



ASSAM DON BOSCO UNIVERSITY

Tapesia Gardens, Kamarkuchi, Sonapur – 782 402, Assam, INDIA

Ref. No. F23A/JI/23-020 dated 29 April 2023

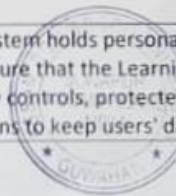
Notification

Subject: ASSESSMENT CRITERIA FOR OFFERING ONLINE PROGRAMMES THROUGH NON-SWAYAM LEARNING PLATFORM

I. Provisions:

Learning Platform, other than SWAYAM, used for delivery of online programs are assessed by a Technical Expert Committee duly constituted by the Commission and the learning platform broadly has the following provisions:

S.NO	Provisions	Details	Compliance & Availability (Yes/ No)
01	User and Course Management	User Management: Role-based authentication, User Registration, User Profiling along with the personalized dashboard. User's activities analytics. Learning Management System should have an Application Programming Interface, Integration facility to integrate with external applications/ tools	Yes
		Course Content Management: Learning Management System must support all types of files (PDFs, docs, MP3s, MP4s, etc.) and e-Learning formats, and data collection capabilities.	Yes
		Capability for Personalized Learning Experience: The platform should allow creating personalized learning paths along with criteria that are necessary to be met before they move on to the next content	Yes
02	Collaboration and Communication	The platform is able to foster communication and peer-to-peer interaction among learners with features such as online chats, discussion forums, user groups, built-in messenger, etc.	Yes
03	Assignment and Quiz Management	Self-assessment creation (assignment, quiz), announcement. It shall support all types of Questions (Multiple Choice questions, True and False, Matching subjective short and long questions, etc.).	Yes
04	Accessibility across Devices and Mobile Learning	Learning Management System shall allow its learners to access courses on different devices, i.e., Personal Computers, Laptops, tabs, or smartphones	Yes
05	Security and Privacy	As the Learning Management System holds personal records of learners' it is important to ensure that the Learning Management System has privacy controls, protected logins, and utilizes secure server locations to keep users' data safe.	Yes



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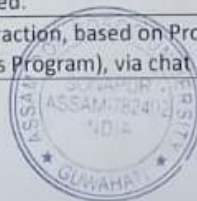
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II. Parameters for Assessment of Online Platform:

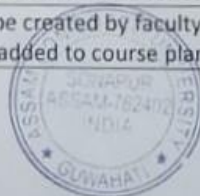
The institute ensures the assessment of a non-SWAYAM platform by the technical Expert Committee that shall be broadly based on the following parameters, along with any other criteria as notified by the Commission from time to time:

S No.	Criteria	Availability
1	User-friendliness	<ul style="list-style-type: none"> • Attractive, User-friendly User Interface (UI/UX) • Responsive Web Design, to allow for Desktop, Tablet & Mobile Access. • Lightweight Frontend Design for access to Students in Low Bandwidth too • Designed keeping 4Q Approach in Mind, with multimedia content, assignments, tutorials, virtual classroom sessions, examples and case studies
2	Content Storage and Management provisions	<ul style="list-style-type: none"> • State of Art Studio and Production facilities at Campus both as part of Online and also the Department of Mass Communications. • Content Stored at Amazon Cloud Storage Facilities AWS Mumbai as well with DR location storing for speed of delivery as well as redundancy. Data Centre's Used for high speed & 100% availability. • Video Content Delivered through CDN- Content Delivery Network from Amazon Data Centre's and Edge Locations • Pre-production and post production Content Stored & Backed up in University Data Storage facility for Disaster Recovery
3	Synchronous Interaction provisions (video/audio conferencing, live chat, etc.)	<ul style="list-style-type: none"> • Text - Chat using Chat Widget, between Student - University, and Student to Student as well. • Audio/Video - Virtual Classroom facility for Live lectures.
4	Asynchronous Interaction provisions (Discussion Forum, Blogs, Wikis, etc).	<ul style="list-style-type: none"> • Discussion Forums for Students & Faculty to Interact over various topics • Blogs for Students & Faculty to create personal blog sites. • Wiki for Department & Course wikis to be created & maintained by the student and faculty • Forum Query mode for Academic Queries
5	Learner engagement provisions (interactive content, activity management, group projects).	<ul style="list-style-type: none"> • Mentoring System in Place, with Mentor- Mentee Interaction • Personalized Learning using AI & ML to identify learning gaps, and aid students to put in efforts the right parts of the courseware • Student Community features such as chat and forum for Group Projects. • Award Badges for various metrics achieved, such as videos watched, hours logged in etc. on platform to encourage students to remain engaged.
6	Peer group interaction	<ul style="list-style-type: none"> • Peer Group Interaction, based on Program enrolment and course enrolment (Cross Program), via chat systems and forum systems,



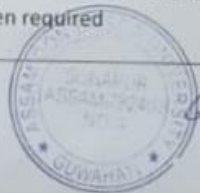
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	provisions (social media integration, group activity, breakout rooms, etc.).	<p>as well as social media-based forums</p> <ul style="list-style-type: none"> Students encouraged to contribute to the ADBU Learning Community and to interact within using groups online.
7	Learning Communities/ Research forums	<ul style="list-style-type: none"> Students encouraged to use Learning Communities and Forums such as Google scholar, Microsoft Academic, Google Books etc. Integration with SWAYAM as allowed.
8	Adaptive learning provisions (skill gap analysis, personalized content)	<ul style="list-style-type: none"> System designed to identify specific areas of weakness and strength in students understanding of a course topic with feedback loop from the Self-Assessment and Continuous Assessment Systems and make recommendations to students accordingly. System designed to evaluate students across cohort on a percentile as well as on standalone percentage basis for allowing for better learning feedback AI Bot to help students on individual basis based on AI & Machine Learning Inputs of Student Activities
9	Provision for grouping the learners with different mentors	<ul style="list-style-type: none"> 1 mentor to be assigned for 250 learners as per the regulations Initial Mentors Identified for the entire list of Programs. Dashboard and Login to appropriate tools for Student tracking & communication available
10	Dashboard options for all the stakeholders	<ul style="list-style-type: none"> Dashboards available for all levels of stakeholders -Administrative, Program Coordinators, Course Coordinator, Mentors. Dashboards with access to Important Metrics, Recent events, and required short links to tools etc.
11	Proctored examination methodology	<ul style="list-style-type: none"> Availability of Both In-Center Based Proctoring System, and Online Web Based Proctoring System, for credible and malpractice free examinations. Centers Proctored via live video link, and use of Mobile App for Invigilator Process of Student ID and Checking Online Exams Proctored using Webcam Live Link, along with streaming of desktop view. Entire Session Physically monitored real-time and also recorded and kept for validation or integrity checking at any time.
12	Examination support- Multiple choice and Long/ Short answers	<ul style="list-style-type: none"> Platform allows MCQ & Long Form (Objective/Subjective) Type Questions. Test Papers/ Question Sets are randomly picked as per a "blueprint"/ exam regulation preloaded online MCQ/Objective questions are scored automatically by the system. Long Form/Subjective Questions are allocated to Course Examiners for evaluations. Facility for Online student registrations and exam scheduling as per exam slots available based on proctor availability Objective Type Continuous Assessments / Self Assessments Tests can be scored and results announced automatically. All Student ID's verified using Face and ID Capture using webcam. Allows for Facial recognition to be used for confirmation as well.
13	Provisions for Online assignment	<ul style="list-style-type: none"> Online Assignments can be created by faculty on any particular topic or course area and added to course plan



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	creation submission, and grading	<ul style="list-style-type: none"> Submission of Essay Type/ Project Type Assignments using platform, with online evaluation and feedback as well as result declaration available
14	Availability of tools to keep students informed about activities, performance etc.	<ul style="list-style-type: none"> Alerts - email and chat widget based, triggered on various metrics. Regular email reports on student's activity and progress mapped individually as well as across the course cohort. System triggered text messages and emails for all course deadlines etc.
15	Plagiarism check provisions	<ul style="list-style-type: none"> Tool to check submissions for plagiarism across 20+ million Books, 35+ Billion Web pages, and 1+ million Journals Tool flags suspected plagiarized portions as well as mentions possible sources
16	Methodology for online payment gateway	<ul style="list-style-type: none"> Online fee payment gateway to allow for payments using Credit / Debit Cards as well as all available Indian Net banking systems Fee payments also accepted via Bank Transfer with Online Submissions of Proof of Payment for account entry matching and reconciliation
17	Flexibility in browser support and responsive designs on site	<ul style="list-style-type: none"> All major browsers supported, including Chrome, Firefox Microsoft Edge and Safari etc. All Student facing sites designed in responsive method, to allow for any screen size usage / display size with html responsive
18	Support for the standard four-quadrant approach	<ul style="list-style-type: none"> Platform is designed in accordance to 4Q approach recommended by UGC DEB and SWAYAM guidelines and making full benefit and use of the same
19	Provision of online award of certificates/degrees	<ul style="list-style-type: none"> Online Certificates issued for various courses completed Program Completion Certificate/ Diploma / Degree Issued and made available to student. Online Completion Certificates to be digitally signed by Statutory Authority – RE Certificates to be mapped and made available on NAD- National Academic Depository
20	The proposed methodology to train the faculty to effectively Design Develop and Deliver Massive Open Online Courses (MOOCs).	<ul style="list-style-type: none"> Workshops and Faculty Development Programs to be conducted regularly in Academic Staff College Faculty interested in Content Design and Development to be encouraged to submit proposals for new courses, to be evaluated by the University authorities on a regular basis
21	Security features from transparency and credibility perspective	<ul style="list-style-type: none"> logins authenticated with email and mobile number verification at registration phase. ID's verified manually - against AADHAAR / Passport or other accepted forms of Government issued ID at registration Each subsequent login verified using OTP on email or SMS Each login IP and Geolocation tracked. Student's picture captured before each assessment. Can be matched using facial recognition ID's required to be verified via video before each exam. Examination Proctoring Videos recorded and kept for integrity checks later as and when required



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22	Scalability for maximum users & number of users able to log in simultaneously	<ul style="list-style-type: none"> • System provisioned for 25,000 registered active users, with cloud computing allowing theoretically unlimited scalability • Simultaneous logins of 8000 users provisioned, with automatic scale up using Amazon Web Services Cloud Computing instances.
23	The proposed methodology to ensure that the faculty engages with the student motivates them and assesses them	<ul style="list-style-type: none"> • Students polled regularly with on line survey for faculty feedback, checking on faculty engagement and support • Student feedbacks via Mentors regarding faculty to be kept confidential and reported accordingly to Program Coordinator for further action. • Above feedback to be part of faculty API scoring
24	Provision for an appropriate organizational setup in the HEI for maintaining and running the platform.	<ul style="list-style-type: none"> • Director & Center Coordinator, along with required and mandated technical and support organizational setup in Separate Center facility within the campus already setup • Program and Course Coordinators, and support staff coordinate with technical personnel within the University staff as well as deputed by the Company as per techno-commercial contract
25	The proposed methodology to ensure the quality of courses.	<ul style="list-style-type: none"> • IQAC cell to survey all stakeholders on the various parameters to ensure quality maintenance and continuous improvement in the same. • IQAC cell to issue report on findings, action taken and further suggestions and guidance periodically • Student Feedback on Course Quality, and Course Content Quality taken on Platform, and used to collate quality measurement. • Student Survey to measure satisfaction regarding course quality conducted


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