SHEIKH RUSSELL DIGITAL LAB
A STEP TOWARDS DIGITAL BANGLADESH

শেখ রাসেল
ডিজিটাল ল্যাব

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ACKNOWLEDGEMENT

At the outset, we extend our heartfelt gratitude to every stakeholder who lent out their kind cooperation to bring this profile into a completion. We also place our deepest gratitude to Center for Research and Information (CRI) for giving us the opportunityto get tied up with this project. We are also indebted to Honorable State Minister of ICT Division, Mr. Zunaid Ahmed Palak and Banamali Bhowmick, Honorable Director General, Department of ICT for their valuable insights and continuous guidance that showed us the way to keep this work forward especially in writing this profile. Furthermore, we would like to offer special thanks to our team members.

OVERVIEW IN BRIEF

In sync with vision 2021, a pledge of Honorable Prime Minister Sheikh Hasina to transform the future of Bangladesh into a technologically advanced one, this project of setting up Sheikh Russell Digital Labs (Computer and Language Training Labs) in educational institutions, has been conceptualized and came into being. Under intense supervision of ICT Division and Department of ICT, as many as, 2001 computer labs and 65 language labs have been set up. HPM Sheikh Hasina inaugurated this project through a video conference in 23 educational institutions. Target has been set to transform such labs as local cyber hubs, opening up an opportunity for students to acquire basic ICT skills that can push them a step forward in becoming self-reliant.

OBJECTIVE

The project seeks to light up the young minds with essential ICT skills in remote parts of the country, to make ICT educatin accessible ever than before, build a large ICT skilled work-force and equip them with adequate skills so that they can excel in global market.

INCEPTION

On 2nd October last year, a Memorandum of Understanding was signed between Department of Information & Communication Technology (DoICT), ICT Division and Young Bangla, the largest national youth platform, under the auspices of centre for Research and Information (CRI). Key clauses are mentioned herewith: "Under this project, DoICT has established 2,001 "Sheikh Russell Digital Labs" in the said number of educational institutions countrywide. Young Bangla-CRI will provide maintenance and training support, and two(2) coordinators and ten(10) volunteers for each lab. The responsibility of those coordinators and volunteers will be to assist the institute arranging training programs regularly after the school hours in holidays."

PROGRAMME STRATEGY

Key priority has been laid out to open up a new horizon in ensuring maximum use of all the limited resources available to us. To date, DoICT has provided 17 laptops,1 laser printer,1 scanner, 1 projector with screen, one pocket router with 20GB monthly data plan of 2MBPS speed alongside all the required furniture and decoration support. Training sessions for master trainers were provided in 64 language labs across the country in 9 languages which are: English, French, Spanish, German, Russian, Chinese, Japanese, Korean & Arabic. Distributed laptops are equipped with windows operating system version 10 and Microsoft office 2016 built-in. If we eye for offering traing on graphics designing, which is the mostly used in global ICT market we would need all three adobe products(Photoshop, illustrator and premier pro) installed in all the laptops. If we target offer training on basic programming, it would also require some other tools and basic knowledge training sessions.

Given that, participants hold a little knowledge on operation of basic computer skills, focus was streamlined to create a network through **SRDL** that can ensure flow of information all along through it. So plans are split into two stages. Phase A: a network meeting among all the stakeholders related in this regard Phase B. devised to provide basic computer training alongside with Microsoft office (word, PowerPoint and excel) training. We also provided them with detailed tutorials on these topics alongside freelancing for beginners. In the face of shortcomings within the project and its budget part, training session has been squeezed into 1-2 days. Our targets were set to provide trainings over easy applications, creating trainers for the other volunteers, developing their basic skills, showing them the right way of thinking, interacting with them to explore their needs, make them a part of digital Bangladesh.

REACHING OUT TO PUBLIC

All the programs were broadcast live on Facebook as DCs, ADCs, UNOs, ACs, Programmers, Assistant Programmers, Institution Head, ICT teachers and young Bangla team was present in the networking meeting. All the albums containing pictures were uploaded on our official facebook page and website with videos. A database was created in compilation of attendance records. All the filed observations, challenges, future opportunity and possibilities were reported to the central coordination team of Sheikh Russell Digital Lab (SRDL)

ESTABLISHMENT BACKGROUND

For fulfilling the vision 2021 - Digital Bangladesh and the mission to make Bangladesh the next IT destination, under this project of setting up Sheikh Russell Digital Lab (Computer and Language Training Lab) in educational institutions across the country, ICT Division and Department of ICT has already set up 2001 computer labs and 65 language labs in different educational institutions in the first phase. Honorable Prime Minister Sheikh Hasina inaugurated this project through video conference in twenty three educational institutions. The main aspect was to develop ICT skills of the students as well as use those labs as local cyber hubs and create self-employment opportunities for the youth to develop their entrepreneurial skills and build careers.

PROJECT OBJECTIVES

Develop ICT skills of the students

Create self-employment opportunities for the local youth

Build up ICT service providing local cyber hubs

Reach our global sustainable development goals
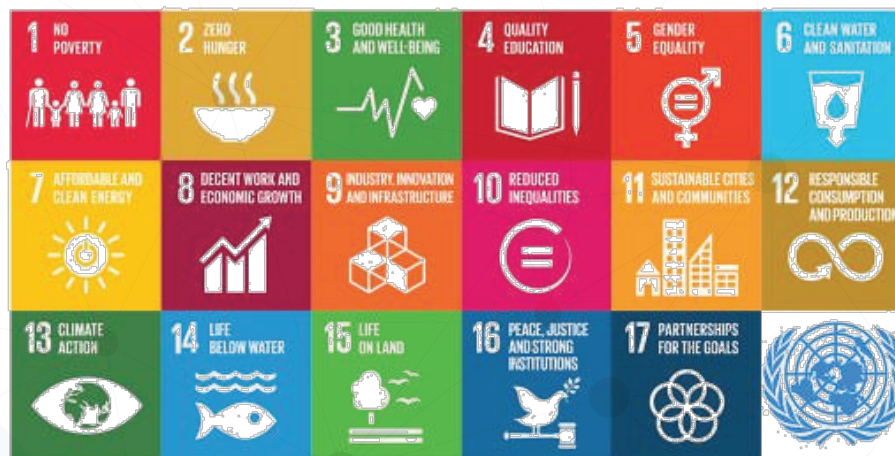
RESOURCES

2001 Sheikh Russell Digital Labs

Equipment in each lab

Hardwares

- Laptops-17
- Headphones- 17
  (only in language labs)
- Printer-1
- Scanner-1
- Projector-1
- Pocket Router-1

Softwares

- Windows 10 operating system
- Microsoft Office 2016
- In all of them

2nd October, 2016

Memorandum of Understanding(MoU)

Was signed between

**Department of Information &
Communication Technology
(DoICT), ICT Division**

**Young Bangla,
Center for Research &
Information(CRI)**

SUMMARY

Under the lab project DoICT has established 2,001 "Sheikh Russell Digital Labs" in 2,001 educational institutions across Bangladesh.

Young Bangla-CRI will provide maintenance and training support for the above mentioned computer and language labs.

Young Bangla-CRI will provide two(2) coordinators and ten(10) volunteers for each lab.

The responsibility of these coordinators and volunteers will be to support the institute and arrange training programs regularly after the school hours and in holidays.

SHEIKH RUSSELL DIGITAL LAB

ORIENTATIONAL VISIT AND THE TRAINING PROGRAM

TRAINING OUTLINE

Session with the coordinators and the committees

Implying their further duty	Arranging training programs
Benefits of the training	Developing their skills
Exploring theirs needs	Requirements and opinions
Discussing future perspectives	Surveying

MAIN FOCUS

Providing trainings applying easier methods

Creating trainers for the other volunteers

Developing their basic skills

Showing them the right way of thinking

Interacting with them to explore their needs

Make them a part of Digital Bangladesh

PROGRAMME SUMMARY

Three (3) days
program per district

Day-1 — Preparations and meetings

Day-2 — Orientation and Basic Computer Training

Day-3 — Microsoft Office Training, Certification Ceremony and session with the coordinators and the committee

TRAINING OUTLINE

Orientation

	Young Bangla Introduction – AV

	ICT Development Programs – AV/Brief

	Digital Lab Introduction – A/V

	Digital Lab use – Brief

	Q&A session

TRAINING OUTLINE

Basic Computer Training

Introduction to computer

Software, Windows, Anti-virus installation and use

Email account and use

File, folder, Create, compress, search, view and right click

Printer, Scanner and projector installation and use

Basic Internet Browsing

Pen drive, Hard disk, Dvd

Control Panel and task bar shortcuts

Email account creating and use

Cut, Copy, Paste, Undo Find shortcuts

Internet setup and Wi-Fi

Social Media(facebook)

TRAINING OUTLINE

Microsoft Office Session-1

Discussion about the common menu bar for all products

Font formatting(Size, color, effect, install, spacing, bullets, alignments)

Margin, header, footer, page break

Word file creation and save

Inserting shapes and pictures and their formatting

Equation

Page setup and orientation design

Inserting table and formatting

Save as and printing

UPDATE

- ☐ **Each program aired live on Facebook**

- ☐ **DCs, ADCs, UNOs, ACs, Programmers, Assistant Programmers, Institution Heads ,ICT teachers and members of Young Bangla were present in the networking meeting**

- ☐ **One ICT teacher and one or two young bangla volunteer received training.**

- ☐ **Our initiative was clearly briefed in the networking program**

- ☐ **Training, following the next day held on Microsoft office basics**

- ☐ **Expected to be completed in all the districts by this month (May,2017)**

ASSIGNMENT FOR THE LAB COORDINATORS(12 WEEKS)

BACKGROUND

As we provided coordinators in each lab and prepared them with basic trainings, it was important to ensure that they fulfill the duties properly. It was also important to think about the training students must get. So combined our problems to reach a common solution and prepared a three monthassignment for our coordinators, each coordinator must submit this assignment regularly and through this it'd be possible to get a community of more than two lakh trained and skillful youth

1ˢᵗ Week

Learn and Get ready: By using our training and providing our video tutorials we oversaw coordinators practise those properly.

2ⁿᵈ–3ʳᵈ Week

Make your Volunteers ready: By using our training and the video tutorials we provided, coordinators have to train their volunteers (10 per school).

4ᵗʰ Week

Network Meeting: Network Meeting: With all the students, coordinators will arrange a network meeting to discuss the current state of technology and get them familiar with some updated technology of Bangladesh to motivate them in this sector, furthermore they'll discuss how we can use these labs as amedium of development of our country.

5ᵗʰ–12ᵗʰ Week

Students Training: With suggestions from teachers, coordinators will select 10 students per lab who relatively needs more financial backup and traing them by the following routine given below.These students will get certificates after completion of their training.

Title	Microsoft Office			Microsoft Digital Literacy				
week/ day	1st	2nd	3rd	4th	5th	6th	7th	8th
Thursday	Word	Powerpoint	Excel	Chapter-1	Chapter-3	Chapter-5	Chapter-7	Chapter-9
Friday	Word	Powerpoint	Excel	Chapter-2	Chapter-4	Chapter-6	Chapter-8	Chapter-10

ACHIEVEMENTS

Topic	Completed	Expected
Orientational visit	57 districts	64 districts
Active Labs	1728	2001
Officials involved in network meeting	1000+	1500+
Trained Coordinator	3000+	4000+
Microsoft Digital Literacy	7000 students in 280 schools	50000+ students in 2001 labs
Video screening on liberation war	4000+ in 100 labs	80000+ in 2001 labs
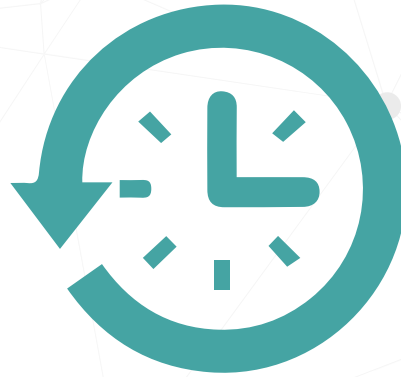
TIMELINE OF DISTRICT LEVEL NETWORKING AND ORIENTATION PROGRAM

TIMELINE OF DISTRICT LEVEL NETWORKING AND ORIENTATION PROGRAM

District	Date	District	Date
Dhaka City Corporation	09-02-2017	Lalmonirhat	05-04-2017
Dinajpur	12-02-2017	Khagrachori	05-04-2017
Chittagong City Corporation	16-02-2017	Bandorban	06-04-2017
Pabna	19-02-2017	Pirojpur	08-04-2017
Jaypurhat	21-02-2017	Noakhali	11-04-2017
Panchagarh	23-02-2017	Bogra	12-04-2017
Kurigram	25-02-2017	Cox's Bazar	16-04-2017
Rajshahi	26-02-2017	Rangamati	16-04-2017
Gopalganj	27-02-2017	Kishorganj	19-04-2017
Nilphamari	27-02-2017	Rangpur	20-04-2017
Narshandi	01-03-2017	Netrokona	23-04-2017
B. Baria	02-03-2017	Narail	24-04-2017
Jhinaidah	02-03-2017	Feni	24-04-2017
Manikganj	05-03-2017	Munshiganj	26-04-2017
Meherpur	06-03-2017	Shatkhira	26-04-2017
Jessore	09-03-2017	Narayanganj	26-04-2017
Naogaon	12-03-2017	Mymenshing	27-04-2017
Natore	14-03-2017	Bhola	02-05-2017
Thakurgaon	19-03-2017	Habiganj	07-05-2017
Sylhet	20-03-2017	Magura	08-05-2017
Barishal	20-03-2017	Chuadanga	09-05-2017
Jamalpur	20-03-2017	Savar Upozilla	15-05-2017
Shirajganj	22-03-2017	Faridpur	17-05-2017
Khulna	22-03-2017	Shariyatpur	18-05-2017
Chapainawabganj	31-03-2017	Jhalakathi	22-05-2017
Comilla	01-04-2017	Faridpur	25-05-2017
Gaibandha	03-04-2017	Chadpur	25-05-2017
Gazipur	03-04-2017	Rajbari	10-06-2017
Sunamganj	04-04-2017	Kushtia	14-06-2017

HERE ARE A FEW
DISTRICTS WHERE THIS
PROGRAMS WERE HELD

DINAJPUR

Number of Labs [**39**] Date [12-14 February, 2017]

Full Album [https//goo.gl/IQLsE8]

CHITTAGONG

Number of Labs [**76**] Date [16-17 February, 2017]

Full Album [https//goo.gl/cSjb3W]

PABNA

Number of Labs [37]   Date [19-20 February, 2017]

Full Album [https//goo.gl/3Yyb53]

Panchagarh

Number of Labs [14]   Date [23-24 February, 2017]

Full Album [https//goo.gl/W4yp1o]

JOYPURHAT

Number of Labs **21**   Date 22-23 February, 2017

Full Album https//goo.gl/IvmUc1

Kurigram

Number of Labs **31**   Date 25-26 February, 2017

Full Album https//goo.gl/Yvl6tn

NARASINGDI

Number of Labs	29	Date	1-2 March, 2017

Full Album | https//goo.gl/rlzZVm

NAOGAON

Number of Labs	38	Date	12-13 March, 2017

Full Album | https//goo.gl/aFOoGT

JESSORE

Number of Labs **38**   Date   9-10 March, 2017

Full Album   https//goo.gl/q9GvvU

SYLHET

Number of Labs **50**   Date   20-21 March, 2017

Full Album   https//goo.gl/6JQ6xg

MAGURA

Number of Labs **15**   8-9 May, 2017
Full Album https//goo.gl/q9GvvU

BHOLA

Number of Labs **28**   Date 2-3 May, 2017
Full Album https//goo.gl/6JQ6xg

SATKHIRA

Number of Labs **26** 27-28 April, 2017

Full Album https://goo.gl/lYMC1G

NARAYANGANJ

Number of Labs **29** Date 26-27 April, 2017

Full Album https://goo.gl/NDROsL

FENI

Number of Labs **24** 24-25 April, 2017

Full Album https//goo.gl/SzNuwl

DHAKA

Number of Labs **48** Date 9-10 February, 2017

Full Album https//goo.gl/St58ne

NARAIL

Number of Labs **12**   24-25 April, 2017

Full Album https//goo.gl/2qA5aK

RANGPUR

Number of Labs **45**   Date 19-20 April,2017

Full Album https//goo.gl/XQAPyJ

HOBIGANJ

Number of Labs **30** 20-21 April, 2017

Full Album https//goo.gl/j14HWk

COMILLA

Number of Labs **84** Date 1-3 April,2017

Full Album https//goo.gl/b5Rvki

RANGAMATI

Number of Labs **24** 16-17 April, 2017

Full Album https//goo.gl/Zqb0AT

COX'S BAZAR

Number of Labs **30** Date 16-17 April,2017

Full Album https//goo.gl/g0UIAq

BOGRA

Number of Labs [49]   [12-13 April, 2017]
Full Album [https//goo.gl/UGliQF]

NOAKHALI

Number of Labs [37]   Date [11-12 April,2017]
Full Album [https//goo.gl/8zbww9]

GOPALGANJ

Number of Labs **23** Date 26-27 February, 2017
Full Album https//goo.gl/0S3b3W

RAJSHAHI

Number of Labs **42** Date 26-27 February,2017
Full Album https//goo.gl/MHUkHb

BANDARBAN

Number of Labs	9	Date	7 April, 2017

Full Album | https//goo.gl/Cm3kd6

LALMONIRHAAT

Number of Labs	16	Date	5-6 April, 2017

Full Album | https//goo.gl/ObvWRe

GAIBANDHA

Number of Labs	27	Date	4-5 April, 2017
Full Album	https//goo.gl/jbtP1l		

KHAGRACHHARI

Number of Labs	9	Date	5 April, 2017
Full Album	https//goo.gl/YOxyox		

SUNAMGANJ

Number of Labs **39** Date 4-5 April, 2017
Full Album https//goo.gl/7LczNg

CHAPAINAWABGANJ

Number of Labs **28** Date 30-31 March, 2017
Full Album https//goo.gl/tMuIOf

SIRAJGANJ

Number of Labs **39**   Date **22-23 March, 2017**

Full Album   https://goo.gl/rcwdhO

FOR MORE PLEASE VISIT

🌐 **http://srdlict.com/**

f **/SRDLICT**

▶ **https://goo.gl/yMiVKA**

MICROSOFT DIGITAL LITERACY

Microsoft
Digital Literacy

Banner

Summary

▶ **Working Instruction and training manual were handed to the district coordinators**

▶ **25 students from each lab received this training**

▶ **All set of data were uploaded online**

▶ **All the pictures were uploaded (lab wise) in a single drive as POE(proof of execution)**

28 DISTRICTS

840 SCHOOLS

21000 STUDENTS

MARCH JUNE 2017

Here are a few districts
where this program were held

SUNAMGANJ

Number of Labs | **39** | Date | 28-31 March, 2017
Full Album | https://goo.gl/sQRdyc

NATORE

Number of Labs | **41** | Date | 28-31 March,2017
Full Album | https://goo.gl/XJITPa

SYLHET

Number of Labs	50	Date	28-31 March, 2017
Full Album	https://goo.gl/qOcmJS		

DHAKA

Number of Labs	41	Date	28-31 March,2017
Full Album	https://goo.gl/SJwZTI		

CHITTAGONG

Number of Labs 76 Date 28-31 March, 2017
Full Album https://goo.gl/9SOH7S

KHULNA

Number of Labs 32 Date 28-31 March,2017
Full Album https://goo.gl/uMp7hl

For more please visit:

https://www.facebook.com/SRDLICT

"Mukti Songramer Itihas"

Video Screening

Summary

"**Mukti Songramer Itihas**" a documentary based on our liberation war 1971 was screened in 100 Labs.

30-50 Students per lab and teachers were present as viewers

The idea was to let the students know about our great history of struggle and inspire them to work for the country.

Young Bangla lab coordinators arranged this program with direction from SRDL team.

Here are a few districts
where this program has held

PANCHAGARH

Number of Labs **14** Date 27 April, 2017

SYLHET

Number of Labs **50** Date 27 April, 2017

JESSORE

Number of Labs **38** Date 30 April, 2017

KHULNA

Number of Labs **32** Date 27 April, 2017

For more please visit:

https://www.facebook.com/SRDLICT

OUTCOMES

Sheikh Russell Digital Lab Activation Data

Division Name	Number of Districts	Number of labs	Number of Labs Activated	Number of Coordinators and ICT teachers Trained	Number of District Team members
Barishal	6	183	123	369	60
Chittagong	11	387	288	864	110
Dhaka	13	392	376	1128	130
Khulna	10	228	197	591	100
Rajshahi	8	295	295	885	80
Rangpur	8	228	228	684	80
Sylhet	4	146	119	211	40
Mymensing	4	151	151	453	40
Total	64	2010	1777	5185	640

Sheikh Russell Digital Lab Activation Data
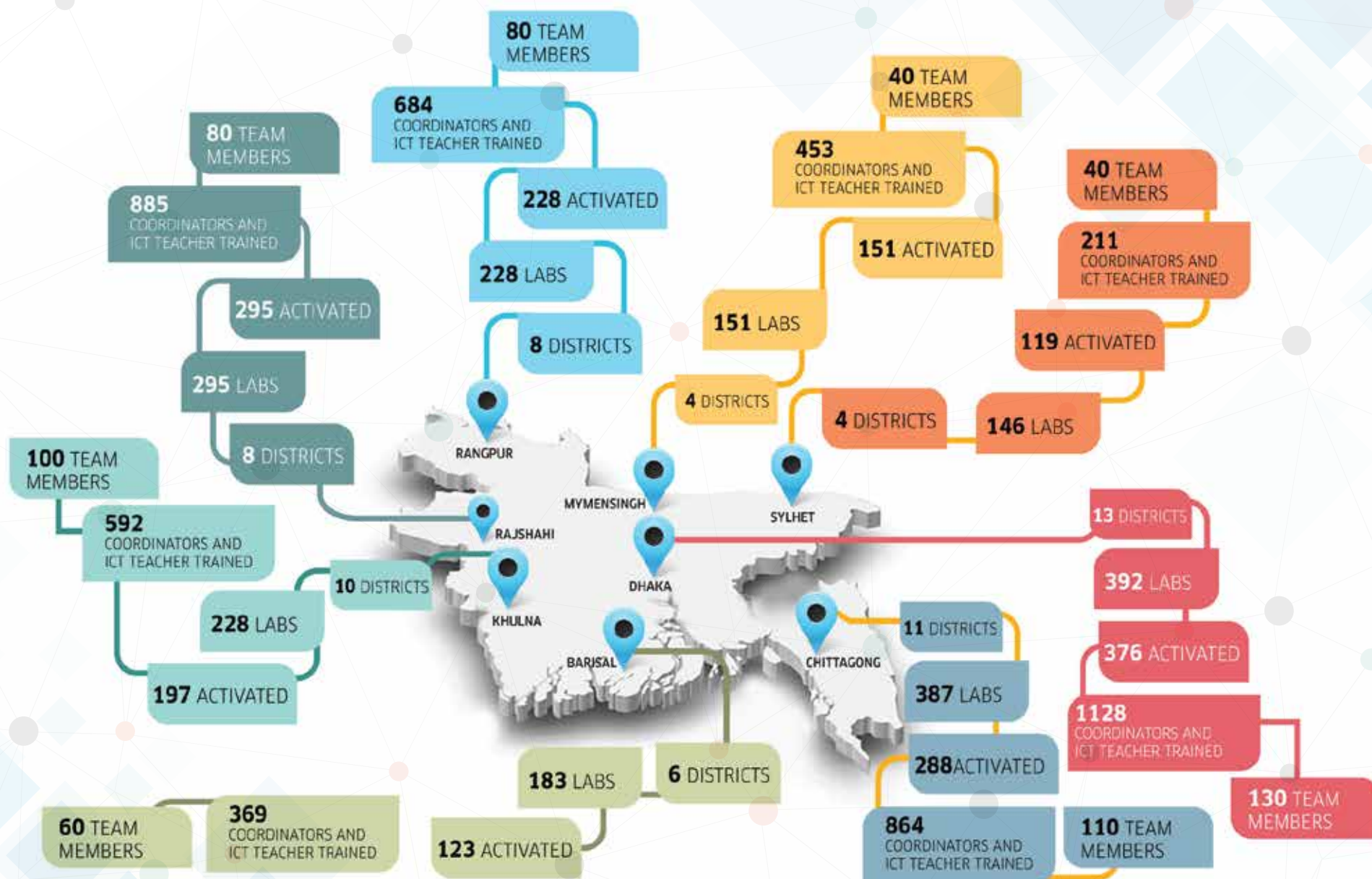
FIRST-HAND OBSERVATIONS & CHALLENGES

On the front of execution on ground, connectivity appears as a key issue with labs mostly located in grass-roots. Still, we managed to get the fruition of our efforts to the remotest parts, thanks to this SRDL project. As the select groups of teachers are mostly from business studies and humanities background, it was important to make them learn even the basics of computer. Ironically, these teachers had been providing training to our students on the quality ICT curriculum from class 6 to 12. In some places, the Headmasters or Principals of schools and colleges are not willing to use the lab on a daily basis due to unknown reasons. Even, in some places most of the laptops were found in the house of ICT teachers and institutional heads. In 65% places all the 17 laptops were not found in the lab. The lab rooms are not secured enough and a lacking in security(guards/CCTV cameras) was evidenced. The lab authorities in school are not willing to graduate the lab into local cyber centers as most of them don't want entrance of any outsider. From our sources we found that in most of the labs ICT teachers have been engaged in public tutoring to make money and are completely reluctant to make the labs operational. People are deprived of their due rights as access to printer, scanner, etc. were only available for teachers. Labs provided by other sources (except SRDL) completely remained ineffective in most of the places. So it is very hard to connect the whole country in one network through 2001 points. So lack of operational establishments is a big challenge in realizing our goals.

FUTURE OPPORTUNITIES & POSSIBILITIES

If utilized properly, these labs can be turned into the best medium to connect and orient the grass roots with most of the developmental initiatives by our government. For a certain community, consisting of Young Bangla volunteers, teachers and students, possibilities are endless to spread the light of ICT and build a skilled manpower through taking the trainings forward. According to the objectives if these labs can be turned into as local cyber hubs or service centers this connectivity can help us reaching our vision 2021- Digital Bangladesh. This network can connect all the sectors like: education, e-commerce, agriculture, health, etc.. up to the grass root to develop dramatically. Our sustainable development goals(SDG's) such as: quality education, no poverty, good health, gender equality, reduced inequality, economic growth, sustainable communities, etc. is possible to achieve through this network. Still, more people in grass roots have to be reached as there are more than 1lakh educational institutions in our country and we've only reached 2001 of them. Our target of earning 5 billion USD from country's IT and ITES exports is a big challenge that our government has set. According to our assumptions maximum 4 billion can be earned from freelancing and outsourcing if we establish this network in minimum one fourth of our educational institutions and provide suitable beginner to advance training to our targeted community and serve the local people from these labs in regular basis.

RECOMMENDATIONS & REQUIREMENTS

- Internet availability

- Instructions to the institution heads to run/open the labs properly during and after school hours

- Training programs need to be launched for Lab Coordinators, Teachers and Students separately

- Basic hardware training to be launched for Coordinators, Teachers and Students separately

- Freelancing platforms to be created locally

- ICT competitions to be launched in every lab, every district and divisional level

- A website is a must for each schools/colleges with Sheikh Russell Digital Lab

- Desktop will be more preferable to laptops in each lab

- A guard to be engaged for each lab to keep equipments secure

Sheikh Russell Digital Lab Central Coordination Team

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www.facebook.com/SRDLICT/

http://srdlict.com

https://goo.gl/yMiVKA