How to enable Mentor for a course

Mandatory
The faculty must enroll to the course he wants to MENTOR.
This is mandatory.

Important
There are two checkpoints to be verified when a faculty wishes to be a mentor for a course.
While filling the Enrollment form, please ensure:

1. Profession should be set as **faculty** [https://onlinecourses.nptel.ac.in/explorer/]
2. Select the college name correctly and mark "yes" to local chapter in online portal.

Criteria for mentor:
A faculty can serve as a mentor for 2 courses only
A mentor can mentor for maximum of 50 students

What the SPOC has to DO.

1. HOW TO ADD MENTOR IN SPOC LOGIN

Sign into to SPOC login in onlinecourses portal - https://onlinecourses.nptel.ac.in/explorer.

Each course has a unique course ID [Fig 1.1] For example for the course" Programming, data structures and algorithms using python" course ID is "noc17_cs28". This ID will be unique for each course.

Once you click on the course-id, you can find the details of the candidates who have enrolled to the course [Fig 1.2]. Here you can select the mentor for the course.
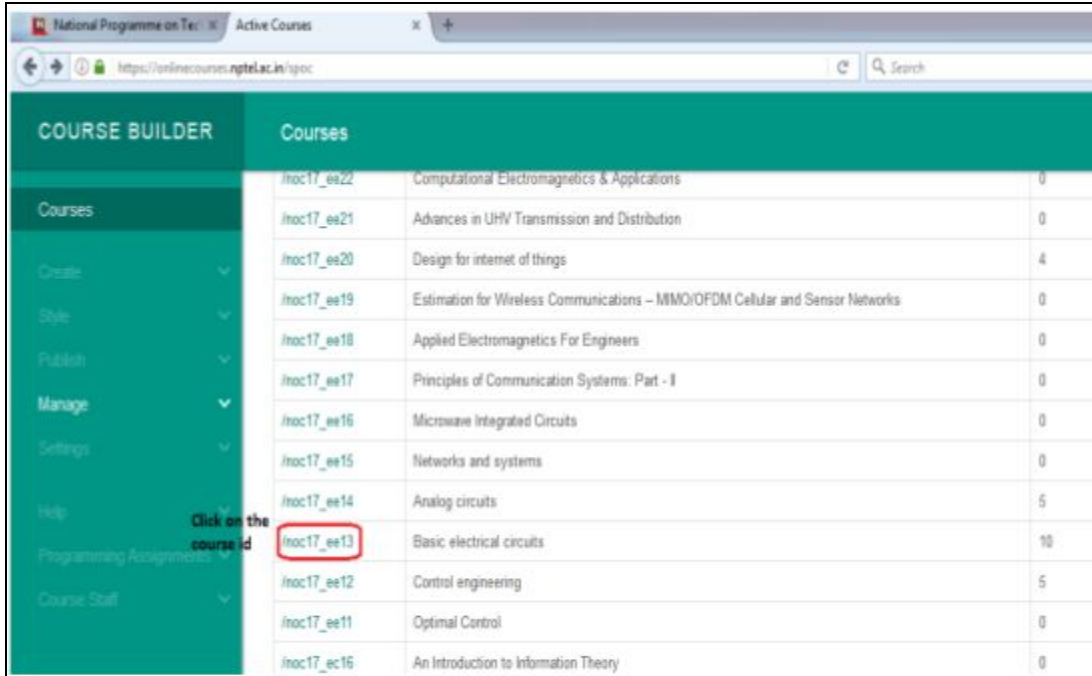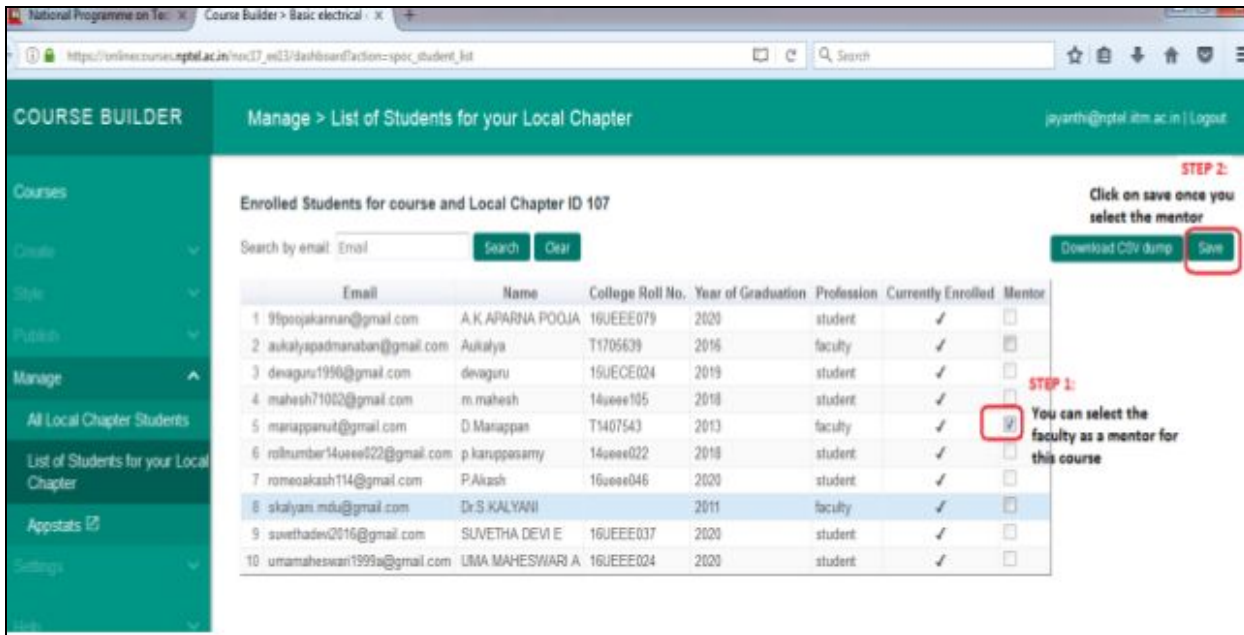
Figure 1.1 Course ID in SPOC login

Figure 1.2 Mentor addition checkbox –Online portal SPOC login

Once this is done, the mentor for the course in the current semester can be viewed in the Local Chapter SPOC [http://nptel.ac.in/LocalChapter/spoc_login.php] as shown below:

Figure 1.3 Mentors of the course in Local Chapter- SPOC LOGIN

2. HOW CANDIDATE CAN ACCEPT A MENTOR IN THEIR LOGIN:

The student can select the "Mentor" Option in the top right corner [Fig 2.1] on the online course portal.

Fig 2.1 "Mentor" Tab in student login

The student has to click on the drop down (Fig 2.2). Here the student will find the list of Mentors from their Local Chapter. The drop down may contain the names and email IDs of the Mentors. The student has to select the mentor of their Local Chapter. Once the selection is done, they should click on the "Set Mentor" Option.
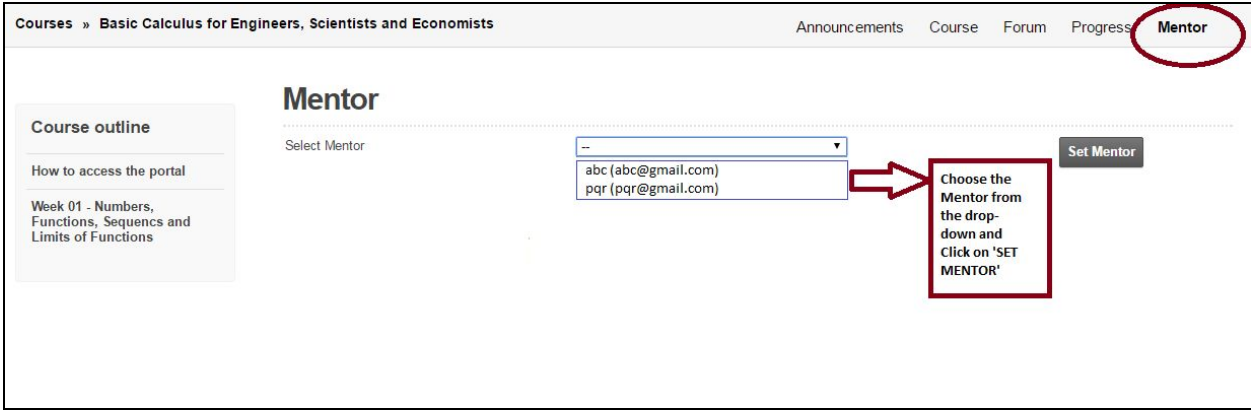
Fig 2.2 "Set Mentor" tab in student profile

Once the "Set Mentor" is clicked, the Mentor gets selected by the student.

3. WHAT WILL BE DISPLAYED FOR THE MENTOR:

Once students accept a mentor, the mentor can view the Mentee List [Fig 3.1], which is visible on the top right corner of the page in online course portal. When we click on the "Mentee List", we can see the page which shows all the student details and their progress.
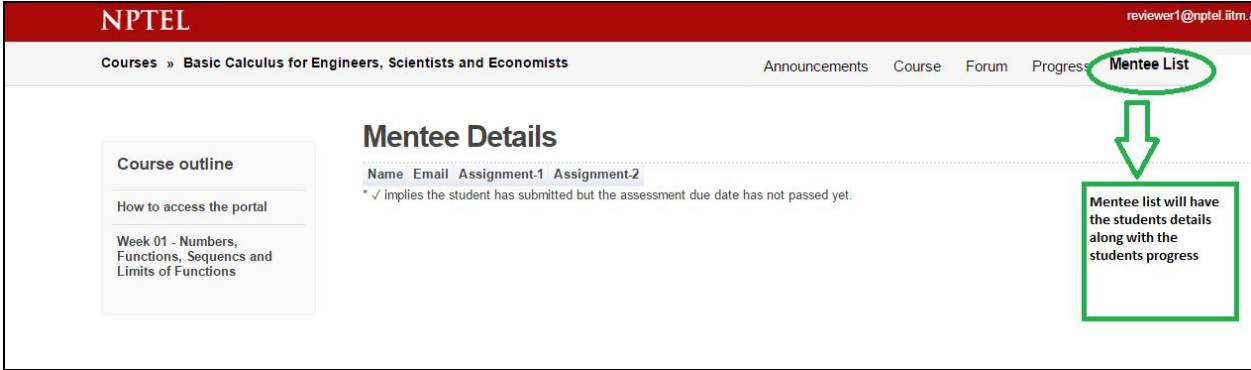

Fig 3.1 Mentee list from mentor login