



# MGM's College of Engineering, Nanded

Near Airport, Off. Hingoli Road, Nanded 431 605

## Standard Operating Procedures

For implementation of online mode of learning through courses offered on SWAYAM -NPTEL platform and Software Trainings offered by Spoken Tutorial Platform of IIT, Bombay

**SWAYAM** (Study Webs of Active-Learning for Young Aspiring Minds) is a programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity and quality.

**NPTEL** is an acronym for National Programme on Technology Enhanced Learning which is an initiative by seven Indian Institutes of Technology (IIT Bombay, Delhi, Guwahati, Kanpur, Kharagpur, Madras and Roorkee) and Indian Institute of Science (IISc) for creating course contents in engineering and science.

A **spoken tutorial** is an audio-video tutorial that explains an activity performed on the computer.

## **Introduction:**

Our Institute is **Local Chapter of SWAYAM-NPTEL [LC 3300] and Spoken Tutorials – IIT, Bombay**. We offer e-learning in a variety of engineering and technology courses through web and video courses that are accessible on the SWAYAM-NPTEL Portal through this local chapter. LC offers software training offered by Spoken Tutorials – IIT, Bombay to build in the competencies in academics as required by the industrial world. The objectives of LC are;

- To encourage students to opt out several professional or certificate courses in SWAYAM for the advancement of their career.
- To mentor and guide the students to learn domain specific core courses.
- To encourage students to find internship, Soft-skill training in SWAYAM- NPTEL Platform and get certified.

## **Administration of LC**

Institute has constituted SWAYAM-NPTEL Committee to ensure effective working of the LC. The committee comprise of different working heads as; Chairperson (Director; MGM's College of Engineering, Nanded) SPOC (Nominated by the Director) and departmental coordinator (nominated by heads of department and approved by the Director).

SPOC disseminates the information of courses and training offered by the SWAYAM-NPTEL and Spoken Tutorials – IITB to all department heads and departmental coordinators. Master time-table is prepared at institute level for selected courses and training suggested by the department. Mentor for each course/training session is allotted by respective department heads. Allocation of mentors on SWAYAM-NPTEL and Spoken Tutorials – IITB platform is done by SPOC. SPOC executes the planning of software training session. The enrolment of students for online courses, examination registration and tutorial session by mentors are observed by SPOC and department coordinators.

## **Allotment of Courses and Mentors**

Our college is affiliated to **Dr. Babasaheb Ambedkar Technological University, Lonere**. University curriculum has offered some courses on the credit transfer basis. These courses are offered to the students through LC. Based on the credits defined in curriculum courses with different course duration are offered. Viz.,

- 4-weeks course - for 1 credit,
- 8 weeks course - for 2 credits and
- 12 weeks course - for 3 credits.

Head of department allocates mentor for each offered course. Mentorship ratio of 1:60 is maintained for each course. Assigned mentor monitors the academic advancement of individual student through mentoring session, assignment and doubt clearing sessions.

Software training sessions are offered to the students from IIT, Bombay spoken tutorials mapping with content of syllabus and skill development. Experts in the domain as allocated as mentors for individual training programs. Assigned mentor engages training and hands on