Guidelines for conducting MOOC Courses

Certain courses in the Scheme of Studies of all programs should be identified to be offered in MOOC form. Online courses other than those listed in the scheme may also be offered which can replace the program/open elective courses listed in the scheme. As per UGC 20% of the courses in the curriculum may be taught through full MOOC. Registration by students in these course is compulsory.

Three possible modes to take MOOC course

- Self-learning through online (SWAYAM/NPTEL/COURSERA/EDX/UDEMY) platforms with certification (Full MOOC)
- Blended learning mode
- Supplementary Mode
- Beyond curriculum- Skill Development and Certification

1. Self-learning through online platforms with certification(Full MOOC)

- Courses must be identified by departments from online platforms well before starting of the semester and the floating of choices for elective courses.
- The course content should be mapped to a minimum 80% similar to the selected curriculum course.
- Course duration, start date, end date, exam date and fee for certificate should be considered for selection of the courses.
- Duration of the course should not be less than 12 weeks.
- The start and end date should be within the semester dates.
- Once the courses are selected they should be vetted by Board of Studies and approved by Academic council.
- Certification by students is must for these courses.
- No Attendance requirement for students.

- Certification fee to be paid by students.
- Course certificate should be generated at least 10 days before the announcement of semester results so that this course should be included with other courses for that semester results.
- It is students' responsibility to submit the assignments and other evaluation timely as stated on the portal of on-line course in which they have registered. Student has to give exam and secure the minimum required marks to pass the course.
- The course instructor also needs to register for that particular course and can skip the certification part. This will help them guide the students if they have some course content related doubts.
- Equivalent grade will be awarded as per the secured marks/ grade in the on-line course. Moderation of grades to be done as per guidelines.

2. Blended Learning Mode

- Courses should be identified from any of the massive open online platform such as SWAYAM, NPTEL, Coursera, Edx, Udemy etc. well before starting of the semester and floating of choices for elective courses.
- Mapping of the content of MOOC course should preferably be 70% similar to the selected curriculum course.
- Course duration start date and end date should be considered for selection of the courses. It is just to ensure that the student can get the study material throughout the semester.
- The course instructor also needs to register for that particular course to get the study material. This will help to guide the students in one or two-hour facilitation class if any of the student has some course content related doubt.
- An active LMS is required to help the student to supplement the on-line course content.
- An internal assessment process should be followed to assess students for grading purpose.
- In every class, course instructor needs to announce the topics to be covered in upcoming week so that students and instructor can go through that topic in week's time and doubts, discussions and assessment can be planned on that topic in the next class.
- The evaluation pattern of the course should be same as the course evaluated in regular mode.

Contact hours for Facilitation

- **One-hour contact for 3 or less credit** course and **two-hour contact for 4-5 credit** course can be scheduled per week in the time-table. It may vary depending on the percentage mapping and the type of the course (particularly specialization) with the MOOC course.

- Attendance will be counted for such lectures.

3. Supplementary Mode

- Courses should be identified from any of the massive open online platform such as SWAYAM, NPTEL, Coursera, Edx, Udemy etc. well before starting of the semester
- These courses to be studied by students in addition to the regular courses which will be conducted for full hours as per the scheme.
- No certification is required.
- Mapping of the courses may vary.

4. Beyond curriculum- Skill Development and Certification

- Students can do certification from any platform providing such certification courses
- Registration information to be shared with concerned faculty/coordinator/mentor
- These will be counted towards GP credits