

CONFERENCE RECOMMENDATIONS

1. Educational authorities should ensure that:
 - (a) The development of learning materials evolves from the aims and objectives of education, and from the requirements of the curriculum and the needs of the learner.
 - (b) There is close interaction and co-operation between teachers and those who are developing new curricula and educational materials for use in schools.
 - (c) Teachers receive, as an integral part of pre-service and in-service training, whatever instruction they need to enable them to take full advantage of the equipment and materials that may be available to assist them in their work.
 - (d) When budgets for the purchase of new equipment are being prepared, or contracts are being awarded, long-term considerations of supply and support should be borne in mind as well as short-time financial benefits. Qualities of durability and simplicity are often preferable to ideal standards of refinement and sophistication.
 - (e) Selection committees for textbooks and other educational materials are fully representative of all those groups that can contribute to the selection process.
 - (f) Procedures for supplying textbooks and other school materials should be designed to alleviate financial strain on parents.
 - (g) Consideration is given to setting up audio-visual advisory groups to investigate and make recommendations for the technical standards, purchase, storage and utilization of equipment and materials.
 - (h) Any equipment for use in schools is accompanied by operation and service manuals plus an adequate range of spare parts and accessories.
 - (i) Mobile maintenance units are provided where other arrangements for servicing and repairing equipment are unsatisfactory.
 - (j) Well-staffed advisory services are available to support teachers in their work, particularly in educational systems that are being expanded and developed rapidly.
 - (k) Financial and other forms of assistance are available to support local initiatives in the provision of materials for formal and non-formal education.

- (1) Information about appropriate practices and materials associated with educational technology is widely disseminated.
2. Governments are urged to:
- (a) Conduct a survey of learning and teaching resources available in their schools with a view to co-ordinating and making the most effective use of them.
 - (b) Pay particular attention to, and provide adequate human and material resources for, the production of learning and teaching resources developed from easily-available and inexpensive local materials.
 - (c) Provide appropriate support for personnel involved in curriculum development, materials production, and in-service training.
 - (d) Establish tape copying and exchange services as a necessary support to educational broadcasting.
 - (e) Make special provision of teaching materials for the teaching and learning needs of handicapped children.
 - (f) Ensure that aid programmes are directed to meeting priority needs of recipient countries, and that the follow-up implications are determined at the initial planning stage.
 - (g) Encourage teaching about the Commonwealth by providing master sets of material about their own country for use by others on a copyright-free basis, where necessary with assistance from the Commonwealth Secretariat.
3. The Commonwealth Secretariat (in association with other agencies and international organizations where appropriate) should consider:
- (a) Disseminating as widely as possible among member countries, information on developments in educational equipment, educational materials, and related teaching and learning procedures.
 - (b) Establishing a clearing house which would assist Commonwealth countries to obtain reproduction rights for educational materials among member countries.
 - (c) Reaching agreement on a common system of cataloguing non-book materials.
 - (d) Investigating the design of equipment, including unsophisticated equipment, which meets the educational needs of member countries, and disseminating the results of the investigation.
 - (e) Assisting member countries in evaluating educational equipment and materials, in a manner that takes into account their costs and their benefits.
 - (f) Assisting the interchange of educators between Commonwealth countries for short periods so as to enable them to gain insights into teaching practices and the preparation and

provision of educational materials.

(g) Collecting and disseminating information on the experience gained by Commonwealth countries in various forms of individualized and group learning procedures.

(h) Setting up regional centres for initiating educational research and development and for improving communications between the Secretariat and member countries.

(i) Encouraging and providing assistance for national and regional programmes relating to educational materials.

(j) Consulting with appropriate organizations about the qualities required of educational equipment and materials to be used and stored in regions of climatic difficulty.

(k) Encourage research into ways in which schools can make use of materials that are normally discarded.

4. Commonwealth countries with similar problems in the preparation and provision of educational materials should endeavour to pool their experience.

5. Countries at different levels of development should endeavour to co-operate in the design, production and exchange of educational materials on a bilateral and regional basis.