Event Report

Capacity-Building Workshop on Content Development for Online Programmes

Organized by: Centre for Internal Quality Assurance (CIQA)
In collaboration with: Centre for Distance and Online Education (CDOE)
Dates: 21st and 23rd December 2024
Venue: Classroom 704, Tower 1, Equinox Business Park, Off. Bandra Kurla Complex (BKC), L.B.S. Marg, Kurla (West), Mumbai – 400070

In pursuance of the University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 and the Content Development Policy for Online Programmes recently adopted by the University, the Centre for Internal Quality Assurance (CIQA) organized a *two-day Capacity-Building Workshop on Content Development for Online Programmes* on 21st and 23rd December 2024.

The workshop was conceptualized as a key quality initiative under CIQA's mandate to ensure that all instructional materials developed for online programmes adhere to the Four-Quadrant Approach, Outcome-Based Education (OBE) principles, plagiarism and copyright compliance, and accessibility standards prescribed by UGC.

This initiative was also aligned with the University's objective to institutionalize a robust internal mechanism for quality assurance in online content creation and delivery through the Centre for Distance and Online Education (CDOE).

Objectives of the Workshop:

The workshop aimed to operationalize the *Content Development Policy* and to build institutional capacity for designing and developing quality digital learning resources in compliance with UGC's regulatory framework. The specific objectives were:

- To familiarize faculty with the UGC (ODL and Online Programmes) Regulations, 2020 and their implications for online content development.
- To build faculty competencies in developing e-content, e-tutorials, web resources, and self-assessment tools under the Four-Quadrant Model.
- To enhance understanding of instructional design principles, learner-centric pedagogy, accessibility standards, and inclusive digital learning practices.
- To promote awareness of copyright, open educational resources (OER), and plagiarism policy compliance.
- To provide hands-on exposure to the Learning Management System (LMS) for uploading, organizing, and delivering course content.

Participants:

The workshop was attended by program coordinator, faculty members, course coordinators, course mentors and technical staff involved in the development and delivery of online courses under CDOE. Representatives from CIQA and the Technical Team participated to ensure regulatory compliance and standardization of content development processes.

ATLAS SKILLTECH UNIVERSITY
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LBS Marg, Kurla West, Mumbai – 400 070
www.atlasuniversity.edu.in

Established vide Maharashtra Act No. XV of 2021 by the Government of Maharashtra

Workshop Proceedings:
Day 1 – 21st December 2024
Theme: *Framework and Compliance for Online Content Development*

- Inaugural Session: Address by Dr. Rajan Welukar, Chairperson, CIQA, on the significance of implementing the Content Development Policy in alignment with UGC's Quality Assurance Framework.

- Session 1: Regulatory Overview and Content Development Process
  Facilitator: Dr. Deepak Gupta, Director, CDOE

- Session 2: Mapping learning Outcomes to the Four-Quadrant Approach
  Facilitator: Dr. Hemal Thakker, Controller of Examination

- Session 3: Institutional Policy Implementation and Quality Audit Mechanisms for Online Content
  Facilitator: Dr. Anand Kopare

Day 2 – 23rd December 2024
Theme: Practical Implementation and Hands-on LMS Training
- Session 1: Developing and Reviewing e-Content under the University's Content Development Policy
  Facilitator: Dr. Naresh Kaushik

- Session 2: Copyright, Accessibility, and Plagiarism Compliance – Institutional Standards and Tools
  Facilitator: Dr. Poonam Singh

Key Outcomes:
- Faculty gained a detailed understanding of the Content Development Policy and its operational linkage with UGC's quality standards.

- The Technical Team demonstrated the integration of the Four-Quadrant Approach on the proposed LMS.

- Participants expressed increased confidence in developing digital course materials that meet regulatory and pedagogical standards.
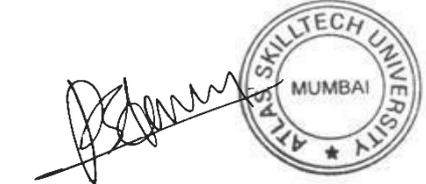

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Geotagged Photographs of Workshop

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