## **Preface**

Information and Communication Technologies (ICTs) have been making considerable impact on the society due to their universal spread in terms of various ICT applications implemented across the world. The urban communities have seen the positive contribution of ICTs in several dimensions like increases in efficiencies, communications and information on anytime-anywhere basis. However significant and mass impact is yet to be felt among the rural communities.

With the objective of bridging this digital divide, a large number of initiatives have been initiated in different parts of India, to deploy ICTs in a manner that can create an impact on the society. However, the major challenges surrounding the initiatives are those related to Content, Connectivity, Capacity and Capital. The primary concern being - 'content' meaning applications and services to make economic sense to the rural citizens of India, are to be made available in local languages.

A step towards meeting the challenge of making available, information and services in local languages is the India Development Gateway initiative (InDG). InDG is a country led initiative that seeks to provide responsive and credible information products and services catering to the needs of rural communities in local languages.

The "Training manual on Fundamentals of IT for Knowledge Centre Operators" is the Tamil version of one of the local language resources developed as part of the InDG initiative. The manual covers the fundamentals of IT, which is essential for any Knowledge Centre Operator facilitating knowledge flow in rural communities.

The manual is an outcome of a series of capacity building exercises for the knowledge centre operators across several states of India. We hope this manual would serve as an offline reading material for the knowledge centre operators to better understand the basics of IT.