

ALOK INSTITUTION  
UDAIPUR | RAJSAMAND | CHITTORGARH



आलोक संस्थान

भारतीय विश्व विद्या प्रतिष्ठानम्

# ALOK SENIOR SECONDARY SCHOOL

## Information Handbook



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कर्मयोगी आचार्यद्वय श्री श्यामलाल कुमावत  
(1933 से 2018)

प्रेरकः  
सूचकश्चैव वाचको दर्शकस्तथा।  
शिक्षको बोधकश्चैव षडेते  
आचार्य श्यामलाल स्मृताः॥ नमो नमः

प्रेरणा देने वाले, ज्ञान देने वाले, अच बताने वाले,  
अज्ञता दिखाने वाले, शिक्षा देने वाले,  
और बोध कराने वाले-

ये सब गुण आचार्य श्री श्यामलाल जी हमें सिखा गए।  
ऐसे महान् शिक्षा देने वाले, और बोध कराने वाले  
आंचे गुरु श्याम जी को नमन्



# Origin and History

अलसस्य कुतो विद्या अविद्यस्य कुतो धनम्  
अधनस्य कुतो मित्रममित्रस्य कुतः सुखम्॥

The **founder-chairman Sh. Shyamlal Kumawat** laid the foundation of Alok Sansthan on 29th, June 1967 at Panchwati, Udaipur to make purposeful contribution to society by way of providing valuable educational services to the student fraternity. The Institution was initiated under the aegis of Rashtriya Shiksha Samiti, Udaipur and has grown with a vision that created one of the greatest educational places in the history of school education in Udaipur and the region.

The visionary **Shri Shyamlal Kumawat** started from a humble beginning with only 111 students and a handful of faculty members with limited resources, accessories and facilities at a place called Panchwati in city of Udaipur. Progressively leading through the path of success the institution opened another branch in July 1976 at Hiran Magri, Sector 11, Udaipur with the sky high ideals, Indian values, traditions and culture with a commitment towards excellence and quality. Now, today it has taken the huge shape of a vibrant, dynamic and responsible institution in school education within the region. Subsequently, Alok institution came with its third branch at Fatehpura, Udaipur in the year 1984 and later on fourth branch in the year 2001 at Rajsamand district & fifth one at Chittorgarh.

220 Today, Alok institution stands apart and possess a  
19 distinguished platform, as a great educational success.

This could be achieved simply by virtue of the quality teaching methodology and pure philosophy of sanskar, values that Alok Institution has evolved, developed and implemented over the years. It is justifiably rated among the best institution of region offering an array of highly effective learning and result oriented school education at all levels.

It has been 51 years in serving & guiding students in fulfilling their dream to build bright career and enhanced living. Since beginning its objective is to enable each student to be a youth dedicated to learning, nation, society and family with moral values and superior characters, and to achieve success in learning & knowledge with overall development of children through education.



Origin and History

# Message by Chairman

## Message by Chairman



Alok is meant for the total development of mind, body and soul to soar high with the wings of knowledge, wisdom and Samskaras, to unfold the capacities and to master the mind, to rule the hearts & to lead a life of dignity and esteem.

Alok believes that truth can be sought through accurate understanding of the today's demands of every parent, who lays trust in 'Alok'. A good start in school which is very important for future success is our goal. Getting your child ready to meet challenges of future is the biggest responsibility of teachers as well as you parents.

Alok is unique in its efforts. What differentiates us from the rest are the Sanskars that students imbibe while studying here. We are not running as an industry for profit purpose but our operations are centered on doing something meaningful for the society at large. Our commitment and self discipline are the edifice of this magnificent and splendid institution.



आलोक संस्थान  
भारतीय वैदिक विद्या प्रतिष्ठानम्  
A Triy Vidyan Education School

ॐ आदित्यगम पूर्णसुखाभिरामम्  
समस्तसाक्षिम् तमसः परस्तात्

EDUCATION FOR A WORLD OF DIFFERENCE...

॥ आत्म दीपो भव ॥



## Message by Director

"We believe that 'ignited young minds' charged with eternal values of India is the resource the country needs today to build a better tomorrow and this is our

**Dr. Pradeep Kumawat**  
Director  
Alok Institution

हमारा यह विश्वास है कि जाग्रत मन ही भारत के शाश्वत मूल्यों से परिपूर्ण होकर एक स्रोत में परिवर्तित होता है जिसकी आज भारत को आवश्यकता है। भविष्य को उज्ज्वल बनाने एवं निर्माण करने के लिए, और यही हमारी परम्परा है 'आलोक संस्थान' में।

Alok is an epitome of an ideal institution as visualised by the most adorable founder chairman of this institution. It is a prodigious journey to contribute our nation with best citizens. Alok has played pivotal role in giving fruitful outcome. It has proved itself through its earnest endeavors to ensure sincere service to the nation.

Alok is a treasure of both the extremities tradition as well as technology. It has laid remarkable stepping stone by raising the issue of Bhartiyam and teaching all the subjects through e-class room concept. This will help to go a long way for students to lay a firm foot in the global market after accomplishing their education. Information technology is the demand of time. To run with the pace of time we have introduced this modern concept of education. We are confident we shall reach the goals set by us, and our children should touch the pinnacles of perfection. The heights reached and kept by great men were not attained by sudden flight, but by toiling upward in the night, while their companions slept.



# Philosophy

The academic and co-curricular achievements of Alok Institution students have placed the school amongst the foremost educational institutions of the state of Rajasthan. Its students participate in a record number of national and international activities organized to broaden their horizons and in particular to equip them with an international outlook and a global vision.

## आत्म दीपो भव

तमसः परस्तात्

### अज्ञानतिमिरान्धस्य ज्ञानांजन शलाकया। चक्षुःखन्मीलितं येन तस्मै श्री गुरुवे नमः॥

'आलोक' की स्थापना की पृष्ठभूमि में "भारतीय संस्कृति पर आधारित मूल्यों का विकास रहा। इसलिये प्रारम्भ से ही ऐसे कार्यक्रमों की रचना की गई जिससे बालक में व्यक्तिगत रूप से वे संस्कार पड़े जिससे वह भारत का भावी श्रेष्ठ नागरिक बन सकें। आज 'आलोक' के 51 वर्ष स्थापना के हो गये हैं। अब आलोक की परम्पराएँ बन गये हैं। 'आलोक' से निकले छात्र हर क्षेत्र में अपने संस्कारों की छाप प्रदर्शित कर रहे हैं।

अंधकार का अपना कोई अस्तित्व नहीं होता। प्रकाश की उपस्थिति ही अंधकार का नाश है। प्रकाश के बिना सृष्टि का कोई अस्तित्व नहीं है। श्रृष्टि प्रकाश की ही ऊपज है। अंधेरे की खोज..... कहाँ है अन्धेरा ?कोई है ?जो मुझे दीये की रोशनी में अन्धेरे को ढूँढने में सहयोग कर सके। लो मैं हूँ....। लेकिन अब अन्धकार कहाँ है ?हूँ....

प्रकाश की अनुपस्थिति ही अन्धकार है। आओ, तिमीर को भगाएँ, दीया जलाएँ।

उदयपुर सपनों का रूमानी शहर.....झीलों की नगरी उदयपुर। इस झीलों के शहर का पानी हर साल भले ही बदलता हो, पर इसके पेंदे में अनगिनत कहानियाँ समाई हुई हैं। बहकर आई मिट्टी के हर कण में छिपा है एक इतिहास, न जाने कितने स्वप्न इस शहर का हिस्सा बन गए और कुछ स्वप्न रेत पर बहते पानी की तरह निकल गए। सपने देखना और स्वप्नद्रष्टा होना दोनों अलग-अलग बात है और ऐसे ही स्वप्नद्रष्टा हैं श्री श्यामलाल कुमावत, जिन्होंने सिर्फ सपना ही नहीं देखा.....द्रष्टा बने।

सतत् श्रम की कुदाल से श्रम के पाषाण खण्ड पर अपनी छैनी और हथोड़े से चोट कर सृजन की सुकल्पित प्रतिमा को साकार कर नाम दिया.....'आलोक'।



# Branches

- Alok Secondary School (RBSE)**  
Panchwati, Udaipur (Raj.) Ph. 0294-2529195
- Alok Senior Secondary School (RBSE)**  
Fatehpura, Udaipur (Raj.) Ph. 0294-2451200
- Alok Senior Secondary School (CBSE)**  
Hiran Magri, Sec.11, Udaipur Ph. 0294-2583488
- Alok Senior Secondary School (CBSE)**  
New Shiv Nagar Colony, Jawad bypass, Rajsamand  
Ph. 02952-224225
- Alok Senior Secondary School (CBSE)**  
Vil. Surajpole, Foothill Fort, Chittorgarh
- Alok Kids**, Hiran Magri, Sec.11, Udaipur
- Alok Open School**, Panchwati, Udaipur
- Alok Vivekanand Hostel (Boys)**  
Hiran Magri, Sec.11, Udaipur (Raj.) 0294
- Alok Girls Hostel**, Hiran Magri, Sec.14, Udaipur
- Sports Complex**, Hiran Magri, Sec.11, Udaipur
- Sanskar Dhyan Kendra**, Titardi, Udaipur



## The Campus

The School has a sprawling campus, aesthetically designed building with a huge sports complex. The magnificent campus covers the Academic and Administrative Blocks. The school has four majestic blocks for Pre School, Primary School, Middle School and Secondary, Sr. Secondary Students.

## Location

Alok Senior Secondary School is situated near National Highway in lush green serene salubrious and vibrant environment away from the maddening crowds. The school is well connected with air and train route from all parts.



# Aims , Objectives, Features, Distinctiveness



## Aims & Objectives

Youth of India for the New Millennium is the sight that has been set for Alok. It is striving to emerge as the grooming ground for the young ones who are to lead our country into a brighter tomorrow. Committed to excellence, we seek to educate our students to be responsible productive and creative citizens of the world with the skills to think globally, reason critically and communicate effectively. Students are encouraged to imbibe a sense of pride in the Indian cultural heritage and traditional values as well as adopt themselves to the changing needs of today's competitive world and foster in themselves an intellectual perspective, deep functional knowledge and commitment to life long learning.

## Features

- Our faculty comprises of a strong group of highly qualified, progressive, diversified, motivated and component members who are committed to provide quality education along with the development of talents and skills so as to help every student achieve his/her highest potential.
- The environment of the school provides total freedom of thought and expression to the child, so that the child can use his/her potential to the optimum.
- Rich and attractive morning assembly where a day at Alok begins with chanting of Shlokas by students that reflect practical wisdom and moral values.
- Effective parents participation and live parent teacher contact. PTA meetings and regular interaction programmes are some of the initiatives in this direction.
- The teacher student ratio is 1 : 40 at all levels.
- The School has a well built Hostel for Boys with modern state of Art infrastructure.
- Alok Sr. Sec. School is an English Medium Co-educational School.
- The school is ahead of time in technology and traditional trends.

## Distinctiveness

- Yoga and meditation are part of regular curriculum.
- Audio, Video CD's rom library for ready reference.
- E-Class computer assisted learning where students plan and prepare their own lessons.
- No fail system up to Pre School.
- No ranks but grades to all students based on 9 point scale.
- Project based studies in all subjects.
- Social service league to inculcate qualities of service to others.

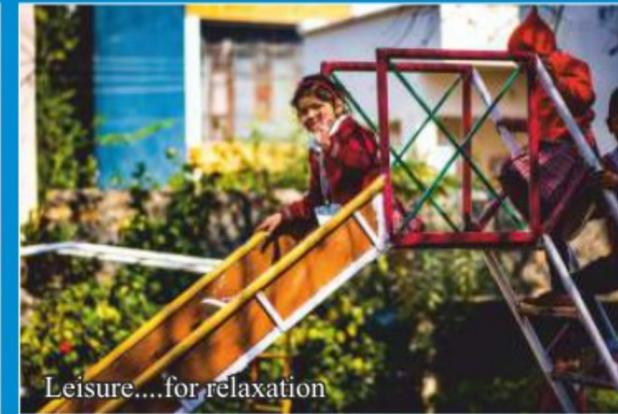
# EVENTS & CELEBRATIONS



Initiating New thoughts...



My Temple of Learning...



Leisure....for relaxation



Paani, Pienie and Pipes...



Masti during break...



Time for some creativity...



Meditation...nutrition for soul



Learning is celebration...



Fun race with Jalebi

# EVENTS & CELEBRATIONS



Junior Master Chef...



Dancing on rhythm...



Respecting elders...our culture



Mime : A silent expression



Medals to winners...



Initiating by unfolding...



Art is not confined ...



Serving society...objective of education...



Inke ghar bhi diya jale...

# EVENTS & CELEBRATIONS



Laughter...A new medicine for fitness...



A good start with a prayer...



Spandan...Empathy



Together we win...



Express to impress...



Pep to Tap...



Together we win...



Nav Samwatsar...our way to celebrate



Sharing & Caring...

# EVENTS & CELEBRATIONS



Guru...over and above God...



Personal touch...



RTE...every child's right



Adoring responsibility...



Gratitude...



Glorious history of more than 50 years...



Empowering girls...



Tribute to our heroes...



Yog : to add...

# Infrastructure

## **ALOK SENIOR SECONDARY SCHOOL HIRAN MAGRI**

The wide spread Infrastructure of Alok Institution speaks itself of its enormous contribution to the school education, exceptional and one of its kind and enviable provides the perfect environment of learning and studies, Alok Institution's Rajat Jayanti bhawan and central office at hiran magri branch Alok senior sec. school is housed in a unique, multistoried building that blends old and new styles by incorporating a substantial Gurukul touch into a functional modern structure.



CBSE affiliation no. 1730007  
School Code : 03728

Infrastructure





# Alok Kids

## A Truly Indian International School

Every Child is Unique One's goals and aspirations are different from another's. That's why we believe that it is important to reach out and give personalized attention to each child to make each one feel that she or he is the only one.

**At Kids Planet :** The classes adopt play way and activity-oriented approach with emphasis on the improvement of speaking, reading and writing skills. The program then detects flaws in the child's pronunciation of words during the course of the dialogue and prompts the child to correct the usage immediately, without which it won't respond to the child's innate curious questions. Thus the kids learn the science of accurate pronunciation effortlessly even when their counterparts are still grappling over mastery in speech.

We want learning to be fun, and for every child to do the very best they can. We provide a broad and balanced education the highest academic expectations in :

Audio visual learning , Play way learning , Developing Food habits.

### Reading, writing and mathematics

Coupled with opportunities to enjoy and excel in the arts, physical education by sporting and a modern English language.

### Language development

It is important that children understand communication not just through speaking but also by using the body language and gestures

### Knowledge development

It is crucial that a child's learning, understanding, problem solving, reasoning and memory skills are enhanced through various activities.

### Physical education development

At the very early age the child should be able to use his or her hands not only to eat and dress but also to draw play write be

creative and inventive and in the process develop aesthetic skills. Developing simple skills how to sit, stand walk and run keep balance and change position.

### Personal awareness

Habits are formed in this stage it is imperative that children learn not only about themselves but also develop independence, safety & hygiene.

### Socio-emotional awareness

It is very important that children learn to build positive relationships with their family, friends and teachers. All the great things about our Kids Planet by Alok Institution and we hope that you will enjoy playing a part in our continued success. During the two years of pre-school education, children explore and understand the physical world around them through various play way methods. Special emphasis is laid on muscular development, co-ordination of hand and eye, control of limbs sensory perceptions and social skills.



# Infrastructure

## Digital Classroom



The institution promotes the moral values among students by inspiring them to celebrate birthday according to Hindu tradition & by seeking blessings of elders & Goddess Saraswati.

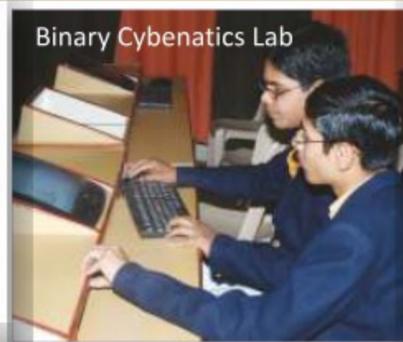
Alok is a step-ahead to promote e-classroom teaching. It has spread its wings by constructing e-class & Binary cybernetics computer lab which are well equipped with digital camera, video camera, scanner, C.D./DVD Rom/writer, web camera, LCD projector etc., multimedia theater has been constructed for facilitating students with dynamic presentation through DALP projector, LCD projector, overhead projector, Pentium-4 computers, mini cinema theater & 2600 watt Audio system. This theater can accommodate 120 students.



Swimming Pool



Pavillion



Binary Cybernetics Lab



Badminton Court



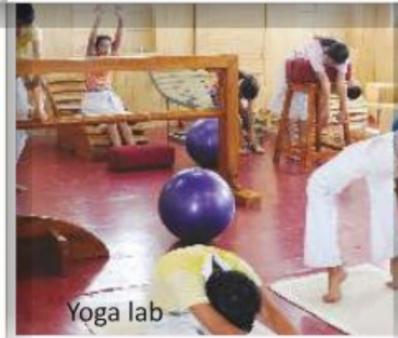
Library



Table Tennis



Basketball Court



Yoga lab



Computer Lab

Infrastructure

# Curriculum & Scheme of Studies



The School follows the curriculum, syllabi and textbooks prescribed by the CBSE for all its classes. The Medium of Instruction: English, which is also the first language taught at the School.



## Class XI and XII - Science Stream

### Classes I & II

English, Hindi Language, Mathematics, Environmental Studies, Art & Craft, Moral Science, Music, P. T., Computer Science and Work Experience.

### Classes III & IV

English, Hindi Language, Mathematics, Science, Social Science, Sanskrit Language, Art & Craft, Moral Science, Music, P. T., Environmental Studies, Computer Science and Work Experience.

### Classes V to VIII

English, Second Language (Hindi), Mathematics, Science, Social Studies, Third Language (Sanskrit), Art, Moral Science, P. T., Music, Environmental Studies, Computer Science and Work Experience.

### Classes IX & X

English, Second Language (Hindi/Sanskrit), Mathematics, Science and Technology, Social Science, Art, Physical Education, Environmental Studies, Computer Science and Work Experience.

1. English Core
2. Physics
3. Chemistry
4. Biology / Economics
5. Mathematics / Hindi Core / Sanskrit Core / Computer Science / Entrepreneurship / Multi Media & Web Designing (Not with Biology) / Physical Education
6. Additional subject

(Students seeking admission to Science Stream need to follow the Institutional rules.)

## Class XI and XII - Commerce Stream

1. English Core
2. Economics
3. Business Studies
4. Accountancy
5. Mathematics / Hindi Core / Sanskrit Core / Computer Science / Entrepreneurship / Multi Media & Web Designing / Physical Education
6. Additional Subject.

(Students seeking admission to Commerce Stream need to follow the Institutional rules.)



# Rules & Regulations

## Rules & Regulations

### ADMISSION :

- The admissions starts in the month of March except class XI & XII.
- No student is admitted to the school without a written test.
- No admission will be considered until all the requirements are fully met. A Transfer Certificate (t.c.) from a recognized school will be required when admission is granted to class first and onwards.
- Admission in the class X and XII as per the norms issued by CBSE.
- If students comes from a different state, the Transfer Certificate must be counter-signed by the appropriate Education Officer concerned.
- Admission will be confirmed only on payment of all due fees. The fee is non refundable if a seat accepted and later refused.
- The Principal does not bind himself to furnish any reason for rejecting admission.

### REGISTRATION :

Parents should fill in the application form for admission available from the school office on payment. The application form duly completed in all respect along with a non refundable registration fee is to be submitted before or on an announced date every year. The office will acknowledge the receipt of the application and the Registration fee and then a registration number will be given.

### NURSERY :

One month pre conditioning program has made

free of charge in April/May. The school has a very attractive Nursery with a number of teaching aids, Play way equipments etc. A photo copy of the Birth Certificate must be attached to the application form. The minimum age required for Nursery is 3 years on 30th June of the year, in which admission is sought. Monthly fee is payable in four installments. The refreshment charges are for week days and picnic only.

### FEE RULES :

The fees mentioned in the chart is payable in advance before the 10th day of every month. Fees are chargeable for whole year/session in 10 EMIs. The fee once deposited is not refundable or transferable. It is the responsibility of the parents/guardians to deposit all the fees in time otherwise school will be free to strike off the name from attendance register. The school will be free to fill the vacancy thus created. For the Re-Admission the following payments will be necessary: - Dues of the previous month - Late fees - Re-admission fee. Dues of the current month.

### GENERAL RULES :

1. Failure to be present on the appointed date of admission test and interview will mean that the candidate forfeits his/her right to admission.
2. The school reserves the right to admit or reject any student without assigning any reason. The decision of the Principal shall be abiding and final.
3. Documents required at the time of admission.
  - i) One recent passport size photograph.

ii) Countersigned T.C. of the previous school.

iii) Original progress Report/Mark sheet of the previous school.

4. English is the medium of instruction.

5. The enrolment form and the other necessary papers must be filled in with due care by parent/guardian. The name and date of birth of the student once recorded in the enrolment form and school admission register cannot be changed later. An undertaking to this effect will have to be signed with the enrolment form.

### WITHDRAWAL :

A student may be withdrawn from the school only after giving a notice in writing before the 15 days of the preceding month.

1. The Principal reserves the right to ask for the withdrawal of any student who has proved immune to correction.
2. Request for the withdrawal of a pupil must be made in writing by his/her parents accompanied by a remittance of requisite fees for the issue of the School Leaving Certificate.
3. All the dues have to be cleared before a School leaving Certificate is issued. No question of refund of any dues of a child will arise at the time of withdrawal after getting admission into any class.
4. The student shall be suspended or expelled from the school for a limited period or permanently on the following grounds.
  - a) Indiscipline Gross indiscipline, Bad Company.
  - b) Nonpayment of dues / fees.

# Rules & Regulations

## Rules & Regulations

c) Unwillingness to adjust himself to the pattern of school life.

d) At any time, if the authorities are satisfied that such withdrawal is necessary in the interest of the school.

(e) The name of the student will be struck off the rolls after continuous absence for ten days without information. He/she may be readmitted as per rules and the discretion of the Principal. Students are required to secure 90% of the total attendance during a session to be eligible to appear in their final examination.

f) The decision of the Principal shall be final and binding in this regard..

### STUDENT DIARY :

The diary is intended to be used by student to record their school activities and assignments. Parents / Guardians are requested to keep in touch with their ward's day to day progress. This will establish a valuable liaison between the teachers and Parents with regard to the quality of work being done by students both at school and home.

### COURSES OF STUDY :

The courses of study from class first to X include English, Hindi, Sanskrit, Mathematics, Science and Technology, Social Science, Computer Education, Fine Arts & Soft subjects based on NCERT guide lines and approved by CBSE.

### MEDIUM OF INSTRUCTION :

The medium of instruction from Nursery to class X

is English. English is to be studied as first language. Hindi is used in various educational activities. Sanskrit is to be studied as third language. Computer Education is compulsory for all from first grade & upwards.

### TRANSFER CERTIFICATE :

Students leaving school may obtain Transfer Certificate from the office after clearing the school dues and on payment of the Transfer Certificate fee.

### SCHOOL PLANNER - ALMANAC :

School prints its own planner It is set for the whole academic year from July to June. Students use it as a handbook guide to follow school schedule for inter house competitions, Saturday activities, Unit tests, Exams holidays, celebrations and other information regarding school activity.

### LEAVE :

Students will be granted leave only for urgent reasons and on receipt of the written application. The permission of the Principal is to be obtained before the leave is taken. Medical Certificate must be presented in case of long illness lasting for more than three days. A notice of three days must be given for any certificate or documents required from the school office. Parents should follow the instructions given to them from time to time.

### SCHOOL UNIFORM :

The school would prescribe a definite dress code to

install a sense of belongingness and camaraderie among fellow students. School will recommend a set of regular uniform for daily school.

### VISITORS :

All visitors or Parents/Guardians to the school are required to report at the Reception for any personal contact with students or school authorities

The Management and staff take pride in welcoming you to our fold and to be edifice of excellence. You may find elements of your vision elsewhere. However, we assure that you have made the right choice for your child and we will leave no stone unturned in transforming your child to be someone who will become an achiever in his/her chosen field of specialization and who will contribute even if in a little way for a better world tomorrow.





**डॉ. प्रदीप कुमावत**  
निदेशक

छात्रावास केवल शिक्षा के लिए सुविधा उपलब्ध कराना नहीं। आलोक एक दूसरी सोच रखता है। व्यक्तित्व विकास और भावी जीवन की चुनौतियों का सामना करने अपने निर्णय स्वयं लेने की क्षमताओं के विकास का पूरा वातावरण विवेकानन्द हॉस्टल प्रदान करता है।

विभिन्न आयोजनों में प्रबन्धन से लेकर त्वरित कार्य सहयोग, सम्पर्क, सेवा, संकल्प और शैक्षिक उन्नयन के लिये स्वस्थ प्रतिस्पर्धा यदि कोई सिखना चाहे तो आलोक संस्थान और विवेकानन्द हॉस्टल अपने आप में उत्तर है। व्यक्तिगत विकास के साथ सामंजस्य, चुनौतियों का सामना व समस्याओं ओर कठिनाईयों से जूझने के लिये जिस श्रम और मार्गदर्शन की आवश्यकता है आलोक कुशल नेतृत्व से वो सब प्रदान करता है। आधुनिक सुख सुविधाओं से युक्त छात्रावास जीवन मूल्यों की शिक्षा भी सूरज की तरह चकाचौंध पैदा करती है, वह आलोक है।

यहाँ से पढ़कर निकले छात्र विश्व पटल पर अपनी अलग पहचान बनाने में सफल हुए हैं। कुशल नेतृत्व प्रदान करने और समाज में नवाचार और बुराईयों से लड़ने का जज़्बा भी यहाँ के छात्रों का विशिष्ट गुण है। जीवन के सबरंग खेलकूद, आयोजन, अत्सव, चरित्र निर्माण, उत्साह, धर्म, संस्कृति, आधुनिकता, जीवन मूल्य और समय से एक कदम आगे चलने जैसे गुणों का स्वाभाविक विकास हो, ऐसा समग्र वातावरण 'आलोक' के छात्रावास प्रदान करते हैं।

आईये, अवसर मत जाने दीजिये।



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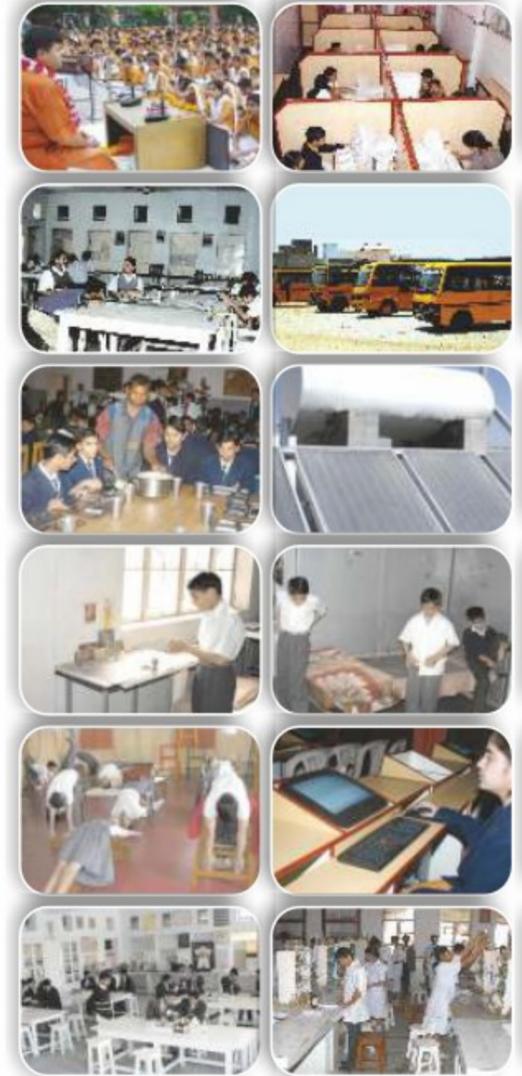
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