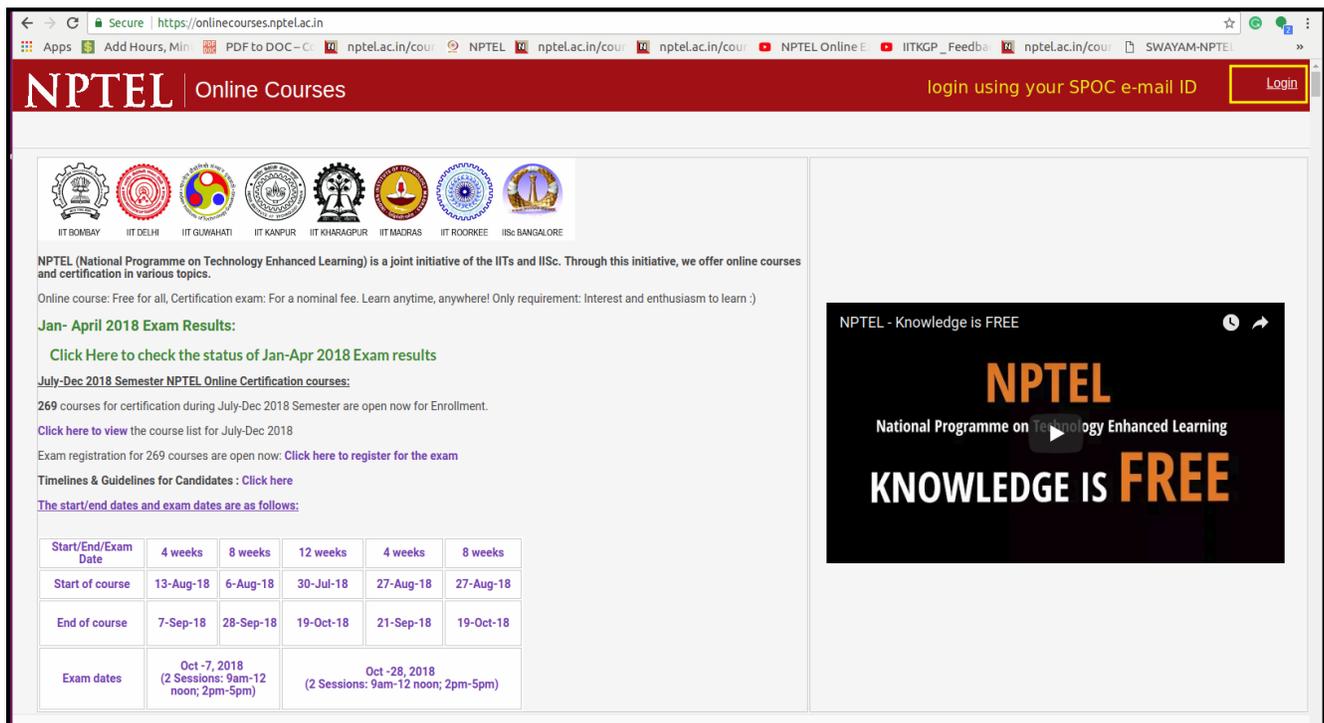


# GUIDELINES FOR THE INDUSTRY ASSOCIATE SPOC – ONLINE COURSES PORTAL

## Phase 1: How to check Enrollment numbers of your firm

- Step 1:** - Navigate to the online courses portal -->> [onlinecourses.nptel.ac.in](https://onlinecourses.nptel.ac.in)  
- Login using your SPOC e-mail ID (Google-enabled) shared with us.  
(Refer the screenshot below)



The screenshot shows the NPTEL Online Courses portal. The header includes the NPTEL logo and the text 'Online Courses' and 'login using your SPOC e-mail ID' with a 'Login' button. Below the header, there are logos for participating institutions: IIT Bombay, IIT Delhi, IIT Guwahati, IIT Kanpur, IIT Kharagpur, IIT Madras, IIT Roorkee, and IISc Bangalore. The main content area contains the following text:

NPTEL (National Programme on Technology Enhanced Learning) is a joint initiative of the IITs and IISc. Through this initiative, we offer online courses and certification in various topics.

Online course: Free for all, Certification exam: For a nominal fee. Learn anytime, anywhere! Only requirement: Interest and enthusiasm to learn.)

**Jan- April 2018 Exam Results:**  
[Click Here to check the status of Jan-Apr 2018 Exam results](#)

**July-Dec 2018 Semester NPTEL Online Certification courses:**  
269 courses for certification during July-Dec 2018 Semester are open now for Enrollment.  
[Click here to view the course list for July-Dec 2018](#)  
Exam registration for 269 courses are open now. [Click here to register for the exam](#)

**Timelines & Guidelines for Candidates :** [Click here](#)  
[The start/end dates and exam dates are as follows:](#)

Start/End/Exam Date	4 weeks	8 weeks	12 weeks	4 weeks	8 weeks
Start of course	13-Aug-18	6-Aug-18	30-Jul-18	27-Aug-18	27-Aug-18
End of course	7-Sep-18	28-Sep-18	19-Oct-18	21-Sep-18	19-Oct-18
Exam dates	Oct -7, 2018 (2 Sessions: 9am-12 noon; 2pm-5pm)		Oct -28, 2018 (2 Sessions: 9am-12 noon; 2pm-5pm)		

On the right side of the page, there is a video player with the NPTEL logo and the text 'National Programme on Technology Enhanced Learning' and 'KNOWLEDGE IS FREE'.

- Step 2:** - Once you log-in, click on to the SPOC-Admin at the top right corner of window as shown in the reference screenshot below.

**NPTEL** Online Courses

manisha@nptel.iitm.ac.in | **SPOC Admin** | Profile | Logout

[Click on SPOC-Admin](#)

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NPTEL - Knowledge is FREE

**NPTEL**  
 National Programme on Technology Enhanced Learning  
**KNOWLEDGE IS FREE**

**Step 3:** - You will be directed to a new window (Refer the screenshot below).

- In this page you can see the number of employees enrolled in each course for the current semester.
- Click on each course ID to view the details of the employees enrolled to that particular course.
- You can download the data as csv file for your reference.

COURSE BUILDER Courses

manisha@nptel.iitm.ac.in | Logout

Active Courses for WALCHAND INSTITUTE OF TECHNOLOGY (college) Total registrations: 855. Total members: 268

URL Slug	Title	No. of registered LocalChapter Members
/noc18_ph16	Control System Design	2
/noc18_ph15	Upstream LNG Technology	1
/noc18_ph14	Advanced Quantum Mechanics with Applications	1
/noc18_ph13	Introduction to Polymer Physics	1
/noc18_ph11	Theory of groups for physics applications	1
/noc18_ph10	Introduction to Non-linear Optics and its Applications	1
/noc18_ph09	Modern Optics	1
/noc18_ph08	Solid State Physics	1
/noc18_ph07	Introduction to Electromagnetic Theory	3
/noc18_oe06	Hydrostatics and Stability	1
/noc18_oe05	Structural Health Monitoring	1
/noc18_oe04	HSE Practices for Offshore and Petroleum Industries	1
/noc18_mm21	Welding of Advanced High Strength Steels for Automotive Applications	2

Number of employees enrolled in each course

Course ID	Course Name	Enrollment
/noc18_mg32	Selected Topics in Decision Modeling	1
/noc18_mg31	Marketing research and analysis	3
/noc18_mg30	Marketing Management-I	2
/noc18_mg29	Leadership	2
/noc18_mg28	Project management for managers	3
/noc18_mg27	Corporate Social Responsibility	1
<b>/noc18_me26</b>	<b>Human Resource Development</b>	<b>10</b>
/noc18_mg25	Ethics in Engineering Practice	2
/noc18_mg24	Engineering Econometrics	1
/noc18_mg23	Economics of Health and Health Care	2
/noc18_mg22	Microeconomics: Theory and Applications	3
/noc18_mg21	Economic Growth and Development	1
/noc18_me72	Experimental Stress Analysis-An Overview	1
/noc18_me71	Engineering fracture mechanics	1
/noc18_me70	Introduction to Abrasive Machining and Finishing Processes	1
/noc18_me69	Design Practice - II	1

## Phase 2: How to assign mentors to monitor the course takers of your organization.

- In SPOC-Admin page of your login, click on the Course ID (Refer Screenshot) of a particular course for which you wish to assign a mentor.
- The complete list of the employees enrolled to that course is displayed.
- Select the checkbox beside the name of the employee whom you wish to assign as mentor under the mentor column. (Refer the Screenshot : Step 1)
- After enabling the checkbox, click on Save (Refer the Screenshot : Step 2)
- You may even download the data as csv file for your reference.

Similarly you can assign mentors for the other courses too.

Enrolled Members for course and Local Chapter WALCHAND INSTITUTE OF TECHNOLOGY (college)

Search by email:

1	Email	Name	College Roll No.	Year of Graduation	Profession	Currently Enrolled	Mentor	Assignment 0 (15)	How to access the portal (1)	Week 1 : Assignment 1 (8)
1	ajinkyamohare@gmail.com	ajinkyasanjaymohare	MB16DS464	2019	student	✓	<input type="checkbox"/>	0	0	0
2	akashnagmail3@gmail.com	Nagmal Akshay Purushottam	MB16DS466	2019	student	✓	<input type="checkbox"/>	0	0	0
3	anasshaikh3576@gmail.com	shaikh anas	MA15FE330	2019	student	✓	<input type="checkbox"/>	0	0	0
4	chaitanyasawant1998@gmail.com	Chaitanya sawant	MB15FE473	2019	student	✓	<input type="checkbox"/>	0	0	0
5	jawalkar.a.a@gmail.com	Ashish Jawalkar		2012	faculty	✓	<input checked="" type="checkbox"/>	0	0	0
6	k.mamdyal@gmail.com	MAMDYAL KEDARNATH MAHESH	MA16FE233	2020	student	✓	<input type="checkbox"/>	0	0	0
7	kubarbade@gmail.com	Kumar Barbade	MB14FE409	2018	student	✓	<input type="checkbox"/>	0	0	0
8	manepachi824@gmail.com	Prachi Vidyadhar Mane	CR16FE240	2020	student	✓	<input type="checkbox"/>	0	0	0
9	mayhooabhi@gmail.com	Abhijeet Witwekar	MB15FE480	2019	student	✓	<input type="checkbox"/>	0	0	0

Step 1: You can assign any one employee as mentor

Step 2: Save after your mentor selection