

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SCHOOL OF CONTINUING EDUCATION

Date: 17.05.2024

Subject:- Submission of MCDL-001 (Supervised Practicum), MCDP-001 (Project Work 1) & MCDP-002 (Project Work 2) of PGDECFE Programme by Learner

With reference to the submission of the Supervised Practicum and Project Work Courses of PGDECFE, it is requested that the following may be brought to the notice of the Regional Directors.

1) Three Courses of PGDECFE, i.e., the Supervised Practicum (MCDL-001), Project Work 1 (MCDP-001) and Project Work 2 (MCDP-002) are to be submitted by the learner **in hard copy** to the University in the form of three separate files.

2) These files are **not to be uploaded on the online DECE portal or online University common portal for Projects.**

3) An evaluation fee is to be paid by the students before submitting the hard copy of these three files in order to get these files evaluated.

4) The Student must submit the copy of the receipt of fee paid along with each of the three files at the time of submission of Hard copy. If fee is not paid the files will not be considered for evaluation.

5) In Project Work 1 (MCDP-001) and Project Work 2 (MCDP-002), the student has to make videos. These videos have to be submitted in pen drive along with the Project Files of MCDP-001 and MCDP-002.

6) The evaluation methodology for Supervised Practicum (MCDL-001) is as follows:

The evaluation is first done by the Academic Counselor and then the student has to submit the same evaluated file to IGNOU headquarters. Since all Regional Centres where the students are enrolled do not have an Academic Counselor, the students are facing difficulty in getting their work evaluated. The following is proposed:

Strategy 1 : The students may be asked to physically submit or submit through post, the hard copy of the Supervised Practicum File (MCDL-001) to the Nodal RC from where they are receiving counseling. The Nodal RC may get the files corrected by the counselors available with it and then post the files in bulk to SED at IGNOU.

Strategy 2 : In case there is a Counselor available at the Regional Centre where the student is attached, the RC may ask the student to submit the file at his/her own Regional Centre and return the file after checking to the student and the student then submits the same on her own to SED IGNOU. Regional Centres may be directed to either follow strategy 1 or strategy 2 and communicate the final strategy to students as many students are calling up for clarification as the Supervised Practicum Files are not getting checked at the RC/Study Centre.

7) Regarding evaluation methodology of Project Work 1 (MCDP-001) and Project Work 2 (MCDP-002), there is no involvement of the Regional Centres in the same. The students have to get their work evaluated by their supervisor and on their own responsibility, submit the evaluated file to the SED at IGNOU.

It is requested that the above details may be informed to the Regional Centres so that they can inform these to the students.

Submitted please.

Rekha S. Sen
Prof. Rekha Sharma Sen
(Programme Coordinator & Director)

प्रो. रेखा शर्मा सेन
Prof. Rekha Sharma Sen
निदेशक (स.श.वि.) / Director (SOCE)

Director (RSD)

urgent
DD (EHT)

17/5/24

16/RSD/1451
20/5/24

