1. What is an LMS?

Learning Management System (LMS) is a digital platform designed to manage and deliver educational courses and content. It provides you a centralized space to access resources, submit assignments, and engage in online learning activities. The LMS we use is Blackboard.

2. How do I access my LMS?

You can access it from learn.cce.upes.ac.in

3. Where do I get my LMS credentials?

Your LMS credentials have been emailed to you from cce-helpdesk@upes.ac.in

Please check your inbox or spam folder for the same.

Your username is your SAP ID (500….)

Your password is Cceupes@123456

(Kindly change your password upon first login to keep your account secure)

4. What can I find on my LMS dashboard?

 Your LMS dashboard usually displays courses you are enrolled in, upcoming assignments, announcements, and communication tools like discussion forums or chat.

5. Can I access the LMS on my mobile device?

Yes, you can download the Blackboard Learn app available both for android and iPhone users. Alternatively, you can download the mobile application from the links attached below-

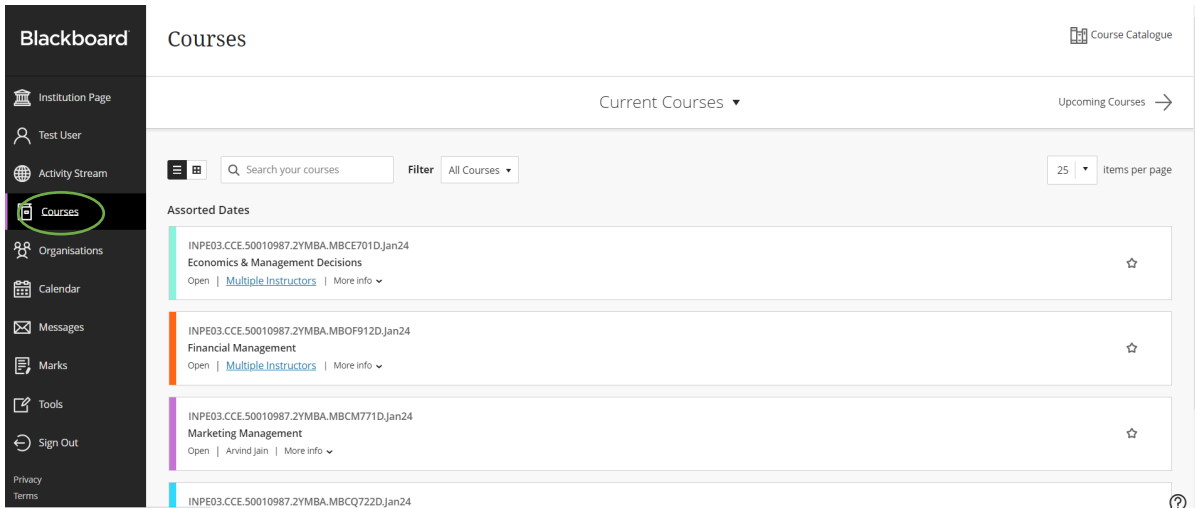**Android-** https://play.google.com/store/apps/details?id=com.blackboard.android.bbstudent&hl=en

iPhone- https://itunes.apple.com/in/app/blackboard-app/id950424861?mt=8

6. What if I experience technical issues with the LMS?

Kindly write to us at cce-helpdesk@upes.ac.in

7. How do I access course materials on the LMS?

Go to courses section to check the list of courses you're enrolled in.

8. How many assignments do I have to submit in a semester?

You have 2 assignments per subject to be submitted.

9. Are assignments subjective or objective?

Assignments are subjective in nature.

10. Is there any plagiarism policy?

Yes, only 10% plagiarism is accepted as per UGC guidelines.

11. Is there a provision of knowing the percentage of plagiarism in my assignment?

Yes. All assignments are safe assign enabled. Safe Assign is an online plagiarism checker tool. As soon as you make an assignment submission on the portal, the safe assign report is processed. You can view it on the portal or on your email.

12. What is the due date of the assignments?

Each cycle has its own due date. You can check the due date of the assignment under the assignment section.

13. What happens if I miss a deadline for an online assignment on LMS?

Assignments cannot be carry forwarded to the next semester. You are required to submit the assignments within the due date.

14. How many attempts do I have for each assignment?

You have only one attempt for each assignment.

15. Can I submit hand-written assignments?

No. Only pdf or word format is acceptable with maximum size limit as 100MB.

16. How can I contact the instructor?

You can use "post your queries" section under each course for all your academic concerns.

17. Is there a way to download course materials for offline access?

You can download the e-book (Self-Learning Material) only. All other content items can only be viewed on the web or mobile application.

18. Can I access previous courses and materials on the LMS after the semester ends?

Yes, the access remains with you until you become an alumni.

19. Will practice quizzes be graded?

No. Practice quizzes are meant for you to check your understanding only.

20. How much attendance do I have to maintain?

Attendance has three components-

1. Attending Live Classes
2. LMS Activity (includes watching e-tutorials, SLMs or attempting practice quizzes)
3. Attempting assignments within the due date.
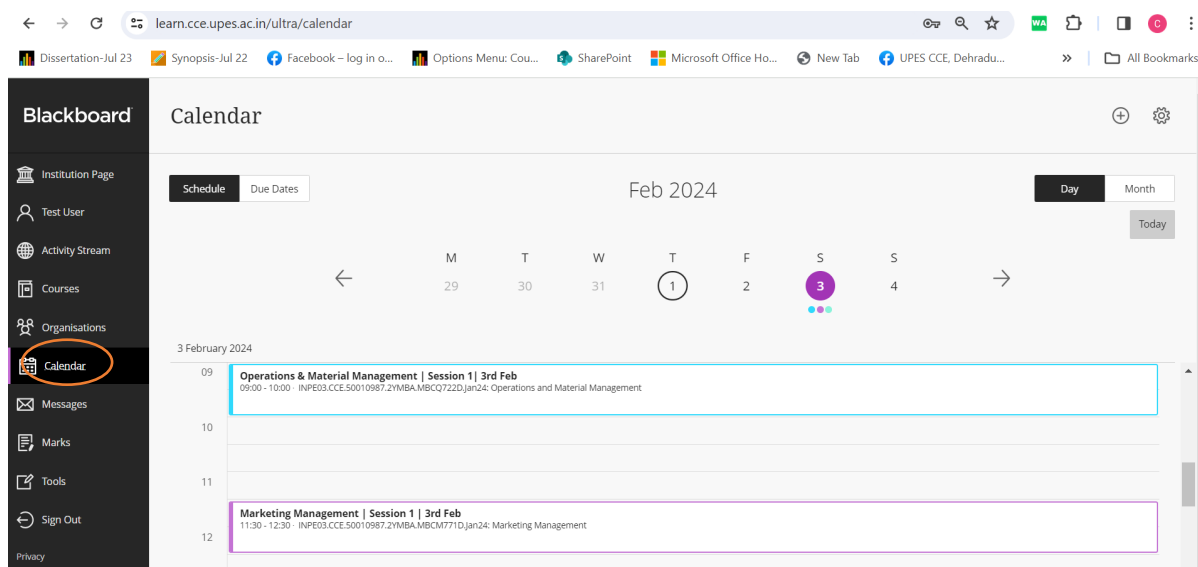
All the above components together should account for 75% of attendance.

21. Where can I view my attendance?

We track your attendance from backend. We do not share attendance percentage with you. However, you will receive regular alerts from us in case you are falling behind.

22.Where can I view the live class calendar?

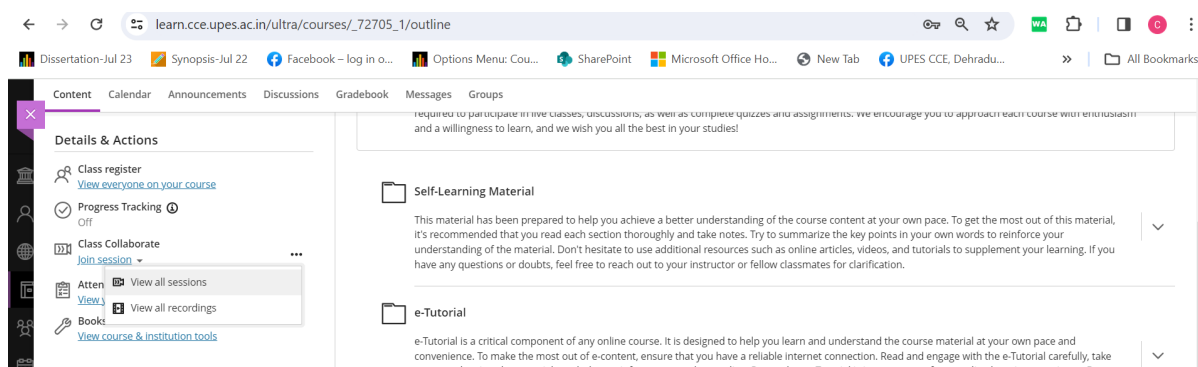You can view it under "Calendar" section on the home page.

23. Where can I attend my live classes?

To attend live classes, you are required to get into respective course.

For example- You need to attend a class for Economics & Management Decisions on 3rd Feb.

Go to Courses → Select "Economics & Management Decisions" → Go to Class Collaborate → Click on three dots just beside Class Collaborate → Go to View all sessions → Filter the session by date & time and click on Join now

Please note Join Now option will be enabled only 15 min prior to the session and not before that.
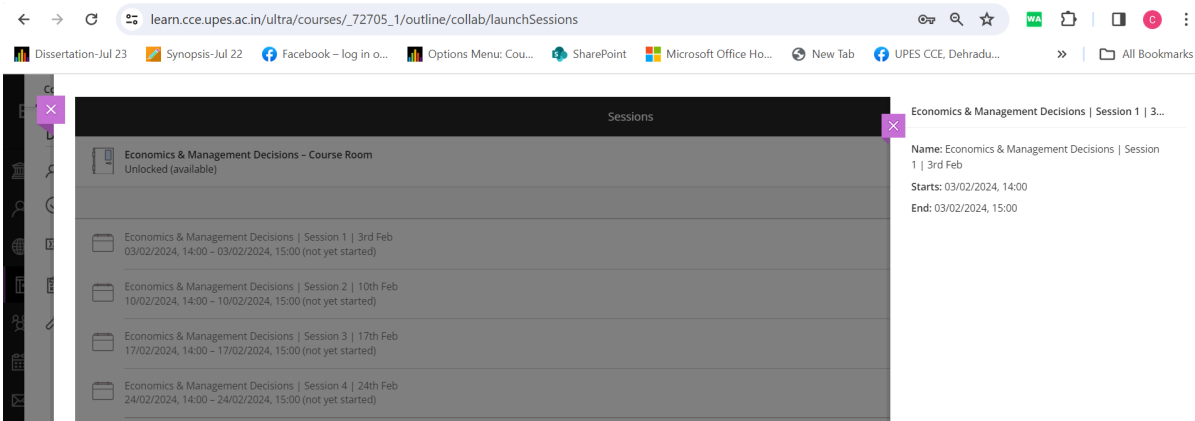
24. Can I view the recording if I miss the live session?

Yes, recording of the session is available immediately after the session.

25. Where can I view the recordings of the missed sessions?

The recordings will be available in respective courses.

Go to courses → Select the course → Go to Class Collaborate → Click on   " View all recordings"
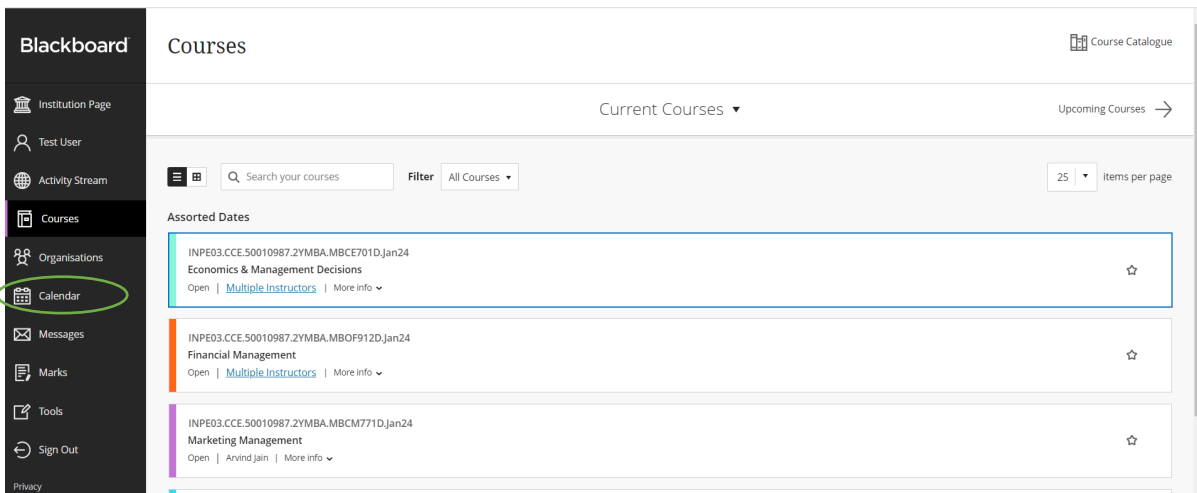→ Filter recordings in a range → Give start date and end date and recordings within the mentioned
range shall appear.
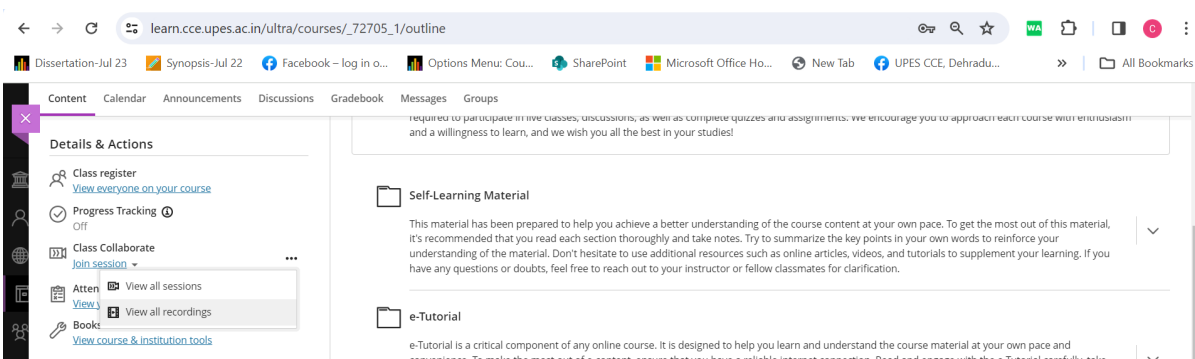
26. Can I get alerts or notification before the live class?

Yes. You can sync the blackboard calendar with google calendar.

27. How can I sync my blackboard calendar with google calendar.
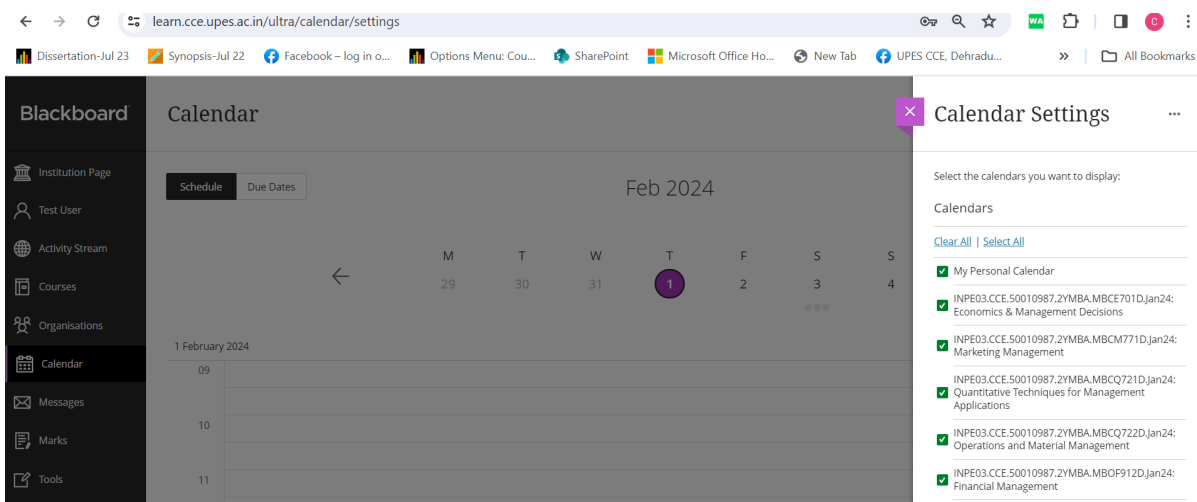
Step 1- Go to the home page and click on calendar.
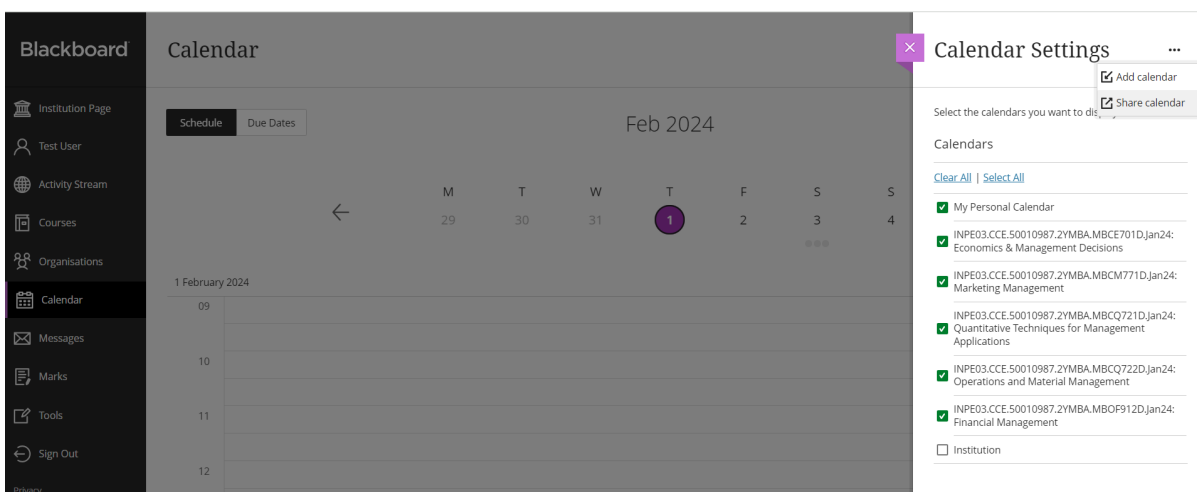
Step 2- Click on calendar settings on the top right corner.

Step 3- Click on the three dots next to calendar setting & select share calendar.

Step 4- Copy the link.
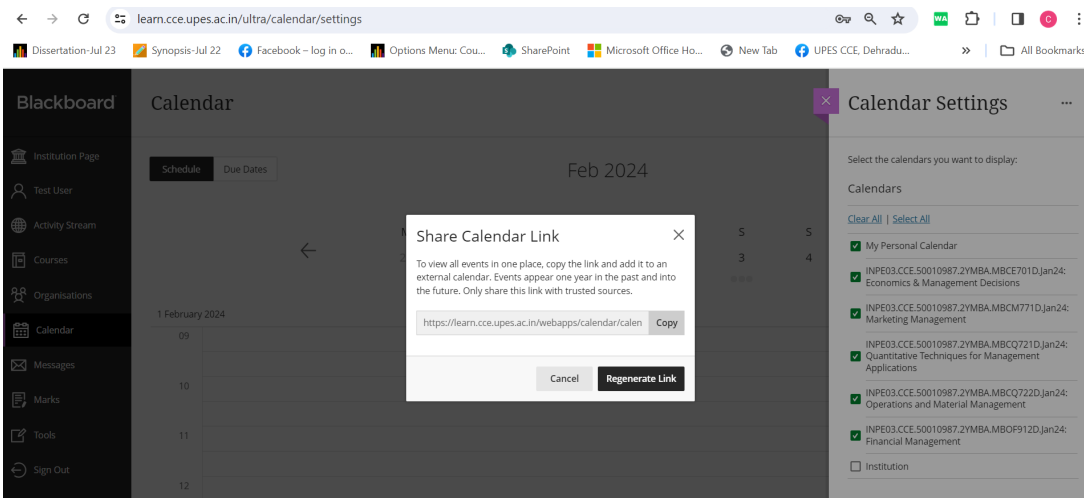
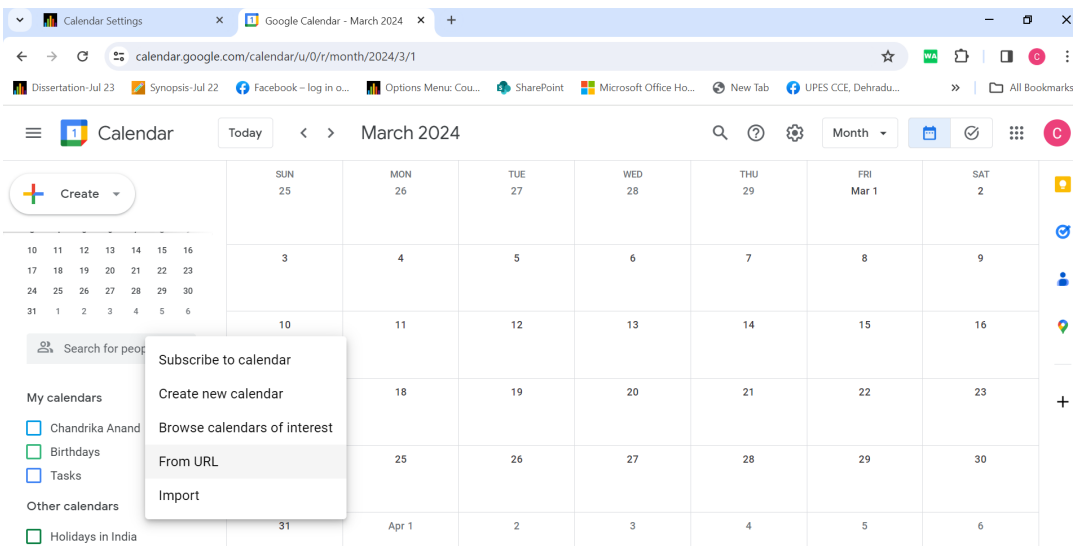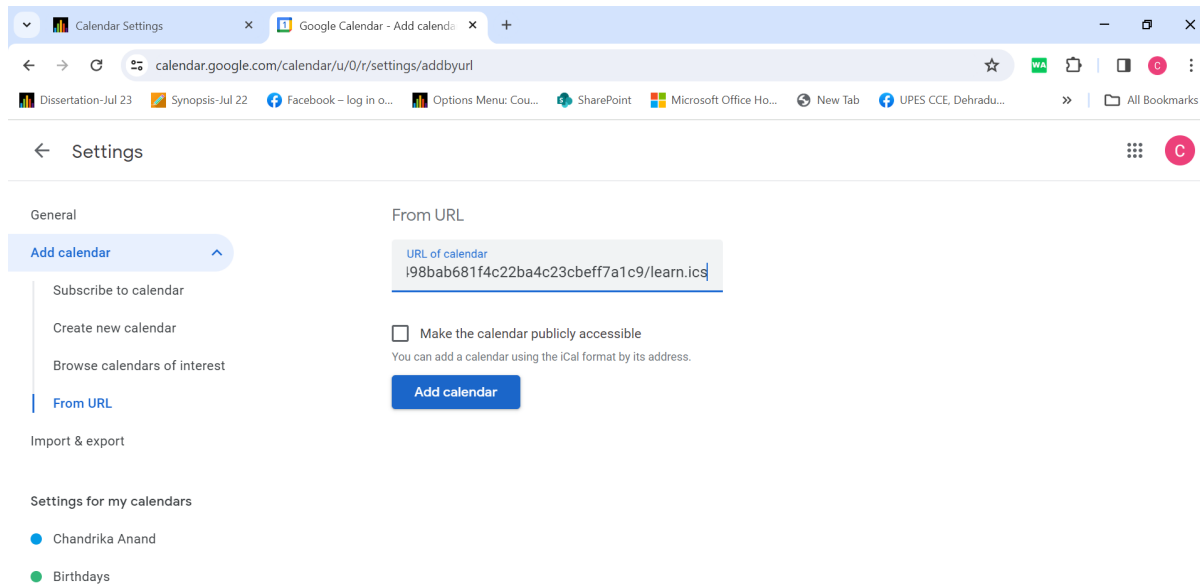Step 5- Login into Google Calendar on the browser.
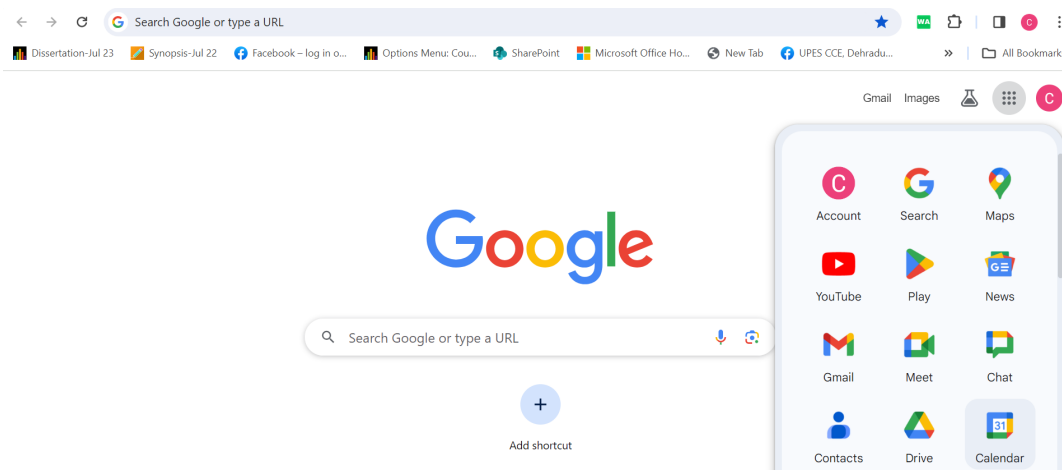
Step 6- Select other calendars on the bottom left.

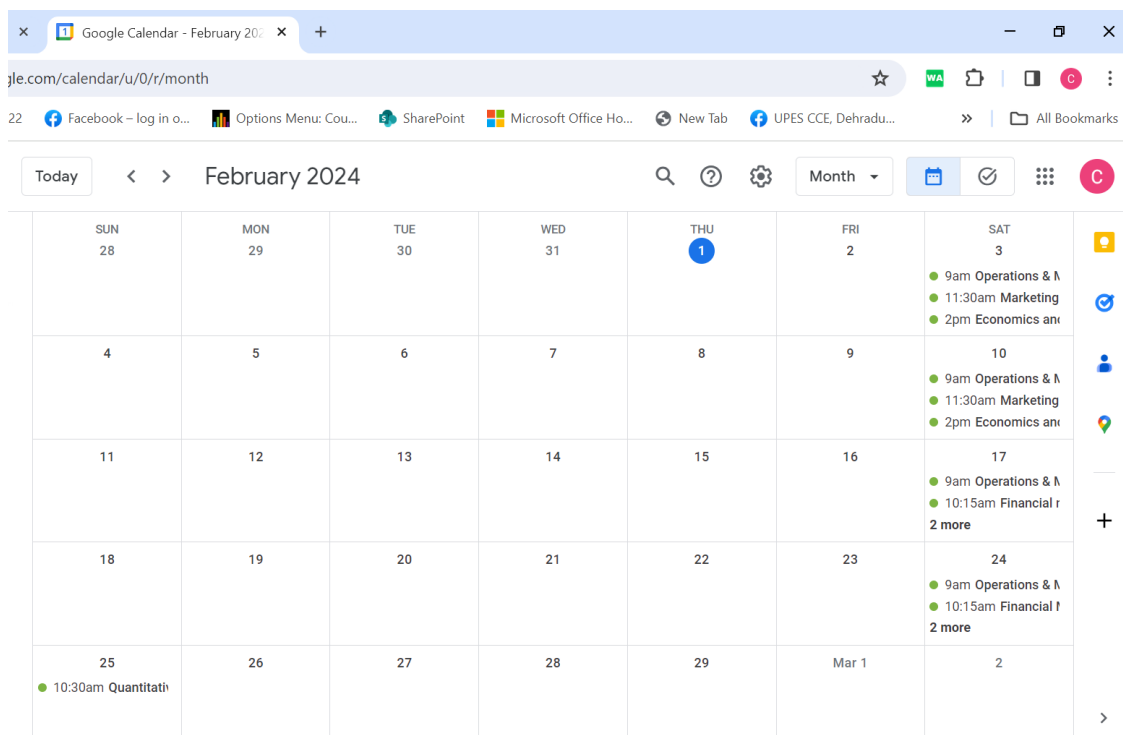Step 7- Select From URL and paste the link you copied from blackboard here and select add calendar.

Step 8- The calendar will now be added to your personal google calendar. Enable notifications to get alerts.

28. What does the classroom look like?

The classes are hosted in Blackboard. The Program Orientation and LMS orientation is a great introduction to the online classroom.

29. I missed orientation for blackboard. Can I have the recording?

The recording of orientation can be found on Blackboard. Please look at them and come back to us if you need any help. You will find it on the content page under "Orientation Sessions" folder.

30. How do I submit my assignment?

Go to Course → Select Assignments → Go to Assignment 1 or 2 → Assignment submission box will open → Paste content in submission box or insert a word or pdf file here.