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2.3.5: Institutional Mechanism to provide Academic Counseling Support:

Organization of Counseling Sessions

Based on the credit weightage of the course, theory and practical counseling sessions are organized at the LSCs. Each School of studies in the university prepares the Teaching / Counseling Schedule and the Center Coordinator of the LSCs distribute it to all learners during the first contact session on the Learner Support Center.

Counseling for Theory Courses:

Attendance to theory and practical contact sessions is compulsory for agriculture, science, computer and professional programs while it is optional in general education programs.

- The duration of each theory session is of 2 hours while for practicum it is 3 hours and the maximum number of learners in the class is 30-60 for practicum based program and 60-90 for non-practicum based general programs.
- In the fixed seat programs like B.Ed., B.Ed.(Special Education), B.Lib & I.Sc., M.Lib & I.Sc., the number of learners in the class varies as per norms prescribed by the respective Regulatory bodies.

Counseling for Practical courses:

The programs with practical components are activated only at such institutions which have the required expertise and physical infrastructure to carry out the practical / skill development sessions therein.

- Attendance in the practical sessions is mandatory for learners. Number of learners in practical sessions in one batch is 20 to 30 learners. The duration of one practical session is 3 - 4 hours depending upon the nature of practical and credit weightage.
- Practicum component of almost all the scientific, vocational and professional programs are conducted on Saturday, Sunday, Summer and/or Winter holidays or the evenings of weekdays on the LSCs established in the recognized institutions.
- Practical sessions of few programs are generally conducted in an intensive way in spells of varying duration as per requirement of the course and often during vacation period of the host institution as per availability in the institution.
- All practical based programs have work book / laboratory manuals to guide the academic counselors in organizing the conduct of practical sessions, i.e., duration of each session, the requirements of glassware, chemicals, equipment, materials, apparatus, physical tests etc. The practical work has to be

properly recorded and the record of work performed and monitored regularly by the teacher counselor and the center coordinator.

Organization of Academic Counseling through Electronic Media

Academic counseling is also conducted by the faculty members at the University headquarter through the following media:

- YashVani: The Web radio channel of the University is known as YashVani. The broadcasts in Marathi, Hindi, Urdu and English are conducted by renowned resource persons. Learners can ask questions right from their locations through phone.
- Internet based support through Webinar: Webinars / Online Counseling services are provided to learners in select programs to enhance the learning experience of the learners.

Strategies for learner participation and engagement:

To ensure learner participation in the counseling sessions and peer group engagement, for development of required competencies and skills, the following strategies are adopted by the University:

1. Pre-Admission Counseling:

- All the educational programs of the University are advertised in local, regional and state level newspapers. In addition to this the same is also posted on University website.
- Social media like facebook, youtube, radio and television are extensively used for programs advertisement and publicity.
- University organizes press meets at the regional centers. Regional centers conduct workshops of LSCs. Learner Support Centers facilitate learners through face to face meetings to provide information of program and employment opportunities.

2. During the Counseling:

- Learners are contacted through phone, e-mail, SMS and by post for attending induction session. During the induction session, learners are informed about the importance of counseling sessions in ODL system. They are advised by the Center Coordinator or visiting officials from the Regional Centers that the essence of successful counseling is self learning through SLM at home and detailed subsequent discussion in the counseling sessions.
- The SLM facilitates the self learning of the learners and encourages them to write down points of doubts / clarification / questions on the blank space on the right and left side of the SLM pages.
- The learners are engaged and encouraged by the academic counselors to discuss the topics and seek clarifications during face to face counseling sessions
- The learners are further informed by the academic counselors during counseling session about the important instructions and notices received from the university headquarter.

- The progress of the learners is monitored through self check questions in the class and through home assignments, continuous assessment and midterm examination during the contact session.

3. Post-Counseling: To examine the development of required competencies and skills by the learners, the University follows continuous assessment system and Tutor Marked Assignments (TMAs) are one of the essential components of this process.

- The learners are informed about TMAs and last date for submission;
- Counseling sessions are also utilized by the students for discussion on TMAs.
- The TMAs are evaluated by the academic counselors and detailed feedback is provided through tutor comments.
- The evaluated assignments are returned to the learners before the commencement of examination to understand their strengths and weaknesses.

Schedules of different counseling activities:

Link of prospectus of each school:

<https://ycmou.digitaluniversity.ac/Content.aspx?ID=1386>




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