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Date: 23/08/2023

To,

1. The Principal Judge, City Civil Court, Ahmedabad.
2. The Principal Judge, Family Court, All the District.
3. The Principal District Judge, All the District.
4. The President, Industrial Court, Ahmedabad.
5. The Chief Judge, Small Causes Court, Ahmedabad.
6. The Chief Metropolitan Magistrate, Ahmedabad.
7. Judicial Officers working on deputation at High Court of Gujarat, Gujarat State Judicial Academy, Gujarat State Legal Services Authority, High Court Legal Services Committee, Legal Department, Gandhinagar.

Subject : To attend Web Training on Computer Skill Enhancement Programme – Level I & II by the Judicial Officers of the District Judiciary (All Cadre) to be held on 26/08/2023 & 27/08/2023 (Saturday & Sunday), arranged by GSJA through Zoom platform.

Reference : The letter dated 21.08.2023 of Director, Gujarat State Judicial Academy, Ahmedabad

Sir/Madam,

With reference to the above referred letter and on subject noted above, I am to state that, Hon'ble the e-Committee of Hon'ble Supreme Court of India has instructed the State Judicial Academies to conduct ECT Training Programmes. Apropos the direction, the Gujarat State Judicial Academy has scheduled a web training programme on ECT_13_2022 Computer Skill Enhancement Programme – Level I & II, for all the Judicial Officers of the State of Gujarat through Zoom Platform for a period of 2 days, viz., 26.08.2023 to 27.08.2023. Said training shall be conducted by the Registrar (SCMS & ICT), High Court of Gujarat.

The following are the terms and conditions:-

- (1) They should be treated on duty during the period of the training.
- (2) The posts held by them be kept vacant during the said period.

1. Subjects: During the web-workshop following subjects would be discussed:

Sr.	Topics
1	Orientation and Overview of the Programme
2.	Overview of Computer Infrastructure: Hardware
3.	Overview of Computer Infrastructure: Software
4.	Working with day to day applications in Chrome OS
5.	Advance Tips & Techniques for optimum productive utilization of the Chromebooks allotted to the Judicial Officers

Sr.	Topics
6.	Office Suites including Google Docs, Google Sheets & Google Slides, PDF Tools to merge, extract, split, bookmark, paginate, OCR etc., Speech to Text Software - Google Voice Typing in English and Gujarati
7.	Video Conferencing and Hybrid Hearing: Way Forward
8.	An Introduction to Servers, Working in Cyberspace, Basics of Networking and Data Security
9.	Working in National Core Case Information System (NCCIS) - Role of Judicial Officers to optimize use and benefits of CIS - CARE Data Entry Guidelines
10.	Making optimum use of National Judicial Data Grid and eCourts Portal
11.	ICT Initiatives by the eCourts Project and the High Court of Gujarat 1. eCourts Services App, eCourts Fees, Justis App, NSTEP, Land Survey Integration, ICJS, Virtual Courts, eFiling etc. 2. Video Conferencing & Live Streaming, Email Updates to Ld. Advocates, Email Updates to J.O.s, EMCS, JO Portal, IRIS Platform, JOHIT Channel, SCMS War Room Functionalities etc.
Note: The Academy may modify, add, alter, substitute or subtract the subjects/topics according to exigency	

2. The training programme will be conducted on the Zoom platform.
3. All judicial officers are required to assemble **on 26.08.2023 at 09:00 a.m. and on 27.08.2023 at 09:00 a.m.** at the respective **District Head Quarter**. It is requested that the attendance of the judicial officers be taken by the concerned District Court Establishment, and the attendance roll be sent to this Academy via email on the next working day. Furthermore, the Principal Judicial Officer is instructed to please arrange for the deployment of necessary staff members including the system officer and system assistants at the respective District Court complexes and make necessary preparations in this regard.
4. In case of any difficulty in connecting to the Zoom VC Platform, please contact GSJA (Ashish Modi-9228428462).
5. The presentation and material shared during training sessions by resource persons would be provided through e-mail to the concerned District Court.
6. For update of Feedback, instructions shall be sent in due course.
7. It is an on-duty training programme. Accordingly, necessary charge arrangements may be made.
8. To attend the training in full uniform.
9. The link for the Zoom cloud VC meeting shall be shared in due course.

Yours faithfully,


Registrar General