

(नैक द्वारा A++ प्रत्यायित)
कुलसचिव कार्यालय

संख्या

दिनांक

To,

All Heads/Coordinators/Directors,
University of Lucknow
Lucknow.

Sir/Madam

As part of the University of Lucknow's commitment to advancing digital learning, we are actively integrating the SWAYAM platform into our academic framework. As per order of Hon'ble Vice-Chancellor you are requested to nominate of a suitable faculty member from your department who is tech-Savy and has a thorough understanding of the SWAYAM and MOOCs.

These departmental **SWAYAM Mentors** will coordinate, with the SWAYAM-Coordinator, University of Lucknow in facilitating the effective adoption and implementation of MOOC courses for students via the SWAYAM platform.

Kindly fill out the Google form titled "**Departmental² SWAYAM Mentors, University of Lucknow**" using the link below by **8th February 2025**:

Google Form: <https://forms.gle/GhxQjf41JQFTzLyr5>

Responsibilities of SWAYAM Mentors

1. Identify suitable MOOCs available on the SWAYAM platform that align with the university's regular courses in terms of credit equivalency.
2. Ensure timely registration for examinations once the SWAYAM portal opens.
3. Motivate students to complete internal assessments within the stipulated time.
4. Inform the Controller of Examinations (COE) through the SWAYAM
5. Coordinator about the students enrolling in MOOCs at the start of each semester.
6. Address student grievances related to SWAYAM courses.
7. Promote awareness of SWAYAM courses by conducting orientation sessions and publicity campaigns at the beginning of each semester.
8. Oversee and facilitate all SWAYAM-related activities within the department
9. Participate in workshops and training programs to support the university's digital learning initiatives.

For any queries, please contact: **Dr. Kiran Lata Dangwal** SWAYAM-Coordinator, University of Lucknow, **Mobile:** 9450093586

(Vidya Nand Tripathi)
Registrar

No. CA-2443-50 Date 07/02/25

Copy to following for information and necessary action in this regard:-

1. Secretary to VC, for kind information of the Hon'ble Vice-Chancellor.
2. PS to PVC, for kind information of Pro-Vice-Chancellor.
3. Dean Student's Welfare, L.U.
4. All Dean/HOD/Director/Coordinators/Incharge, L.U.
5. Prof. Geetanjali Mishra, Dean Academics, L.U.
6. Dr. Kiran Lata Dangwal, Coordinator, SWAYAM, L.U.
7. Incharge website with direction to e-mail all the above concerned and upload on University website.
8. Guard File.

Registrar