOW TO REGISTER AND START LEARNING FROM MOBILE APP

## STEP 1



Click on <https://bit.ly/dikshaigot> to install **DIKSHA Mobile App**



## STEP 2



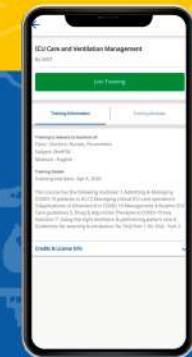
Click on **Course Link** shared with you

## STEP 3



Select **Launch Course**

## STEP 4



Click on **Join Training**

## STEP 5



**Login or Register** via Phone Number/eMail

## STEP 6



Register by filling the form and **validate with OTP** received on your mobile number/eMail

## STEP 7



**Select Board** - iGot (Health)  
**Medium** - English/ Hindi  
**Class** - Your Role  
**Subject** - Optional

## STEP 8



Click on **Start course** and start **Learning**

\*the platform is not supported on internet explorer, safari, IOS & Mobile web browser  
For any query please write to:  
[support@i-got.freshdesk.com](mailto:support@i-got.freshdesk.com)



# COURSE GUIDE

## Scan – Access - Learn



**ICU Care and Ventilation Management**

<https://bit.ly/2UQAkcT>



**Clinical Management COVID-19**

<https://bit.ly/3c2lxSe>



**Infection Prevention through PPE**

<https://bit.ly/3aXWGPe>



**COVID-19 Training for NCC Cadets**

<https://bit.ly/3e3jYVO>



**Basics of COVID-19**

<https://bit.ly/3aOAoPT>



**Management of COVID-19 cases (SARI ARDS & Septic shock)**

<https://bit.ly/34IDiJr>



**Infection Prevention and Control**

<https://bit.ly/3aP21ly>



**Laboratory Sample Collection and Testing**

<https://bit.ly/2UQMAtW>



**Quarantine and Isolation**

<https://bit.ly/2XfQiPr>



**Infection Prevention through PPE- Bengali**

<https://bit.ly/2VzSzCD>



**Basics of COVID-19 (Malayalam Course)**

<https://bit.ly/34IIKWT>



**Psychological care of patients with COVID-19**

<https://bit.ly/2wQQrhu>

\*The platform is not supported on internet explorer, safari or IOS | \*\*Users can view and read course content for other roles as well

For any query please write to: [support@i-got.freshdesk.com](mailto:support@i-got.freshdesk.com)



कार्मिक एवं प्रशिक्षण विभाग  
DEPARTMENT OF  
**PERSONNEL & TRAINING**

सत्यमेव जयते



**iGOT**  
Integrated Government Online Training

# Content Creation Guidelines for iGOT





# 1. Guidelines for Content Creation on i-GOT

## I TYPE OF ASSET

- A. Video
- B. Slide Show
- C. Animation
- D. Interactive

## II GUIDELINES: Please mark an X if the parameters will be met; NA if not applicable

<b>Hygiene factors</b>	<b>X</b>
Content does not have any factual errors	
Content is free from technical glitches	
Audio/Video is clear and in sync	
Content is not derogatory	
Content does not violate any IP rights or licencing agreement usage restrictions	
<b>Technical Aspects</b>	
Video content or animation should be between 1-7 minutes long	
Slide show should not exceed more than 15 frames/slides	
Content can easily load on a mobile phone	
<b>Production aspects (for videos recorded on phones)</b>	
Video should be recorded in landscape mode	
Video should be recorded using the back camera	
Subjects should not be lit from behind	
Content does not have distracting elements – like loud background music, too much animation etc.	
<b>Usability Aspects</b>	
Content lends itself well to dubbing or subtitling	
Appropriate instructions for content use are built into the content	

## 2. Technical Compliance for i-GOT

<b><i>Format compliance</i></b>	
Video (MP4/ WebM)	
Slideshow (ECML)	
Interactive (ECLM/ HTML zip/H5P)	
Document (PDF/ EPub)	
<b><i>File size</i></b>	
Less than 50 MB	



