

KSRCAS
25.03.2021

From

B.Ganesh Prabhu
Head In-charge
Department of Visual Communication
K.S.Rangasamy College of Arts and Science (Autonomous)
Thiruchengode - 637215

To

The Principal
K.S.Rangasamy College of Arts and Science (Autonomous)
Thiruchengode - 637215

Respected Sir,

Subject: Requesting permission to start Media Centre – Reg

Greetings! Department of Visual Communication is planning to start a **Media Centre** for producing and uploading E-Content Videos to enhance teaching learning process. Faculty of KSRCAS can ~~take part in this~~ *take contribute through this* Media Centre to produce E-content videos for their programme / course. Herewith, I have attached the proposal for the **Media Centre** for your perusal. In this regard, I request your permission to start Media Centre of KSRCAS. In addition, I seek your permission to use the Visual Communication Media Studio and equipments for producing E-content videos based on availability.

Thanking you

Yours Sincerely

B.L + ne
25/3/2021
(B.GANESH PRABHU)

Encl:

- Media Centre - Proposal
- List of Equipments
- Registration form

[Signature]
25/3/21

K.S.Rangasamy College of Arts and Science (Autonomous)

Tiruchengode - 637 215

Department of Visual Communication

Media Centre - Proposal

Introduction:

In today's knowledge-based society, technology plays a critical role in the dissemination of knowledge, the innovation of creative content, and the inclusion of innovative communication and information at all levels of Higher education. Now a day's access to information has become easier through new media technologies with the help of advancements of the technology. Technology implementation is pivotal in educational background and strong, innovative digital devices have the potential to remarkably enhance the educational outcomes. In the recent years, online education is being widely established among students, teachers and parents. The use of E-content has changed the style of education in numerous ways. The use of e-content has changed education in a number of ways. A structured and validate E-content acts as an efficient virtual teacher in the E-learning process.

Department of Visual Communication of K.S.Rangasamy College of Arts and Science (Autonomous) has planning to start a **Media Centre** to produce E-content videos for the institution to enhance teaching learning process.

Objectives:

- To create awareness among teachers and students about LMS platforms.
- To understand the standard of E-Content & digital resources for teaching learning process.
- To develop the content for producing E-Content videos

Outcome:

- Encourage students to learn through new media technologies.
- Developing learning styles and active participation of learning through online resources.
- Motivate teachers and students to access and produce the online resources for teaching and learning process

Formation of Media Centre:

- ✦ The **Media centre** is coordinated by one faculty member and two technical faculties from Visual Communication Department, KSRCAS.
- ✦ **Media Centre** will include 10 Student members from Visual Communication department of KSRCAS.
- ✦ The members of the **Media Centre** will meet every month to decide on the progress of the E-content production.

Activities:

- ✳ E-Content Production.
- ✳ Uploading the Video into YouTube Channel 'KSRCAS MEDIA STUDIOS'
(Unlisted Category)

Guidelines:

- ✳ Those who are interested to produce E-Content Video for their departments are requested to register individually using the registration form and get approval from their Head of the Department and Principal.
- ✳ Resource person should bring the course content in the form of PowerPoint presentation and image (JPEG) files of each slide.
- ✳ PowerPoint presentation should be created by own. Strictly avoid the downloaded presentation from websites.
- ✳ The final E-content video output will be uploaded in above mentioned YouTube channel. Link and final output will be given to the respective faculties / departments
- ✳ Source file and final output of the E-Content will not be kept in the Media Centre / Visual Communication department.

Coordinator:

- ✳ Mr.B.Ganesh Prabhu - Asst Prof & Head.

Technical Support:

- ✳ Mr. Keerthivasan - Technical Faculty.

Members:

SNo	Roll No	Name	Class
1.	20UVC001	HARI RAMAN K	I B.Sc Visual Communication
2.	20UVC002	JEEVA P	
3.	20UVC003	MANIKANDAN S	
4.	20UVC004	PRAKASH P	
5.	20UVC005	RAGUL JOSEPH F	
6.	20UVC006	SIVASURYA S	
7.	20UVC007	VASANTH M	
8.	20UVC008	VIGNESH S	
9.	20UVC009	VIJEY SURAJ N	

g.l.u
25/3/2024
Media Centre Coordinator / HoD

[Signature]
25/3/24
Principal

Media Centre Equipments

The following are the list of Media centre equipments which will be shared by the Department of Visual Communication, K.S.Rangasamy College of Arts and Science (Autonomous), Tiruchengode.

S. No	Item	Qty
1.	Canon EOS 800D 24.2MP Digital SLR Camera + EF-S 18-55 mm is STM Lens + 16GB Memory Card + Carrycase	1
2.	Canon EOS 1500D DSLR Camera Body Dual kit with EF-S 18-55 IS II + 55-250 IS II lens 16 GB Memory Card	1
3.	Apple iMac Core i5 (5th Gen) (8 GB DDR3/1 TB/Mac OS 10.14.6 Mojave / 21.5 Inch Screen / (White, 450 mm x 528 mm x 175 mm, 5.68 kg)	1
4.	Welbourn 150cm Three Way Pan Movement Tripod	1
5.	Godox SK-400 II Umbrella light with Skyport Transmitter Plus	1
6.	Harison TOWER Heavy Stand	2
7.	SanDisk 32GB Ultra 90MB/s, SD Card	2
8.	Transcend RDF8 USB 3.0 Multi Card Reader	1
9.	Boya Collar Mic – Wired	1
10.	Godox Professional LED Video Lights	1
11.	Zoom Handy Voice Recorder	1
12.	Projector EB S41; SVGA resolution; 3300 Lumens; Lamp life 6000 Hours	1
13.	Logic 8 X 6 tripod Screen	1
14.	F & D 5.1 Speaker	1
15.	NT Thunderbolt to HDMI adaptor	1
16.	NT Thunderbolt to VGA adaptor	1
17.	Belkin; 6 out - 2 Meters; Spike Box	1

Infrastructure:

Media Studio with following facilities

- 26 X 22 size
- Sound Proof studio
- Green and Blue Matt backgrounds
- Air Conditioning facility


Media Centre Coordinator / HoD


Principal

MEDIA CENTRE

Centre For E-Content Development
DEPARTMENT OF VISUAL COMMUNICATION



