

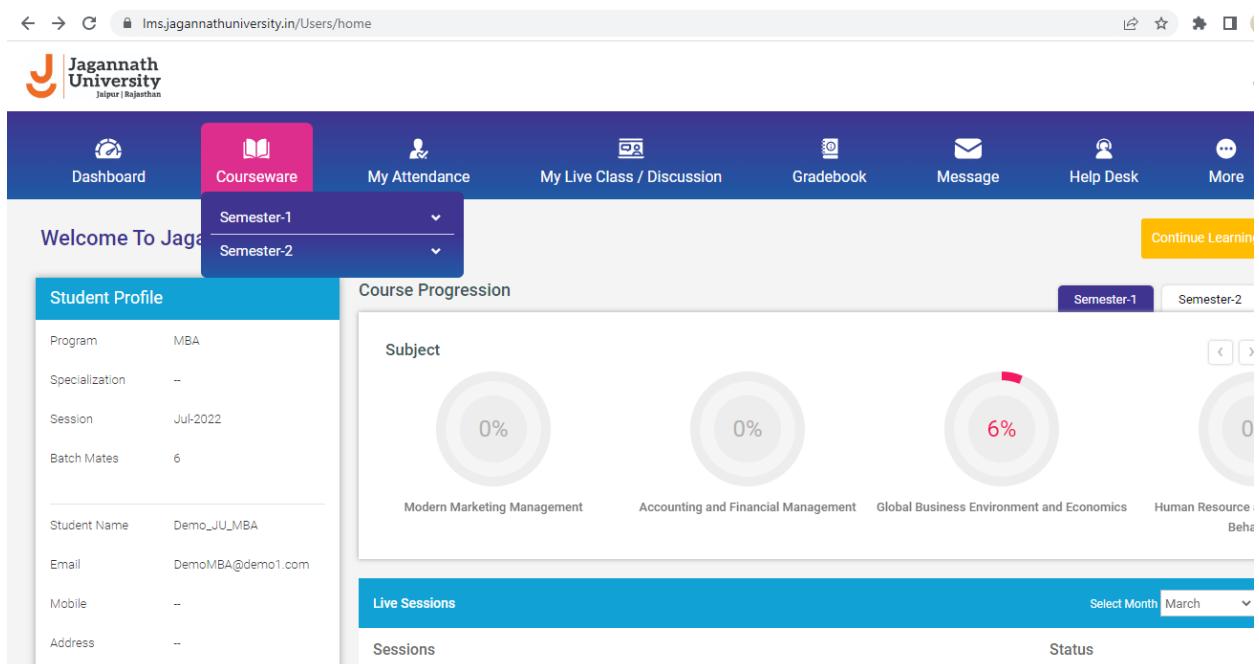
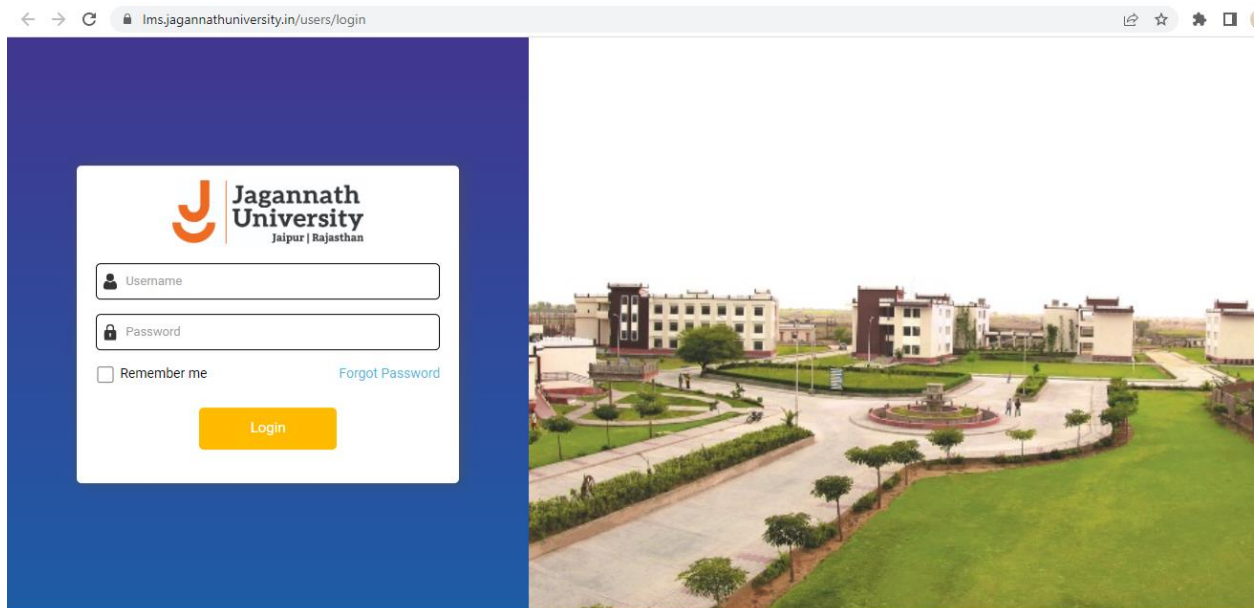
Compliance Status of Learning Platform as per the assessment criteria of UGC (ODL & OL Programmes) Regulation 2020

1. User Friendliness

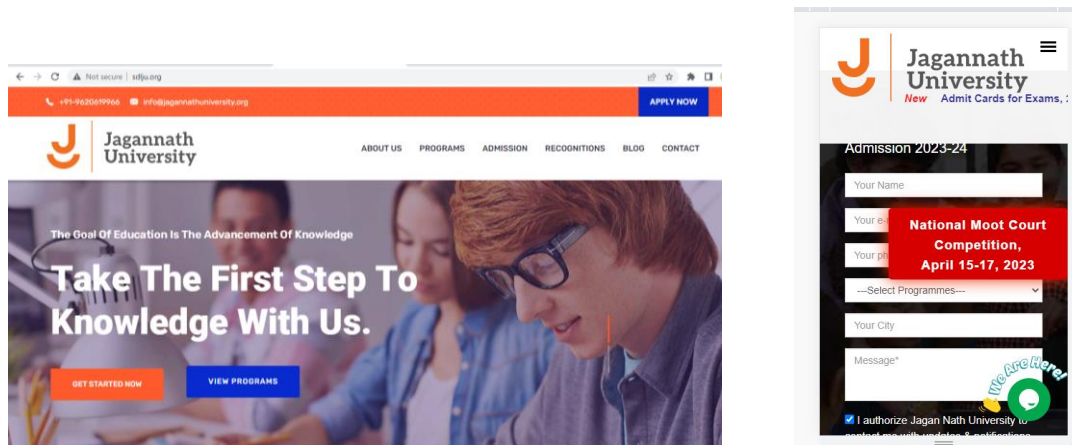
Indicative terms of reference

(i) Ease of use/proper navigation/attractive presentations in User Interface.

- The students are able to login through website to the learning management system for accessing the course.
- Students are able to view their courses clearly bifurcated in semester wise buckets for easier navigation.
- Within each semester-based bucket the students are able to view the course / subjects which they need to access for their enrolled program.



(ii) Availability of Interfaces/delivery mechanisms – web, mobile, desktop, instant messaging, video conferencing, audio graphic systems etc.



- The student can access Learning Management System (LMS) through their desktop and also from their mobile phones, as the application is mobile responsive.
- The LMS is integrated with video conferencing tool (online webinar) for 2-way interactions wherein the faculty can interact with students and vice-versa.
- The learning management system supports all kind of content formats which includes HTML5, MP4, SCORM Files apart from word, pdf, and PPT files.

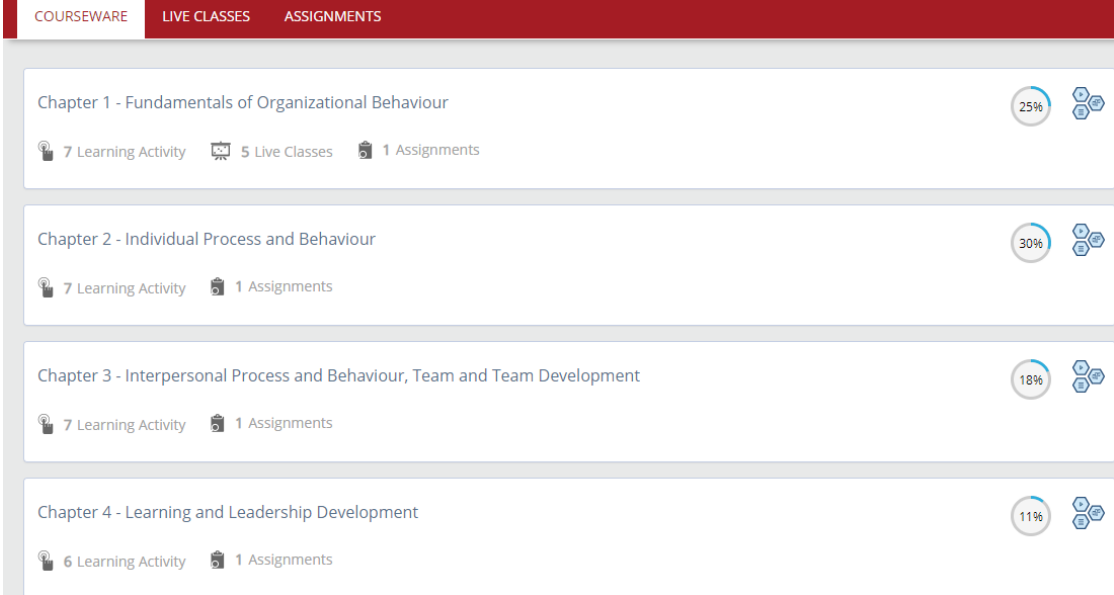
(iii) Availability of proper internet connection in case of web-based interfaces.

- The content files which are stored / uploaded in system can be easily accessed by registered students as the application servers and database server interfaces are different. We have cloud-based servers with service taken from **Amazon Cloud services**. Moreover with our internal leased line connectivity for managing university based processes ensure smoother deliverables of online programs.

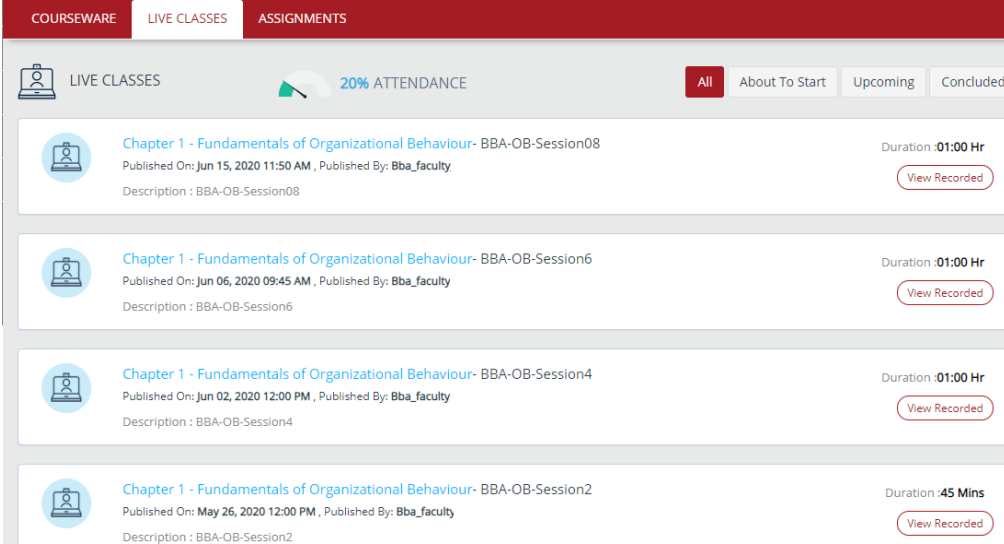
(iv) Representation of content-text/graphical, exercises, tutorials, Examples, case studies etc.

- Within each subject we have chapters divided with below mentioned details:
- Proper representation of content as mentioned below which includes eBooks, study guide, exercises, tutorial videos, gamified assessments, FAQ and Misconceptions, assignments, web resources, discussion forums, live interactive sessions are provided to the students along with simulated case studies at subject level.

Screen Shot Below:



Chapter	Learning Activity	Live Classes	Assignments	Progress
Chapter 1 - Fundamentals of Organizational Behaviour	7	5	1	25%
Chapter 2 - Individual Process and Behaviour	7	0	1	30%
Chapter 3 - Interpersonal Process and Behaviour, Team and Team Development	7	0	1	18%
Chapter 4 - Learning and Leadership Development	6	0	1	11%



Session	Published On	Published By	Duration	Action
Chapter 1 - Fundamentals of Organizational Behaviour- BBA-OB-Session08	Jun 15, 2020 11:50 AM	Bba_faculty	01:00 Hr	View Recorded
Chapter 1 - Fundamentals of Organizational Behaviour- BBA-OB-Session6	Jun 06, 2020 09:45 AM	Bba_faculty	01:00 Hr	View Recorded
Chapter 1 - Fundamentals of Organizational Behaviour- BBA-OB-Session4	Jun 02, 2020 12:00 PM	Bba_faculty	01:00 Hr	View Recorded
Chapter 1 - Fundamentals of Organizational Behaviour- BBA-OB-Session2	May 26, 2020 12:00 PM	Bba_faculty	45 Mins	View Recorded

2. Content Storage and Management Provisions

Indicative terms of reference

(i) **Production of contents:**

- The production of content is in various formats which the Learning Management System Supports like word file, pdf files, HTML5 format, SCORM Files, MP4 Videos.

(ii) **Video-Audio Storage mechanism (name of cloud service provider; streaming services used)**

- All the content including Audio Video Content is stored on Amazon Cloud Servers. The said content is directly streamed through the said cloud-based servers by the assigned students for the respective course.

(iii) Ease of access to content:

- Under University Master, we have provision to create various Re-usable Learning Objects (RLO) which are courses created with all available content.
- The Learning Management System supports the University based programmes under various departments which offers various programmes.
- The said RLO or courses / subjects is easily accessible by any department of the university for creation of their respective programs.
- *Example : A subject like Communication Skills is offered under BBA and same is also offered under BCom, in such cases the said RLO can be easily cloned to the program structure of respective programs and avoid duplication of content.*

(iv) Reliability and availability of content at all times:

- The Amazon Cloud Servers are licensed for automatic incremental usage of space for new content created and stored thus giving us flexibility and reliability for availability of content at all times.

3. Synchronous Interaction Provisions (video/ audio conferencing, live chat etc.)

- Online Live Interactive Sessions (webinars) are conducted through our Learning Management System.
- The provision to invite the registered students for respective course along with real time online interactivity (video / audio) within the faculty and student community ensures that the synchronous sessions are conducted as per schedule for each course.
- Apart from audio / video interactivity, the system also has the provision for live chat with the faculty as an option, during the webinars / online sessions.
- Faculty and student logins in at pre-scheduled date /time for the said session. The calendar for online sessions is published on website and LMS enabling student to attend the session.
- Alerts: Students are communicated through emails and SMS + for the said synchronous online sessions.

4. Asynchronous Interaction provisions (Discussion Forum, Blogs, Wikis, etc)

- While going through the various online learning resources through LMS whenever the student wants to connect with the faculties, the student can share the queries and the faculties can resolve the said query:
- Provision for Discussion Forums: As part of Collaborative Learning, we have discussion forum scheduled as per the calendar. The topic is given by Faculty on which the students have to share their understanding on topic through the LMS.
- The student has been provided the access to connect to university faculties through LMS based messaging and mail system.
- Provision to upload and share documents by student to faculty or from faculty to student available.

- Access is provided to various web resources with articles / blogs enabling students to share their views and interact on the said topics.

5. Learner engagement provisions (Interactive Content, activity management, group projects)

- After registration, the student gets the LMS access and the Mentor connects with students for Course Orientation Session.
- The instructions for accessing the course along with Academic Calendar is provided in LMS for easy understanding.
- Regular Alerts and Notifications (SMS, Email and Call): For Live Online Interactive Sessions, Discussion Forums, Practice Exercise, Assignment Submissions and Term End Assessments.
- The student attendance is marked in system on daily basis.
- The students are provided with Semester wise buckets enabling them to complete the course.
- Every student would complete the course by going through various online learning resources (asynchronous components) which are available for every chapter within a subject.
- Students are required to attend the live interactive sessions conducted for every chapter and also attend the discussion forum for the said subject.

☰
BBA_student ▾

Academic Calendar:

Adm Batch	Counselling Process Starts	Adm Last Date	Learning Period	Exam Form	Assignment Submission Last dates	Exam	Results
Jan Batch	1st Sept to 15th Jan	31st Jan	Feb , March, April, May	1- 15 May	30th May	1-15 th June	15th July
July Batch	1st Feb to 15th Aug	31st Aug	Sept, Oct, Nov, Dec	1-15 Dec	31st Dec	1-15 th Jan	15th Feb

• Dates mentioned above are tentative in nature and in case of any updation the same would be communicated to the students.

Course Conduction:

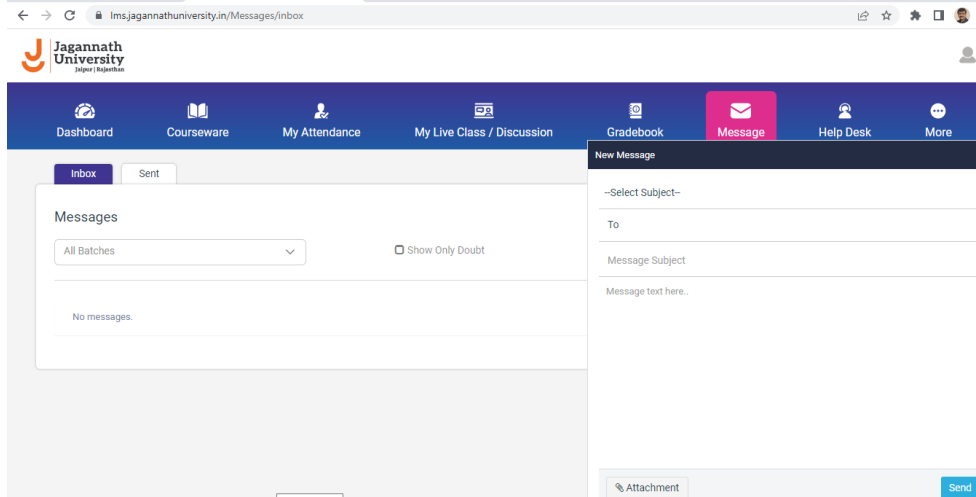
After the registration process, the student would be provided with the login credentials of the Learning Management system (LMS) for accessing the courses online. The login credentials would be mailed to the students within 7 working days from submission of all documents and fees.

The LMS would have semester wise buckets for subjects of the respective programs as enrolled. The provisionally registered students should check if they have submitted all the mandatory documents necessary for confirmed enrollment status.

Every subject would have the following activities for the students -

- Access to Chapter Wise E-Book -
 - One E-book has been provided for every subject at chapter level considering the course objectives.

- Students would attend minimum of 4 hours in a fortnight as per UGC regulations.
- Students need to attempt practise test and practice assignments for every chapter within the subject.
- The calendar for Live Sessions and Discussion Forum is published well in advance enabling the students to attend.
- The students need to submit the assignments which are available in the LMS for every subject which are part of continuous evaluation, as per the timelines provided by the university.
- Student has the facility to connect with the Mentor in case of any queries.
- Student has the facility to connect with our Faculties in case of any academic queries.



6. Peer group interaction provisions (social media integration, group activity, breakout rooms, etc

- Every Student has a provision to view his/her batch mates enrolled for the said course. The students can view the batchmate profile and the student can interact within themselves through the LMS system.
- Discussion forum helps the students to learn from their peers in the learning process.
- Students can also connect through social media page of the university created on Facebook.

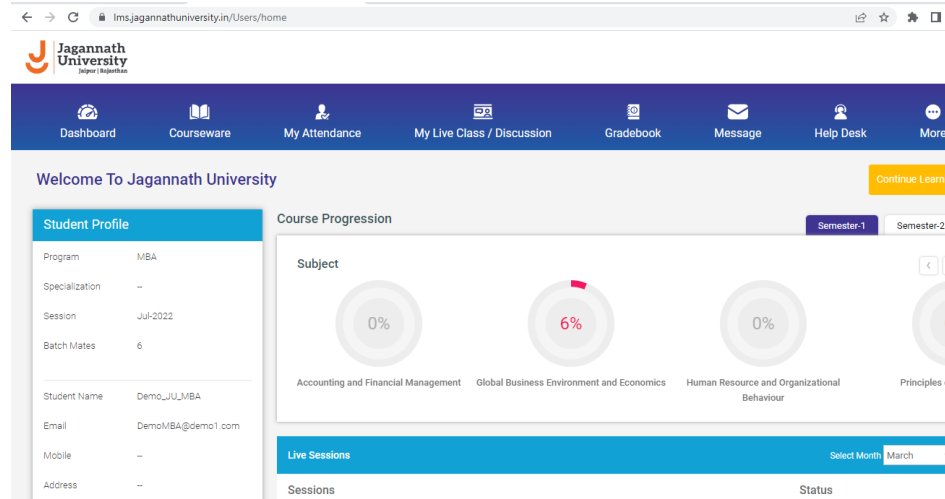
7. Dashboard Option for All Stakeholders

We have the following stake holders/system users:

- System Admin: On the left-hand side the Admin has various tabs to check with the system-based aspects and monitor the process.
- Course Co-ordinators (Master Faculty)
 - The Faculty is able to view various aspects like Total Live Classes, Total Notes Provided, Total Assignments, Student Queries related to the said topic
- Mentors

The mentor is able to check how many students have completed the modules, Live Class Participation, Students Assigned, Discussion Window, Assignments, Messages and Doubts from Students for support purpose.
- Students
 - Students are able to navigate to various tabs provided on left had side navigation bar.
 - Students are able to view the semester wise buckets for available courses which they need to complete
 - Students are able to view the course wise completion / pending activities through their dashboard.

Student Dashboard



8. Availability of Tools to keep student informed about activity and performance, etc.

We have the following aspects to keep students informed about the activity and performance:

LMS has all the communication and notification features.

- Academic Calendar with important dates
- Last Date for Assignment Submissions
- Exam Form and Online Exam related Information
- Grade Book for Online Results
- Calendar for Live Interactive Sessions
- Calendar for Discussion Forums based on subjects
- Ticketing System

System based Notification features (Email and SMS)

- Email Notification for not login in LMS for 7 days.
- Email and SMS Notification for Live Interactive Session:
- 2 Days before the scheduled date and time
- 2 hours before the scheduled date and time
- Notification for Assignment Submission with Last Date
- Notification for Discussion Forums

Messaging System in LMS: The Students are kept informed through the messaging system through LMS:

- Academic Activity: Students and Faculties can interact with the use of said messaging system. One faculty for 250 students as per guidelines.
- Support Activity: Students and Student Relationship Officer interact with the use of said messaging system.
- Team of Student Relationship Officers: We have a team of Student Relationship Officers who call the students, email and message the students with all information / activity update necessary for the students to complete the course successfully.

- Website: Apart from the LMS all information is also updated on the university website.
- The evaluators updates the scores in the LMS for respective students.

9. Support the standard four quadrant approach followed by SWAYAM

- The LMS platform supports the standard four quadrant approach of UGC / Swayam.
- All the online learning Resources in various file formats like PDF, PPT, MP4 Videos, Question Bank updation, SCORM files, similarly live online Interactive sessions, discussion forums, plagiarism tool, Aadhaar verification necessary for learner authentication
- The Learning Management System has below mentioned content and delivery aspects in sync with four quadrant approach

Quadrant	Quadrant Type	Learning Resource Type	Delivery Format
1	E – Tutorial	Recorded Videos	MP4 (Audio Video Content)
		Animation / Gamified Module	SCORM File
		Interactive Videos	SCORM File
2	e-Content	E-book	PDF/ Notes
		Study Guide	PPT / Bullet Notes
		Web Resources	Articles and Reference Videos from Swayam, NPTEL and other platforms
3	Discussion Forum	Discussion Forum	Real Time Technology
		Synchronous Interactive Sessions – Live Sessions	Real Time Technology
4	Assessment	Quiz, MCQ, Question Bank	Excel Based System Upload for Objective Assessment and Document Upload for Subjective questions in assessment in form of Assignments