

UGC-HUMAN RESOURCE DEVELOPMENT CENTRE, MANIPUR UNIVERSITY

Salient Features and Guidelines for the Refreshers Course

The Refresher Courses will be for two (2) weeks duration with a minimum of 12 working days and 72 contact hours (6 hours a day, 6 days a week). The number of participants in a course should be at least 40 with a maximum of 80. The present refreshers course is in online mode.

Attendance to every lecture is mandatory and attendance of all the participants will be monitored online from time to time. All the participants should strictly observe Punctuality and Regularity while attending the Course. No leave is permissible except for emergency or exceptional case/ circumstances where a maximum of 3-days leave may be granted by Director of the HRDC. Participants who availed such leave will have to compensate the same number of days in the next program and such participants may be given certificate after completion of the course.

Mandatory Activities to be Accomplished

All the participants will have to present (i) a seminar talk and (ii) a microteaching session on any chosen topic or theme for about 5 minutes each which will be assessed by a resource person invited for the purpose.

All the participants must submit a brief project proposal or other similar reports in topics like climate change, environment, social connect, etc. during the tenure of the course.

There will be a MCQ based test (containing about 30 questions) towards the end of the course.

Evaluation of Participants

The weightage of the activities will be as per the following chart (based on total of 100 mark). Based on the overall performance, the participants will be assigned a GRADE according to the following guideline provided by the UGC HRDC.

Sr	Activities	Wt-age
1	Holistic Response	25
2	Seminars/ participant presentation	15
3	Projects / Survey/ others	20
4	Micro-teaching/ participation	10
5	Multiple choice objective tests	30

Sr	% Marks Obtained	Grade
1	85% and above	A+
2	70% to less than 84%	A
3	60% to less than 69%	B
4	50% to less than 59%	C
5	Below 49%	F

The grades will be indicated in the certificate to be given to the teacher participant at the end of the program. Participants who get F grades are required to repeat the program after a gap of one year.

Participants who fail to log-in within the first 10 minutes of each lecture program will be marked as absent.

It is the responsibility of the participants to ensure uninterrupted internet connectivity with good speed while participating in the program and 'unavailability of network' as alibi for absents from the lecture is highly discouraged.