To,
All the Students,
BCA 2nd Year (Batch:2019-2022)
Follow the below and complete instructions carefully. This is a Continuous evaluation process for the MOOCS.

<mark>Submit the certificates which you have not submitted in the last session or earlier and have bagged your certificates later according to the List of MOOCs basket provided to you. Don't submit the certificates for which you have been already credited in the last Year.</mark>

Last Date of Submission : 7th July 2021

<mark>Remember the certificates must be in between 1st August 2020 and 5th July 2021</mark>

(1) **Join the GOOGLE CLASSROOM with the CODE (ignore if you are already joined) This classroom has already declared to you on 21st January,2021 and already some of you have joined and submitted some of your certificates.**

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<mark>If already not joined, Join the GOOGLE Classroom with your NAME REGISTERED with College. If necessary, change your name in GOOGLE ACCOUNT with the registered name.</mark>

(2) Now follow your MOOCS Baskets. The CERTIFICATES for Courses which are only in the MOOCS Baskets you have bagged, only submit those certificates. Only submit the new certificates you have bagged after the last submission in the MOOCS.

(3) You have to submit your each and every certificate separately with the name as mentioned below.

(4) Suppose you have 2 certificates on "A Life of Happiness and Fulfillment" and "Technical Writing" and your UNIVERSITY ROLL NUMBER is :15200000001

Then your Certificates name would be

(a) 15200000001_ A Life of Happiness and Fulfillment.JPG

(b) 15200000001_ Technical Writing.JPG

ALWAYS REMEMBER YOU HAVE TO SUBMIT YOUR CERTIFICATES WITH THIS NAME PROFORMA AND SEPERATELY. i.e. HERE ACCORDING TO THE ABOVE-MENTIONED CERTIFICATES, YOU HAVE TO SUBMIT 2 FILES.

(5) THE CERTIFICATES MUST BE FROM THE MOOCS BASKETS

(6) FINALLY, MOST IMPORTANT, <mark>Uploaded image should be less than 200KB (Scan to be done in 100dpi only).</mark>

<mark>Only jpeg, jpg formats are allowed.</mark>

(7) THE PASS Certificates(NOT THE ASSIGNMENT CERTIFICATE) achieved from NPTEL, also can be submitted here and with the same name proforma as described in serial number 4.