

Student Handbook

WELCOME

The increasing adoption of digital products has enabled the penetration of web & software technologies with a wider range of platforms - Desktop, Web, Mobile, AR/VR, etc.

With development costs dropping, many non-tech companies are becoming tech-savvy, which would lead to a future where every company will be a tech company on some level. The Indian IT/ITeS industry has shown phenomenal growth in the last decade contributing to the Digital India initiative.

This program focuses on building essential development skills among learners to make them productive and reliable Full Stack Developers.

Over the past few years, Great Learning has been a leader in introducing innovations in education in response to the fast-changing landscape. Several of our highly successful programs are ranked within the top 10 in India and our 5000+ alumni work across industries in 30 different countries.

This handbook is designed to orient you to the many resources and opportunities available as you begin your journey here. Use this guide to maximize your learning outcomes and have a positive impact on your career, peers and the Great Learning community.

PROGRAM STRUCTURE

The Advanced Certification Program in Full Stack Development is **rigorous** and requires dedication and commitment from you to achieve its learning outcomes. On average, you will need to dedicate around 2 hours of time every day to the program and it is critical that you follow the timelines and keep up with the program otherwise you risk falling significantly behind from where it becomes very difficult to catch up. There are several mechanisms such as reminders and notifications built into the system to help you maintain the schedule, but the most important requirement is your commitment.

It is an e-learning program that takes a very practical approach to teaching enabling participants to apply their learning immediately.

- This program consists of 42 weeks of active learning. Learning breaks are added at appropriate places.
- Each week will be comprised of videos, self-study material, weekly quizzes and Live Teaching sessions.
- Mentoring sessions, Guided labs and Hands-on Projects will happen after the completion of every course.

*Please Note that this policy can be changed at the discretion of Program Director.

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PEDAGOGY

Expert Faculties and Industry professionals will deliver the video content. This ensures that the program imbibes IIT Roorkee's academic elegance and Industry's relevance, thereby providing the candidates with a remarkable learning experience.

Video Lectures:

- Prior to the Live teaching session, you will receive an announcement regarding the agenda of the session.
- Participants have to watch all the video content before attending the Live teaching sessions.
- You are also expected to stay on track with the schedule so that you are able to follow what is being taught in the Live Teaching Sessions.

Mentored Learning Sessions (MLS):

Mentored Learning sessions are conducted by professional trainers / industry practitioners in small groups of around 35 learners. In these sessions, the mentor walks the students through practical examples and case studies that illustrate the concepts learned, and clears doubts to ensure complete understanding of the topics.

TECHNOLOGY-ENABLED ONLINE LEARNING

Online learning, facilitated through a state-of-the-art, world-class, Learning Management System (LMS) is an integral part of the program. **The LMS is your primary information and communication exchange mechanism.** It will provide access to the learning material that is part of various courses. This includes online videos, case studies, exercise, and Quizzes. It also has mechanisms for you to communicate with the Program Office.

After you log in to the LMS please do the following:

1. Update your profile with the correct name that needs to be published in the certificate
2. Update your notification preferences
3. Read the documents on how to use the LMS

Learning Sessions Platform:

- Live learning sessions will be conducted on Zoom. Participants are expected to download zoom
- The Auto-Generated Email will have the link to join the session, requesting you to please use the same
- In case you do not log in for that specific link your attendance shall not be captured

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PROGRAM EVALUATION

The program curriculum consists of a combination of video lectures, weekly quizzes, labs and Hands on projects. While we encourage collaboration, we expect students to adhere to the highest standards of ethics and avoid plagiarism and copying. Given that you are all professionals who are pursuing this program with the primary objective of learning, you are expected to follow the honor code and not indulge in unethical behavior or plagiarism.

COMMUNICATIONS

The program office is your partner in ensuring you achieve the desired learning outcomes. Use the following means to communicate

1. Support tickets on the LMS

Use the **"Support Ticket"** feature provided for any clarifications These may include any of the following

- Clarifications to course concepts/ doubts
- Clarifications/Support to assignments or quizzes
- Clarifications/Support on missing data sets, course material

2. Announcements

The Program Office may also communicate with you when important information has to be solicited, shared, or in response to your questions. The program office will post an announcement when new course material is available if there are any changes to upcoming courses and other program-related issues. These announcements will appear on your home page of the LMS. Please ensure that you log in regularly and pay attention to any new announcements to ensure that important information is not missed. You can also modify your communication preferences so that an automated email is sent to you whenever a new announcement is made.

3. Notifications

Notifications are automated system generated messages sent to all participants whenever important new information is available. These may involve the availability of grades, reminders for an upcoming assessment due date, and when assessments are released. These notifications will also appear on your home page of the LMS. You may again modify your communication preferences to receive an email whenever a notification is made.

FEE PAYMENTS

1. In case of non-payment or delay in payment of fees **as per the schedule mentioned in the admission offer letter**, your Learning Management System (LMS) **will be disabled** automatically and will become active only once the payment for the due installment is made.
2. **Extension of fee payments is not allowed.**
3. In case any candidate is availing loan facility to make the payment towards the program fee, He/she shall initiate the loan process well in advance so that the payment can be made as per the payment schedule mentioned in your admission offer. **No further extension will be provided to make the payment in case of delay in the processing of the loan** from the financing agency or bank.
4. In case of payments made through Loan/ Online payment: Candidate needs to share the transaction detail, amount, date and bank name with the Program Manager on the date of payment.
5. It is highly recommended that you make the payment using one of the online payment modes made available to you as it will not cause any delay in updating your fee status with the institute and hence will ensure uninterrupted access to the Learning Management System (LMS).
6. As mentioned in the admission offer, fees once received **shall not be refunded**.
7. You need to complete the course within 2 years of course enrollment. Not completing the course within two years of course of enrollment will lead to your candidature being marked as drop out and you will not be eligible to earn a course completion certificate.

CODE OF CONDUCT

Great Learning's Honour system expects participants to act with integrity, respect community standards, and manifest a commitment to ethical responsibility in all matters. This includes all academic activities (interaction with other participants/Mentor or Program Manager during the mentoring sessions, online discussion etc.)

The honour system expects all participants to act professionally in all matters, including with respect to resolution of disputes.

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VIRTUAL SESSIONS ETIQUETTE:

For enhanced session experience, we require you to abide by the following:

1. **Join sessions on Time:** On time arrival ensures that sessions are able to start and finish at the scheduled time.
2. **Come fully prepared for each session:** This program is structured in such a way that a core learning in this program takes place during the video lectures and the application part of the concepts are covered during the mentoring session. When you are not prepared then you cannot contribute to the overall learning process. This affects not only the individual but also cause disservice to your peers.
3. **Respect the views and opinions of peers:** Disagreement and debate are encouraged. Intolerance for the views of others is unacceptable
4. It would be appreciated if you do not leave sessions early. If you will have to leave early for any reason, inform the Program Manager in advance.

CONCLUSION

Once again, congratulations and welcome as you begin your journey with IIT Roorkee and Great Learning. Since Full Stack Development is a rigorous program, you will find that there may be many challenges – academic and personal. However, remember that we are here to encourage and support you as you meet your learning objectives and achieve your career aspirations.

Happy Learning!