

Shri Ramdeobaba College of Engineering and Management, Nagpur

NOTICE

Date : 24/12/2020

Process of giving options / preferences for Open Elective Courses for B.E. Semester IVth and VIth, 2020-21 by the students at present in IIIrd and Vth semester, 2020-21 respectively

NOTE: Last date to give preferences for the Open Elective is 28th December 2020.

Following is the Process of giving preferences for the allotment of OPEN ELECTIVE Course for of **IVth and VIth** Semester 2020-21. Students are advised to note the following instructions.

1. Lists of open elective courses with their syllabi offered by different departments for B.E. IVth and VIth semester, 2020-21, their pre-requisites, eligibility, Course Coordinator (name and contact number) and other details are displayed on college website (**MENU -> ACADEMICS -> OPEN ELECTIVE**).
2. All students of B.E. Semester IIIrd and Vth, 2020-21 are required to go through the respective list/syllabi mentioned in Instruction No.1 and Select any **FOUR COURSES** of their choice. Among these selected courses also, students have to give their preferences. For more information about the course, they may contact the respective Course Coordinators during the college hours.
3. **Registration for Open Elective courses will be done through GEMS. Students should follow the following steps**
 - Step i.** Login to GEMS
 - Step ii.** From the menu **Academic Functions** select **Open Elective Registration**
 - Step iii.** From **Elective Course Preference** dropdown list, select the appropriate course according to semester (IVth OR VIth Sem). IVth Sem students will see single course to select.
 - Step iv.** Below the title **Elective Subject Choice** click on **Click Here to View Elective Subject Choice**.
 - Step v.** After step iv, list of courses available to the student will be displayed.
 - Step vi.** In the last column with heading '**Preferences No.**', enter the number (1 to 4) as per the order of preference for the courses. Number '1' in this column means most preferred course out of four. Students have to give FOUR preferences.
 - Step vii.** Students who wish to opt **Credit Transfer of MOOCs against Open Elective** have to select **ONLY ONE** Option out of IDT398-1/ IDT298-1 (MOOCs on SWAYAM), IDT398-2/ IDT298-2 (MOOCs on COURSERA), IDT398-3/ IDT298-3 (MOOCs on edX) strictly.
 - Step viii.** Click on **Save** Button to save preferences.
 - Step ix.** Click on **Freeze** button for final submission of preferences **without fail**. Otherwise preferences will not get submitted.
4. **Preferences submitted through GEMS by the student will not be editable after the last day of submission (28th December 2020) / After pressings Freeze button, neither it can be Re-Submitted.** Therefore, students are advised to take their own time up to the last date of giving preferences, check the eligibility, pre-requisites, teaching scheme of parent programme and syllabus carefully before submitting the options. Also note that, pre-requisites will not be taught in the class.
5. Every Open Elective course has a limit on number of students and therefore, allotment will be based on Student's Order of Preference and his/her SGPA, SGPA of IInd semester for IVth sem open electives and SGPA of IVth semester for VIth sem open electives.

6. If any of the Open Elective course (MOOCs and Open Elective at RCOEM) which is identical in terms of contents to any of the regular courses, allotted program elective courses, including courses under Honors / Minor program, etc (If student opt for it) offered by any department at RCOEM for UG students, **shall not be allowed for credit transfer if such course offered by RCOEM is accessible to the concerned student.**
7. **Students opting for Credit Transfer of MOOC against Open Elective, note the following**
 - i. Students are advised to go through the ‘**Guidelines & Process for Credit Transfer of MOOCs Against Open Elective courses of B.E. Programs**’ displayed on college website. [MENU -> ACADEMICS -> OPEN ELECTIVE]
 - ii. Go through the ‘**FORM for Credit Transfer of MOOCs Against Open Elective Courses of B.E. Programs**’ and follow the instructions given by the Interdisciplinary Incharge of their department.
 - iii. Students who have completed the MOOCs shall also fill the details in ‘**FORM for Credit Transfer of MOOCs Against Open Elective Courses of B.E. Programs**’ and follow the instructions given by the Interdisciplinary Incharges of their departments.
 - iv. Submission of ‘**FORM for Credit Transfer of MOOCs Against Open Elective Courses of B.E. Programs**’ implies that the students has understood ‘**Guidelines & Process for Credit Transfer of MOOCs Against Open Elective courses of B.E. Programs**’ and will be abide to the decisions taken regarding awarding grades for the same by college.
8. If any student fails to submit the preferences for Open Elective in GEMS by last date OR will not follow the instructions for giving preferences, **he/she will be allocated an Open Elective course at the end of the process on the basis of availability of courses.**
9. Any changes in the above process will be notified to the students. Therefore, students are advised to check the college website / College email id XYZ@rknec.edu regularly till the final list of allotment of Open Elective is published.

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