



MICRO INNOVATIONS FESTIVAL

Standard Operating Procedure



About Micro-Innovations Festival

An event to celebrate and recognize the unique stories of improvements of school leaders (HM, HT & Principals). The campaign leverages the micro-improvement approach.

Purpose

Schools are hubs of innovative practices—small ideas that solve many school issues. These innovations play out in many government schools but are often undocumented, unnoticed and unrecognized. Innovations and best practices are also often limited to the source school: they do not scale across the system for want of a common medium for sharing best practices.



"...Education has become like a black box, whatever we do inside the classroom is not discussed outside or the knowledge is not shared outside. It is important to document these solutions to test their transferability & adaptability in other contexts...."

-Monisha Datta, Domain Expert

In an attempt to *celebrate* these ideas and *document* them, a festival and an award would be of great value to encourage school leaders and help them in understanding the benefits.

The Micro-Innovations Festival hopes to



Encourage innovations within school



Create a collection of stories of school improvement

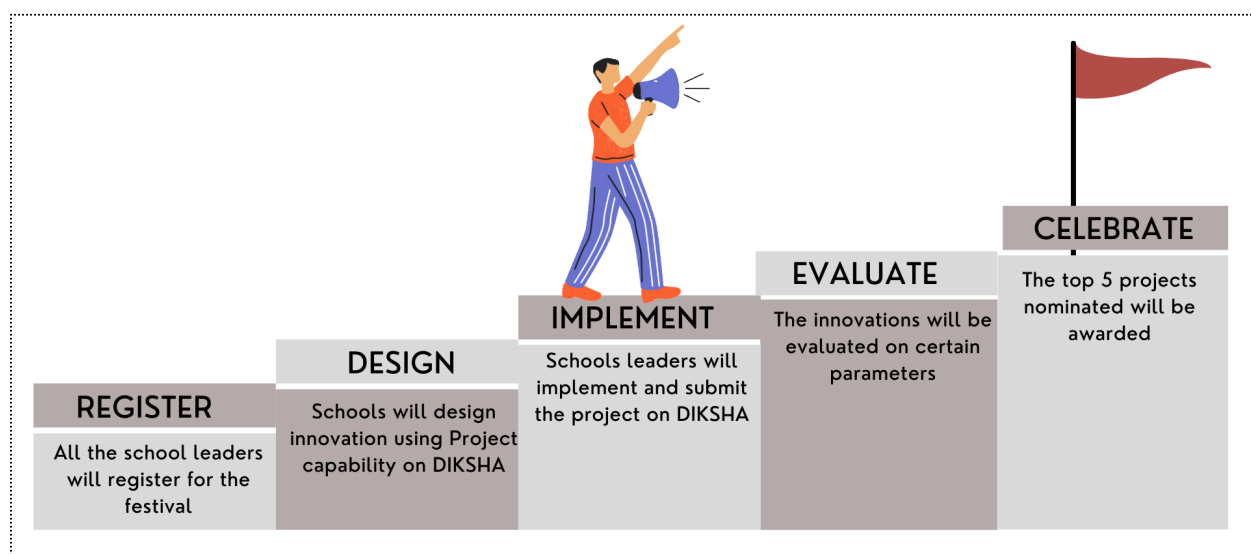


Boost motivation by recognizing efforts of team

Journey of a school leader

Through the Micro-innovations festival, we wish to empower the School Leadership to embark on a continuous journey of micro-improvements. The program will enable them to think of innovative ways to take the school on this journey.

To this effect, we propose recognizing the three best micro-improvement projects per district and the five most innovative projects across the state and appreciate their leaders for these innovations.



Micro-Innovations Festival Outline

Objectives

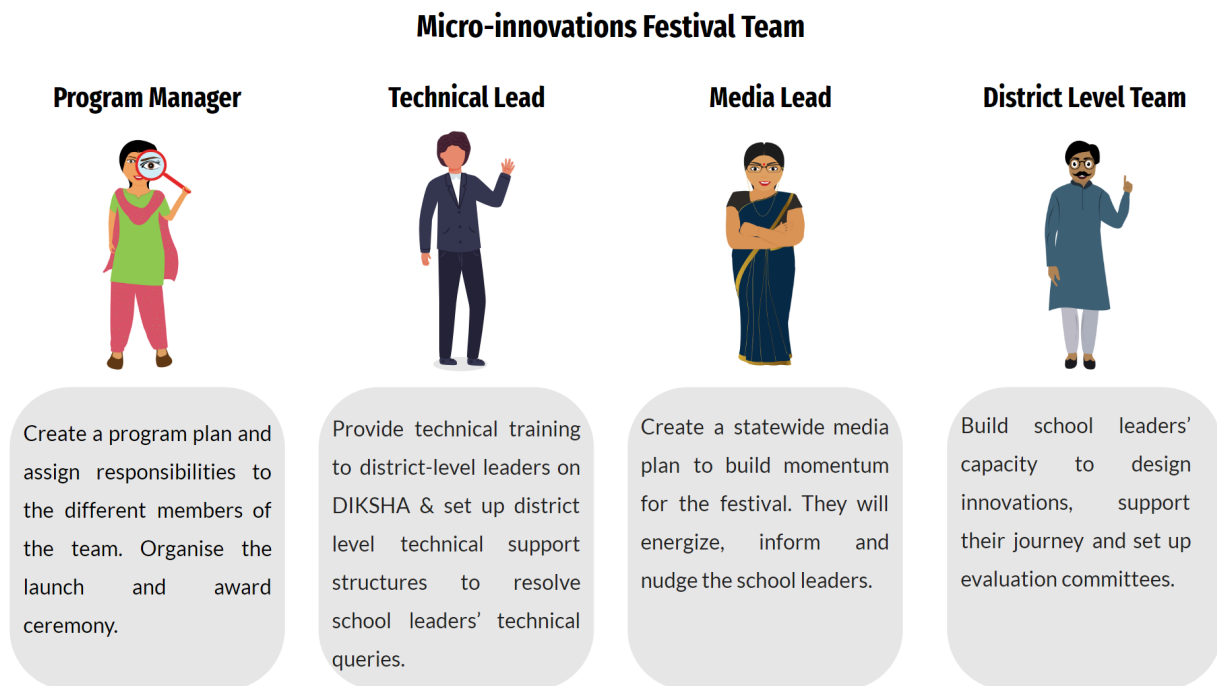
The state will be able to:

1. Energize school leaders to drive innovative practices at school using the micro-improvements approach
2. Provide a platform for sharing their innovations at the state level
3. Appreciate school leaders who drive a continuous journey of micro improvements

Expected outcomes

1. x% school leaders participate in the event
2. y% of school leaders complete a micro-improvement project
3. The state creates a repository of stories of improvements
4. The state organizes and conducts a Micro-Innovations Awards festival effectively

Roles of various stakeholders



Activities

The festival can be organised in three broad stages -



Pre-festival stage

#	Task Name	Description
Step 1	Set-up Festival Committee	To create a state-level Micro-Innovations (MI) Festival team and District MI festival teams. These teams will convene, anchor and monitor the entire program
Step 2	DIKSHA Platform readiness	To launch the festival using the DIKSHA app, the MI Festival team should refer to the following document Click here for the platform readiness guide
Step 3	Festival preparedness	The MI Festival team will ensure: <ul style="list-style-type: none"> A. Composition of jury members for each district and at the state level B. Communication and media plans are created at state and district level C. A technical orientation is planned for state and district teams D. Set up of district-level technical teams for DIKSHA query resolution

		<p>E. Micro-improvement project themes are finalized along with a detailed orientation plan</p> <p>F. Evaluation process for the MicroInnovation awards is finalized</p> <p>G. Curation of resources to assist school leaders to register and complete improvement projects on DIKSHA platform</p> <p>Click here for guidelines on a recognition structure.</p>
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Festival stage

#	Task Name	Description
Step 1	Launch the festival	During the launch, the MI Festival team would have to orient the school leaders about the festival and its timeline, their journey, and how to use DIKSHA as a platform to share their micro-innovations
Step 2	Regular checkpoints	<p>The MI Festival teams (state and district) will:</p> <ul style="list-style-type: none"> A. Set up review processes to support school leaders through their journey (fortnightly meetings, school visits, tech support etc) B. Create spaces for school leaders to share their progress and learn from one another C. Media team can be leveraged to create buzz about the festival by regular sharing of projects and event details in newspapers and other media platforms
Step 3	Evaluation of micro-improvement projects	DISTRICT LEVEL SELECTION

		<p>A. The MI Festival team will orient the district jury members on the evaluation process</p> <p>B. The district juries would then nominate 3 best micro-improvement projects within their districts</p>
		<p>STATE LEVEL SELECTION</p> <p>A. The MI Festival team will orient the state jury members on the evaluation process</p> <p>B. Based on the state jury and peer evaluation, the 5 best micro-improvement projects will be selected for awards</p>
Step 4	Organize the Micro-Innovations Award ceremony	<p>The MI Festival team will:</p> <p>A. Plan the Micro-Innovations Awards ceremony</p> <p>B. Conduct the Micro-Innovations Awards ceremony</p> <p>Click here for Micro Innovation Award 2020 - Event flow</p>

Post-festival stage

#	Task Name	Description
Step 1	State Micro-Innovations Festival Report	The state creates an overall impact and outreach report of the festival with data metrics.
Step 2	Coffee Table Book	In order to appreciate and document the stories of different school leaders who drove innovative practices in their schools across different districts, the MI festival team will create a repository of about 50 stories.

		These stories will be sourced from the district-level evaluations.
Step 3	Leaders' Stories: Video Series	Local media channels can telecast these video stories on their channels.