COE/MAKAUT/09/2023   **Date: 13/03/2023**

Sub: Upload of information of MOOCs for Honours

The process of the upload of the information for the MOOCs documents for the honours purpose from the Academic Year 2022-23 is changed. The Students can now upload certificates from their own login with following details.

1. Title of Program
2. MOOCs Platform
3. Credit Achieved
4. Date of Joining
5. Date of Completion
6. Upload of Documents
7. URL for verification of MOOCs

All above information is mandatory.

The MOOCs coordinator will verify all these information for the approval and acceptance at institute level. Only verified credits will be considered for further scrutiny at the University level.

Late date for Submission & Verification: Any Submission by the students and verification by the college will be accepted till the **31st May of the every year** for the graduating students. No submission by the students or verification by the college will be accepted after the specified date. The panel for submission of certificates for the continuing students will remain open at student level throughout the year.

The steps for such process is annexed with notice for the MOOCs coordinator for the verification of the certificates and credits.

(Dr. Subhashis Datta)
Controller of Examinations

MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(FORMERLY KNOWN AS **WEST BENGAL UNIVERSITY OF TECHNOLOGY**)
Main Campus : Haringhata, Nadia, Pin-741249
Kolkata Campus : BF-142, SECTOR-I, SALTLAKE CITY, KOLKATA-700 064, (INDIA)
Website : www.wbut.ac.in

Ref. No. :

Date :

Steps for MOOCS certificate verification:

1. Login as MOOCS – Co-ordinator
2. Go to **MOOCs Document Verification** tab
3. Select Session and College then press Search. List of students will be displayed
4. Go for the **View Document** for any student
5. A new window will open consisting of the detailed documents.
6. Click on the View document link to see the document attached for the event.
7. After checking all the documents need to verify/reject the documents individually.