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UNIVERSITY

*Shaping Lives...
Empowering Communities...*

CENTURION UNIVERSITY OF TECHNOLOGY & MANAGEMENT

STEP-BY-STEP PROCESS FOR COURSE CONFIGURATION ON MOOC PLATFORM



This document provides configuration details of four courses created on MOOC. The courses developed on Udemy are:

COURSE 1: GERBERA CULTIVATION

COURSE 2: FUNDAMENTALS OF CULTURE

COURSE 3: CONTEMPORARY DEVELOPMENT COMMUNICATION

COURSE 4: DENDROBIUM ORCHIDS UNDER PROTECTED ENVIRONMENTS

Dr. Anita Patra

Registrar, CUTM



COURSE -1



COURSE TITLE: GERBERA CULTIVATION

COURSE SUB-TITLE: A PROFITABLE ENTERPRISE

INSTRUCTORS:

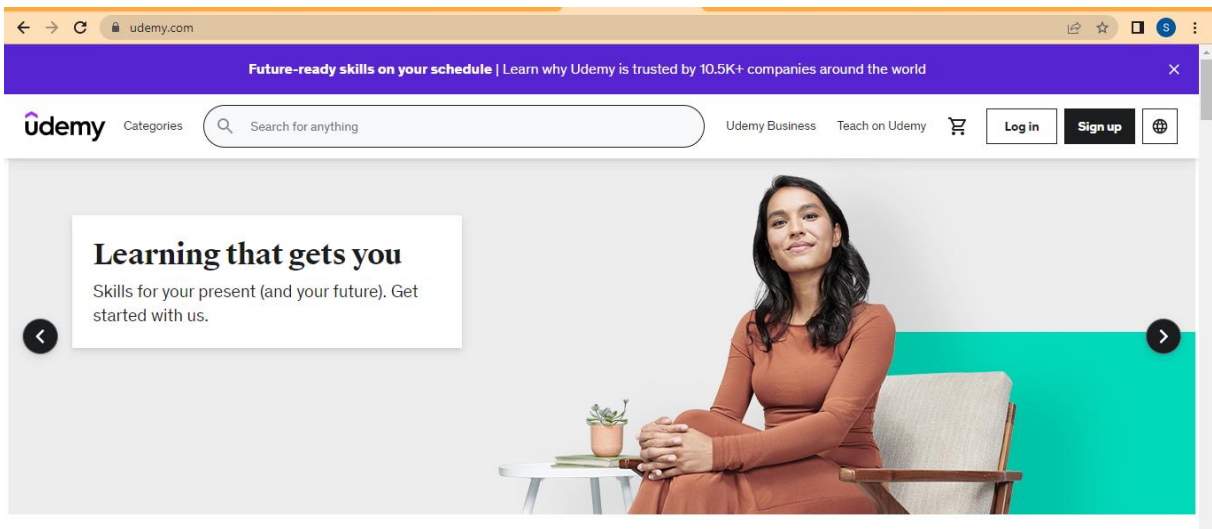
Sagar Maitra and Lalichetti Sagar

Department of Agronomy and Agroforestry, MSSSoA, Centurion University of Technology and Management, Odisha.

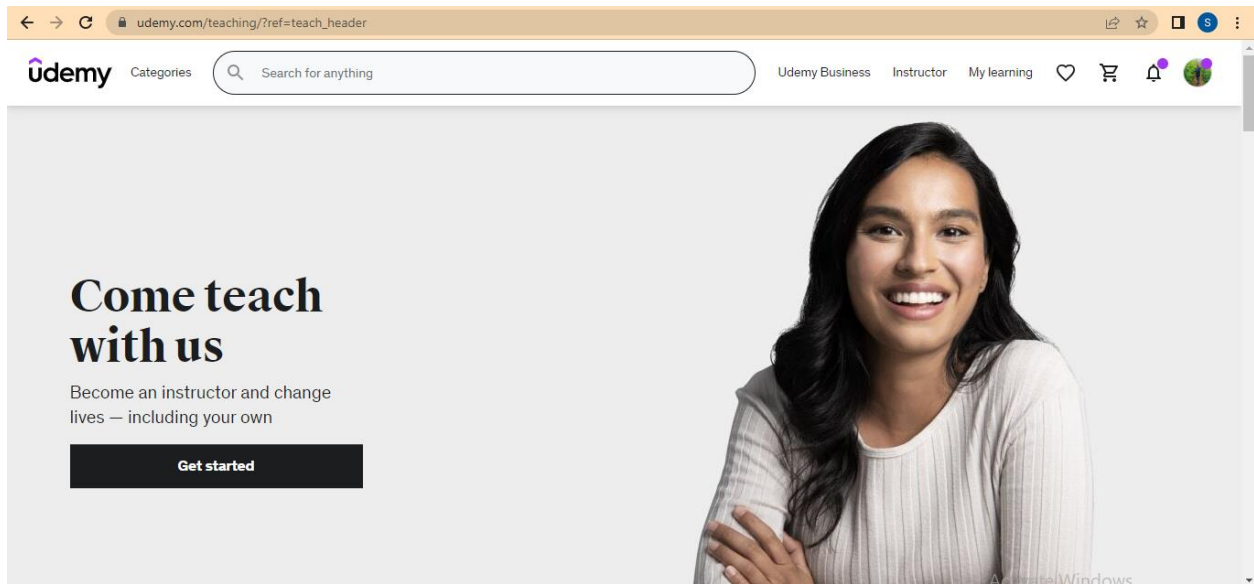
This document provides step-by-step instruction for course configuration on Udemy.

STEP 1: VISIT <https://www.udemy.com/>

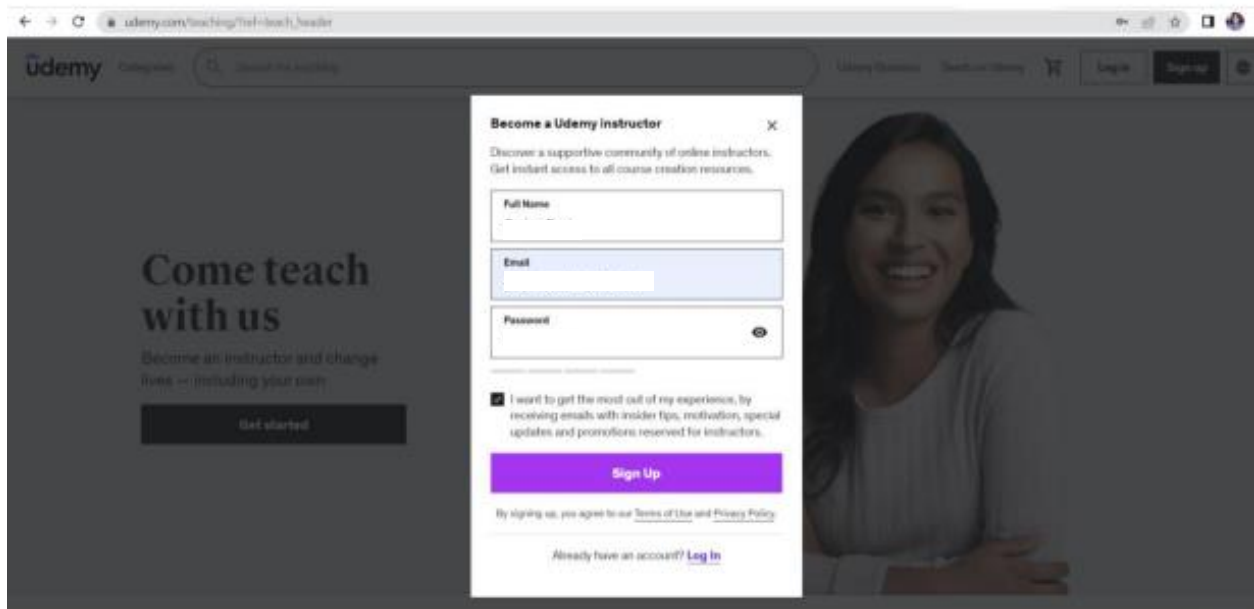
STEP- 2: CLICK ON TEACH ON UDEMY



STEP 3: GET STARTED WITH THE COURSE CONFIGURATION



STEP 4: SIGN UP TO BECOME AN UDEMY INSTRUCTOR



STEP 5: DECIDE WHAT TYPE OF COURSE YOU'RE MAKING

udemy Step 1 of 4 Exit

First, let's find out what type of course you're making.

Course
Create rich learning experiences with the help of video lectures, quizzes, coding exercises, etc.

Practice Test
Help students prepare for certification exams by providing practice questions.

Continue

STEP 6: PROVIDE A TITLE

udemy Step 2 of 4 Exit

How about a working title?

It's ok if you can't think of a good title now. You can change it later.

Gerbera Cultivation 41

Previous Continue

STEP 7: SELECT WHAT CATEGORY BEST FITS THE KNOWLEDGE YOU'LL SHARE

The screenshot shows the Udeemy course creation interface at step 3 of 4. The main heading is "What category best fits the knowledge you'll share?". Below the heading is a subtext: "If you're not sure about the right category, you can change it later." A dropdown menu is open, displaying a list of categories: "Choose a category", "Development", "Business", "Finance & Accounting", "IT & Software", "Office Productivity", "Personal Development", "Design", "Marketing", "Lifestyle", "Photography & Video", "Health & Fitness", "Music", "Teaching & Academics" (highlighted in blue), and "I don't know yet". Navigation buttons "Previous" and "Continue" are visible. An "Activate Windows" watermark is present in the bottom right corner.

STEP 8: SELECT HOW MUCH TIME CAN YOU SPEND CREATING YOUR COURSE PER WEEK?

The screenshot shows the Udeemy course creation interface at step 4 of 4. The main heading is "How much time can you spend creating your course per week?". Below the heading is a subtext: "There's no wrong answer. We can help you achieve your goals even if you don't have much time." Four radio button options are listed: "I'm very busy right now (0-2 hours)", "I'll work on this on the side (2-4 hours)" (selected), "I have lots of flexibility (5+ hours)", and "I haven't yet decided if I have time". Navigation buttons "Previous" and "Create Course" are visible. An "Activate Windows" watermark is present in the bottom right corner.

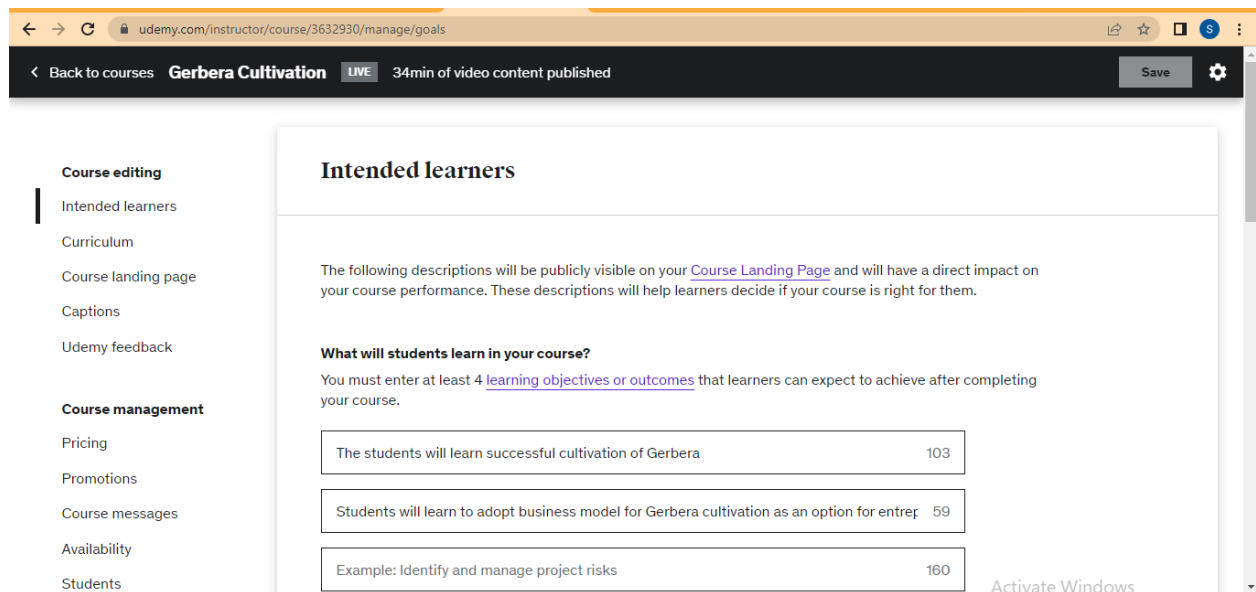
STEP 9: CONTINUE TO CREATE A COURSE

9.1. Intended Learners

The instructor need to answer three questions to fill this section

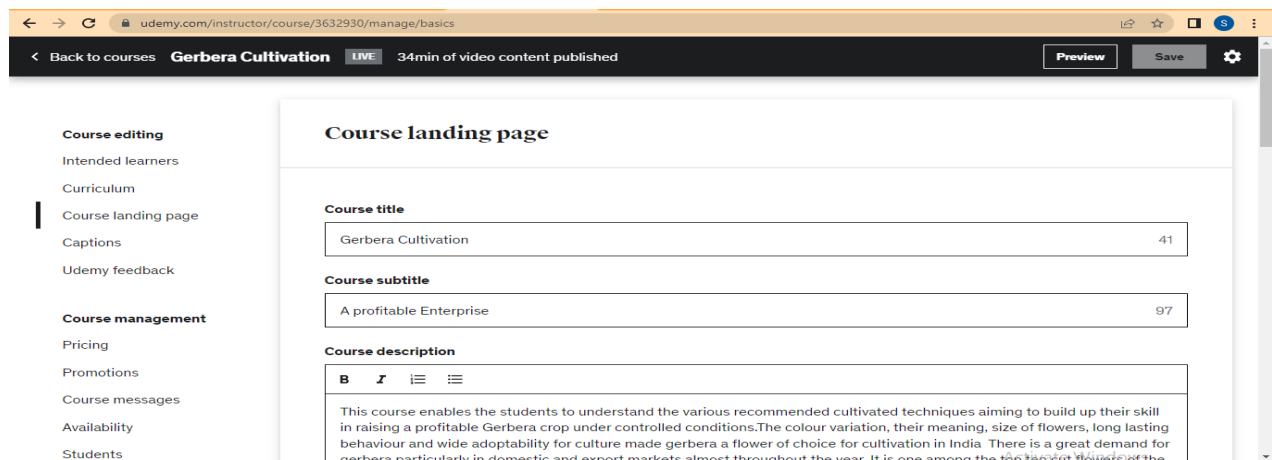
- 1) What will students learn in your course?
- 2) What are the requirements or prerequisites for taking your course?

3) Who is this course for?



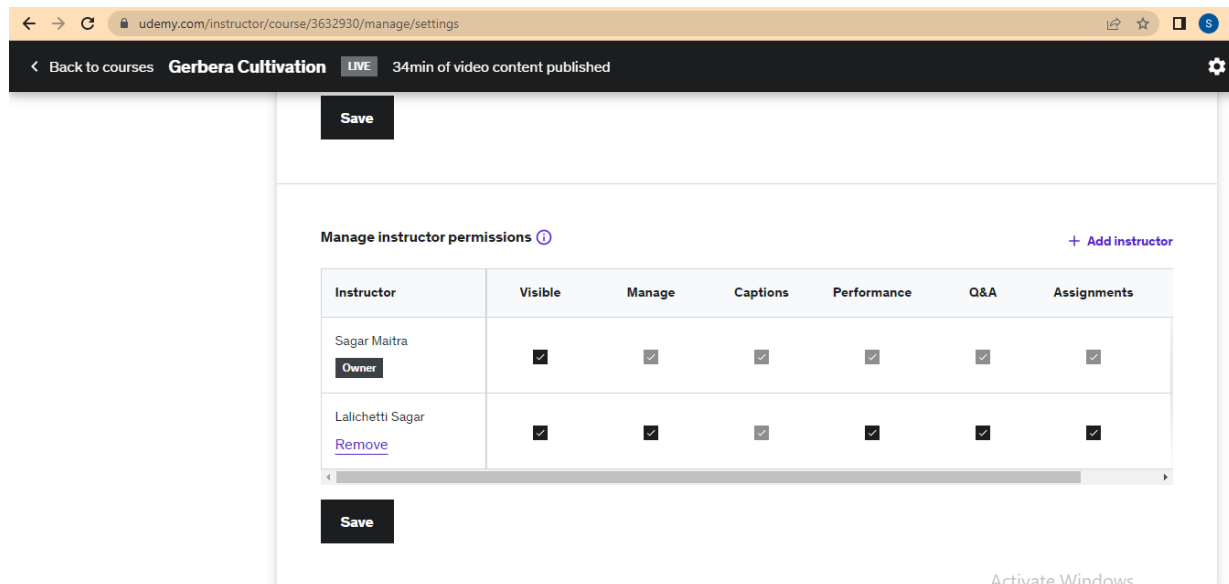
9.2. CREATE COURSE LANDING PAGE

This instructor should provide course title, subtitle, course description, basic information, course image, promotional video and add instructors profile



9.3 ADDITION OF CO-INSTRUCTORS

The owner of the course shall click on setting option in the course landing page to add co-instructors



9.4 CURRICULUM

Here's where you add course content—like lectures, course sections, assignments, and more. Click a + icon on the left to get started.

Course structure

Planning your course carefully will create a clear learning path for students and help you once you film. Think down to the details of each lecture including the skill you'll teach, estimated video length, practical activities to include, and how you'll create introductions and summaries.

Follow the guidelines

Tips

- Start with your goals.
- Setting goals for what learners will accomplish in your course (also known as learning objectives) at the beginning will help you determine what content to include in your course and how you will teach the content to help your learners achieve the goals.
- Create an outline.
- Decide what skills you'll teach and how you'll teach them. Group related lectures into sections. Each section should have at least 3 lectures, and include at least one assignment or practical activity. Learn more.
- Introduce yourself and create momentum.
- People online want to start learning quickly.
- Make an introduction section that gives learners something to be excited about in the first 10 minutes.
- Sections have a clear learning objective.
- Introduce each section by describing the section's goal and why it's important.
- Give lectures and sections titles that reflect their content and have a logical flow.
- Lectures cover one concept.

- A good lecture length is 2-7 minutes to keep students interested and help them study in short bursts. Cover a single topic in each lecture so learners can easily find and re-watch them later.
- Mix and match your lecture types.
- Alternate between filming yourself, your screen, and slides or other visuals. Showing yourself can help learners feel connected.
- Practice activities create hands-on learning.
- Help learners apply your lessons to their real world with projects, assignments, coding exercises, or worksheets.
- Requirements
- See the complete list of course quality requirements
- The course must have at least five lectures
- All lectures must add up to at least 30+ minutes of total video
- Your course is composed of valuable educational content and free of promotional or distracting materials

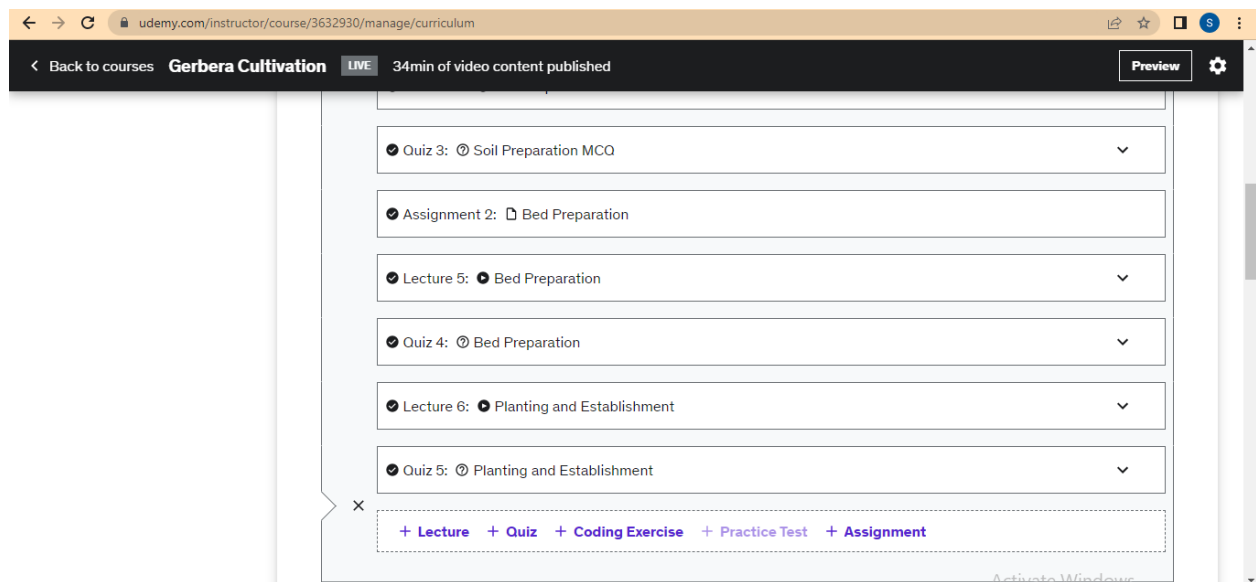
Check Resources on UdeMy Site

- UdeMy Trust & Safety
- Our policies for instructors and students
- Join the instructor community
- A place to connect with other instructors
- Official UdeMy Course: How to Create an Online Course
- Learn about course creation from the UdeMy Instructor Team and experienced instructors

CLICK A + ICON ON THE LEFT TO GET STARTED.

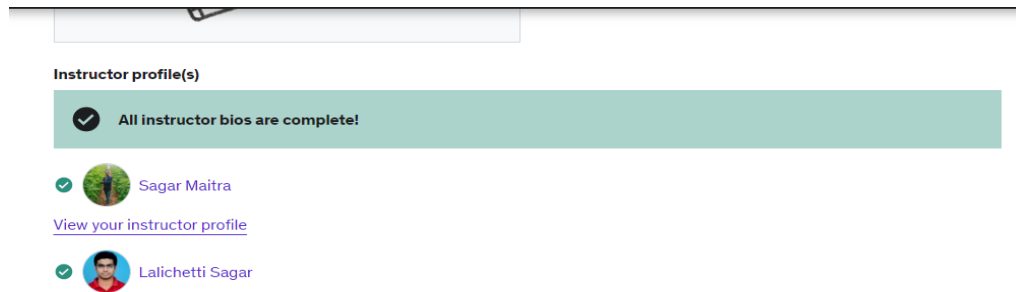
Click a + icon Outside the box to add new section

Click a + icon Inside the box to add course content—like lectures, course sections, assignments, and more




10. INSTRUCTOR PROFILE AND SETTINGS


View and save your instructor profile



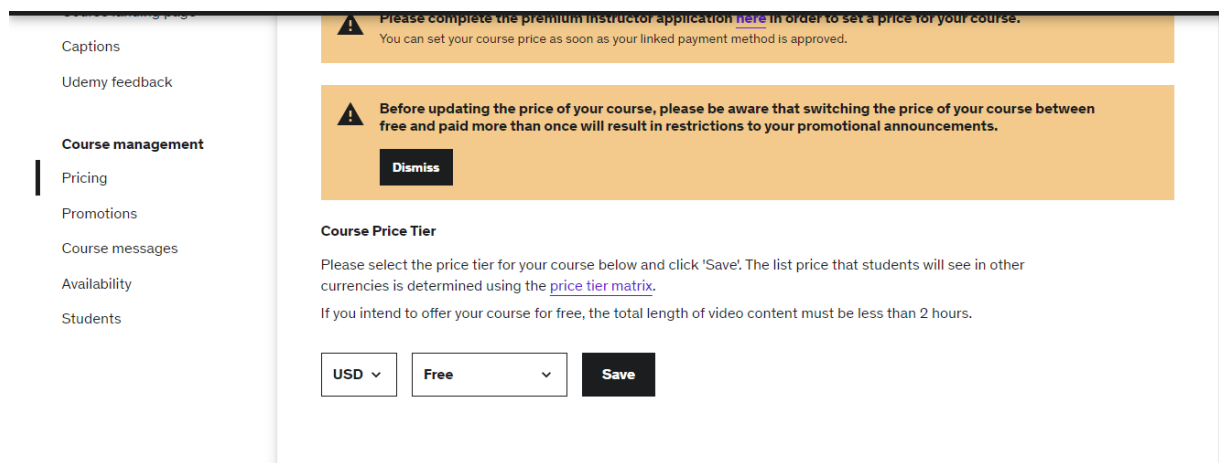
Instructor profile(s)

✓ All instructor bios are complete!

✓  Sagar Maitra
[View your instructor profile](#)

✓  Lalichetti Sagar

11. DECIDE THE PRICING OF THE COURSE



Course management

- Captions
- Udemty feedback
- Course management**
- Pricing
- Promotions
- Course messages
- Availability
- Students

Warning: Please complete the premium instructor application [here](#) in order to set a price for your course. You can set your course price as soon as your linked payment method is approved.

Warning: Before updating the price of your course, please be aware that switching the price of your course between free and paid more than once will result in restrictions to your promotional announcements.

Dismiss

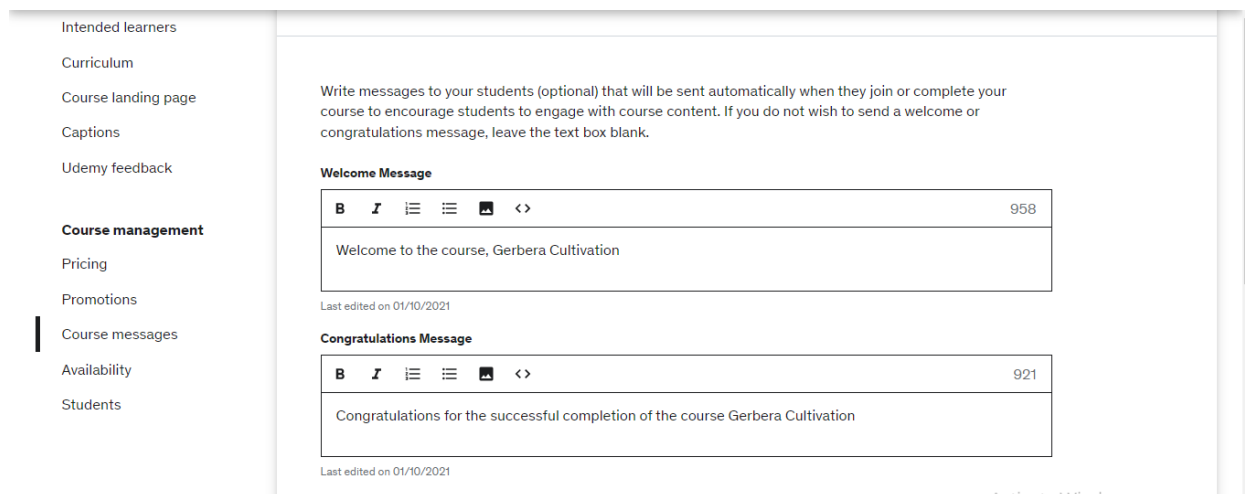
Course Price Tier

Please select the price tier for your course below and click 'Save'. The list price that students will see in other currencies is determined using the [price tier matrix](#).

If you intend to offer your course for free, the total length of video content must be less than 2 hours.

USD | Free | Save

12. WRITE COURSE MESSAGES THAT WILL BE SENT AUTOMATICALLY WHEN STUDENTS JOIN OR COMPLETE YOUR COURSE TO ENCOURAGE STUDENTS TO ENGAGE WITH COURSE CONTENT.



Course management

- Intended learners
- Curriculum
- Course landing page
- Captions
- Udemty feedback
- Course management**
- Pricing
- Promotions
- Course messages
- Availability
- Students

Write messages to your students (optional) that will be sent automatically when they join or complete your course to encourage students to engage with course content. If you do not wish to send a welcome or congratulations message, leave the text box blank.

Welcome Message

B I [List Bullets] [List Squares] [Link] [Code] 958

Welcome to the course, Gerbera Cultivation

Last edited on 01/10/2021

Congratulations Message

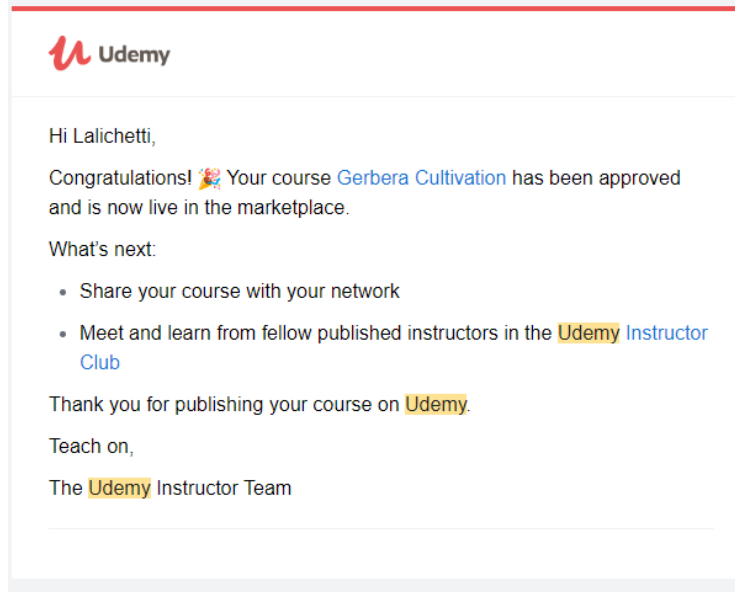
B I [List Bullets] [List Squares] [Link] [Code] 921

Congratulations for the successful completion of the course Gerbera Cultivation

Last edited on 01/10/2021

13. SUBMIT FOR REVIEW

The course is reviewed and published live on MOOC Platform



COURSE -2



COURSE TITLE: FUNDAMENTALS OF CULTURE

Dr. Atanu Deb

Associate Professor, Agricultural Extension Education,
Centurion University of Technology & Management

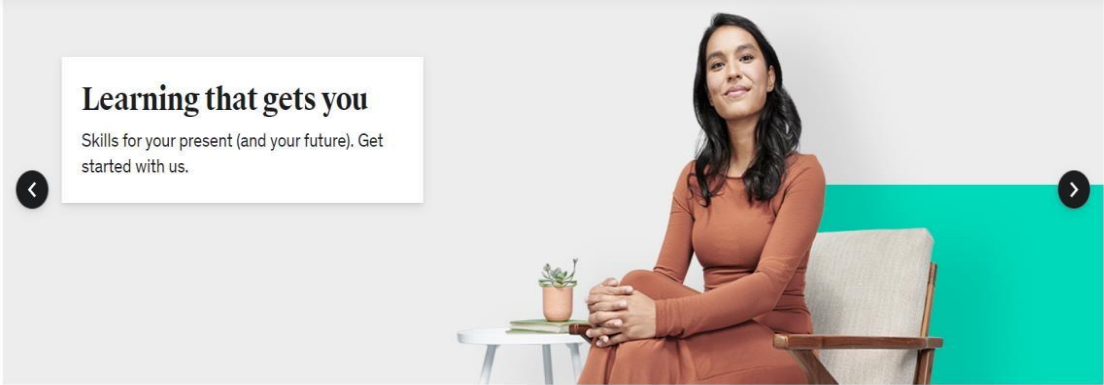
This document provides step-by-step instruction for course configuration on MOOC platform.

Step 1: VISIT <https://www.udemy.com/>

STEP- 2: CLICK ON TEACH ON UDEMY

Future-ready skills on your schedule | Learn why UdeMy is trusted by 10.5K+ companies around the world

UdeMy Categories UdeMy Business Teach on UdeMy [Log in](#) [Sign up](#)

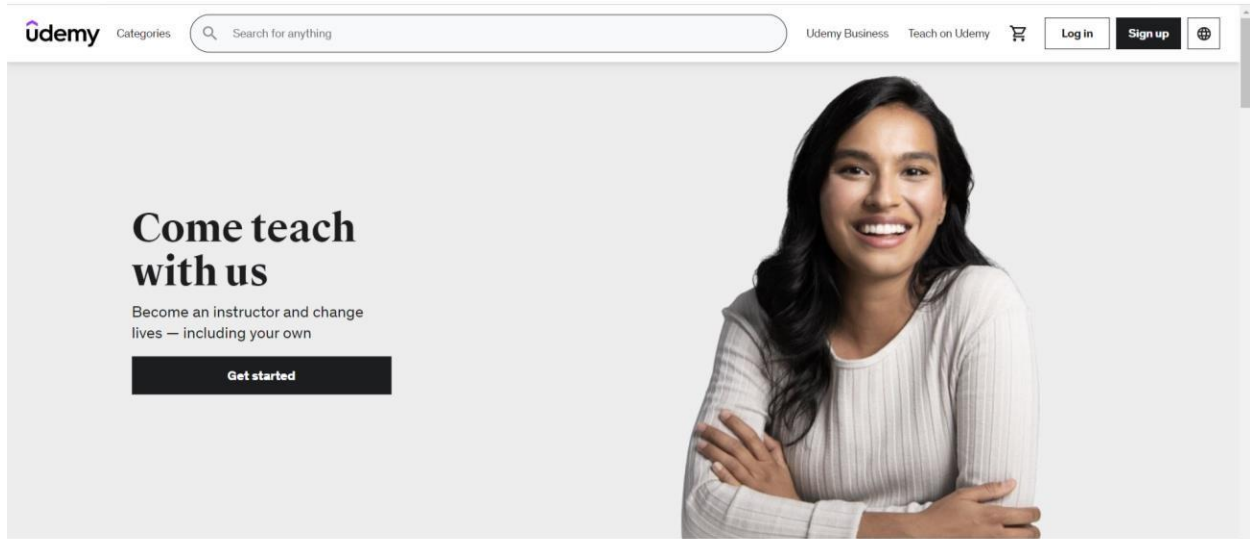


Learning that gets you
Skills for your present (and your future). Get started with us.

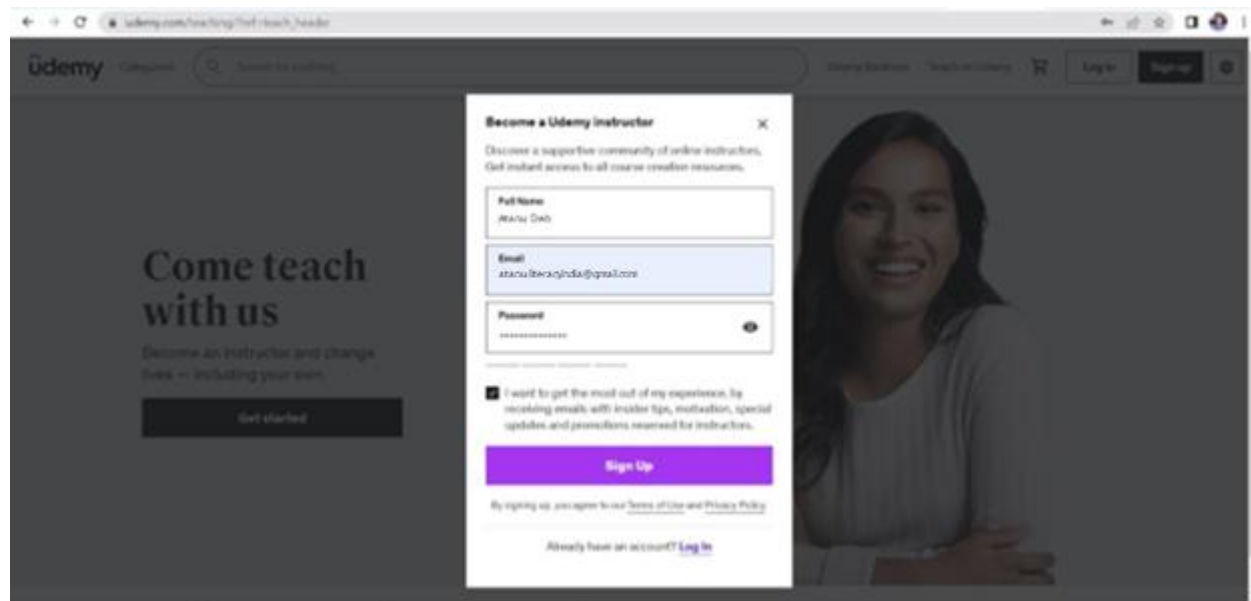
A broad selection of courses
Choose from 185,000 online video courses with new additions published every month

[Python](#) [Excel](#) [Web Development](#) [JavaScript](#) [Data Science](#) [AWS Certification](#) [Drawing](#)

STEP 3: GET STARTED WITH COURSE CONFIGURATION

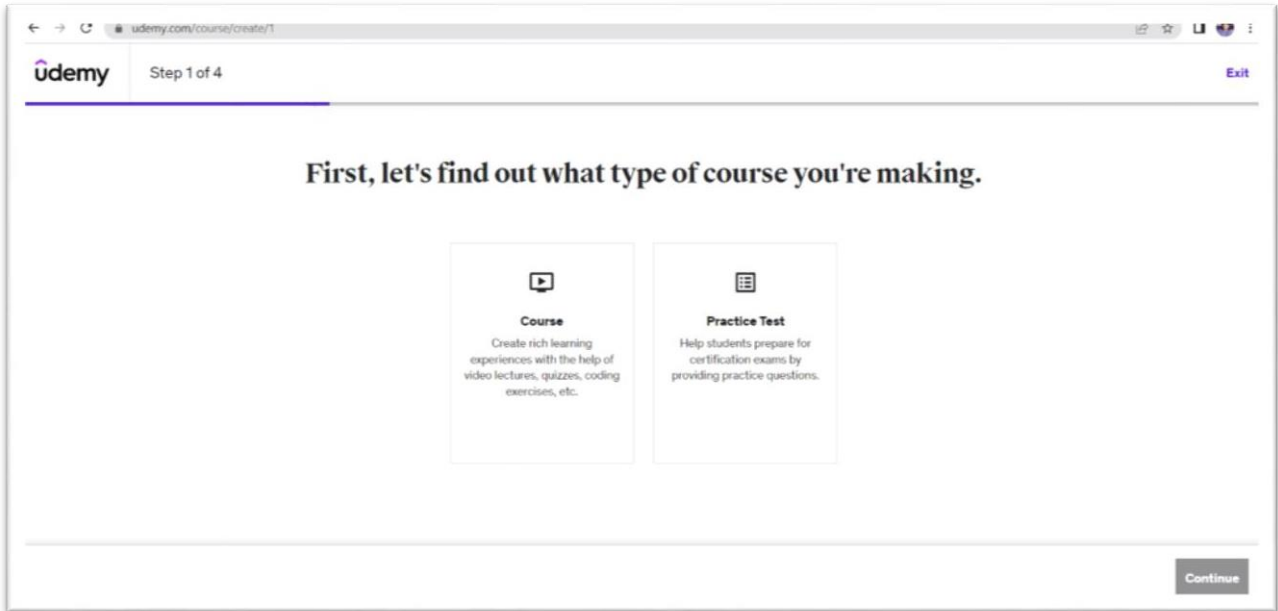


STEP 4: SIGN UP TO BECOME UDEMY INSTRUCTOR



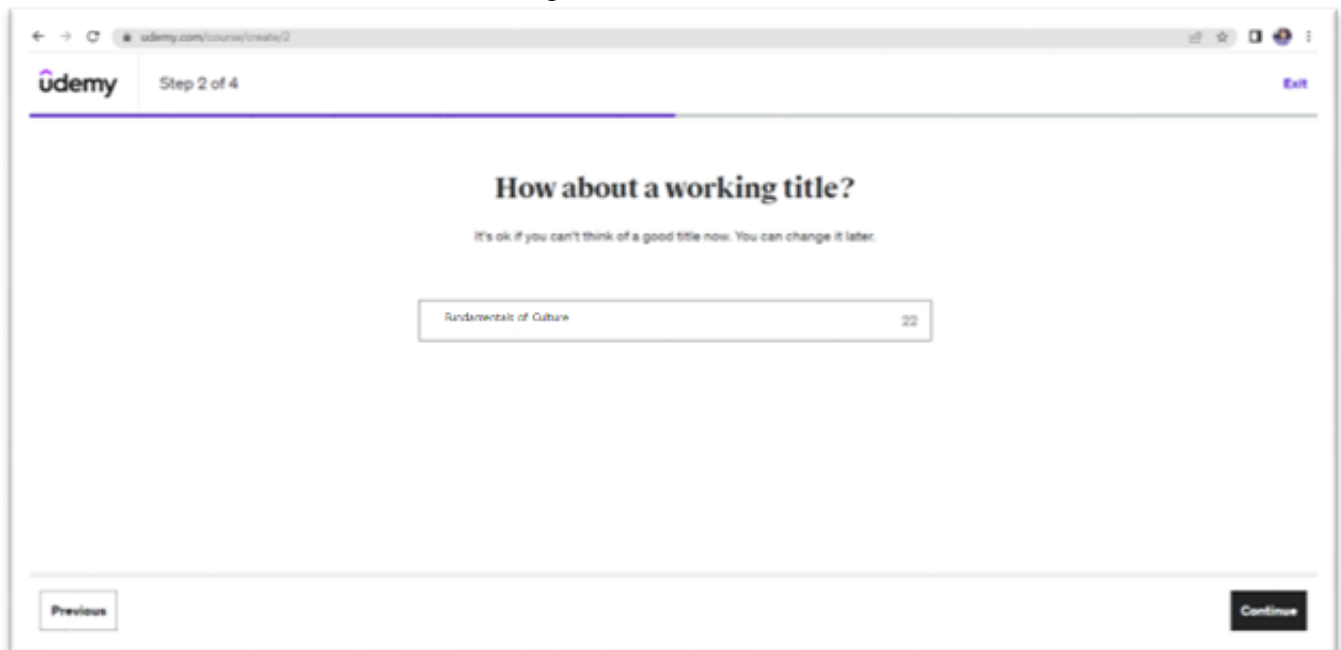
STEP 5: DECIDE WHAT TYPE OF COURSE YOU'RE MAKING

Click on course and practice test to explore about the type of courses.



STEP 6: PROVIDE A TITLE

Provide course title. The title can be changed later.



STEP 7: SELECT WHAT CATEGORY BEST FITS THE KNOWLEDGE YOU'LL SHARE?

The screenshot shows a web browser window at the URL `udemy.com/course/create/3`. The page title is "Step 3 of 4". The main heading is "What category best fits the knowledge you'll share?". Below the heading is a subtext: "If you're not sure about the right category, you can change it later." A dropdown menu is open, showing a list of categories: "Choose a category", "Development", "Business", "Finance & Accounting", "IT & Software", "Office Productivity", "Personal Development", "Design", "Marketing", "Lifestyle", "Photography & Video", "Health & Fitness", "Music", "Teaching & Academics" (highlighted in blue), and "I don't know yet". At the bottom left is a "Previous" button and at the bottom right is a "Continue" button.

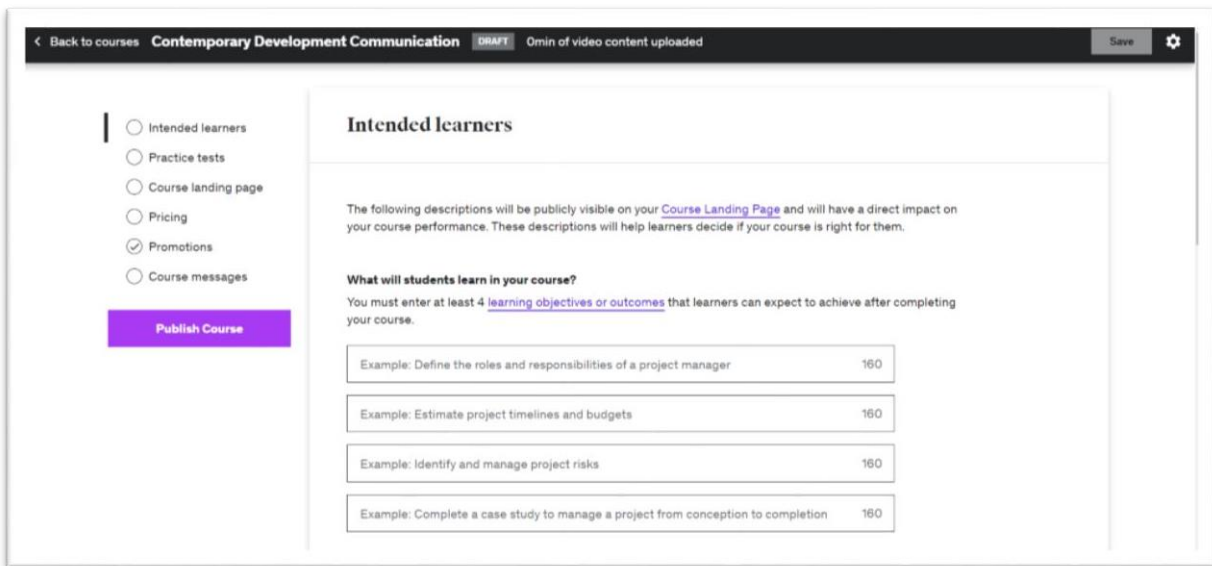
STEP 8: SELECTION OF TIME FOR CREATING COURSE PER WEEK

The screenshot shows a web browser window at the URL `udemy.com/course/create/4`. The page title is "Step 4 of 4". The main heading is "How much time can you spend creating your course per week?". Below the heading is a subtext: "There's no wrong answer. We can help you achieve your goals even if you don't have much time." There are four radio button options: "I'm very busy right now (0-2 hours)", "I'll work on this on the side (2-4 hours)" (selected), "I have lots of flexibility (5+ hours)", and "I haven't yet decided if I have time". At the bottom left is a "Previous" button and at the bottom right is a "Create Course" button.

STEP 9: CONTINUE TO CREATE A COURSE (FUNDAMENTALS OF CULTURE)

9.1. Intended Learners

This section should contain intended learners and define the course objectives. The instructor must add at least 4 learning objectives or outcomes that learners can expect to achieve after completing your course. Learning objectives can't be longer than 160 characters



The screenshot shows a web interface for creating a course. The top navigation bar includes a back arrow, the course title 'Contemporary Development Communication', a 'DRAFT' status, and a 'Save' button. A sidebar on the left contains a list of course settings: 'Intended learners' (selected), 'Practice tests', 'Course landing page', 'Pricing', 'Promotions', and 'Course messages'. A purple 'Publish Course' button is at the bottom of the sidebar. The main content area is titled 'Intended learners' and contains the following text: 'The following descriptions will be publicly visible on your [Course Landing Page](#) and will have a direct impact on your course performance. These descriptions will help learners decide if your course is right for them.' Below this is a section titled 'What will students learn in your course?' with the instruction: 'You must enter at least 4 [learning objectives or outcomes](#) that learners can expect to achieve after completing your course.' There are four text input fields, each with a 160-character limit. The examples provided are: 'Example: Define the roles and responsibilities of a project manager', 'Example: Estimate project timelines and budgets', 'Example: Identify and manage project risks', and 'Example: Complete a case study to manage a project from conception to completion'.

9.2. CREATE COURSE LANDING PAGE

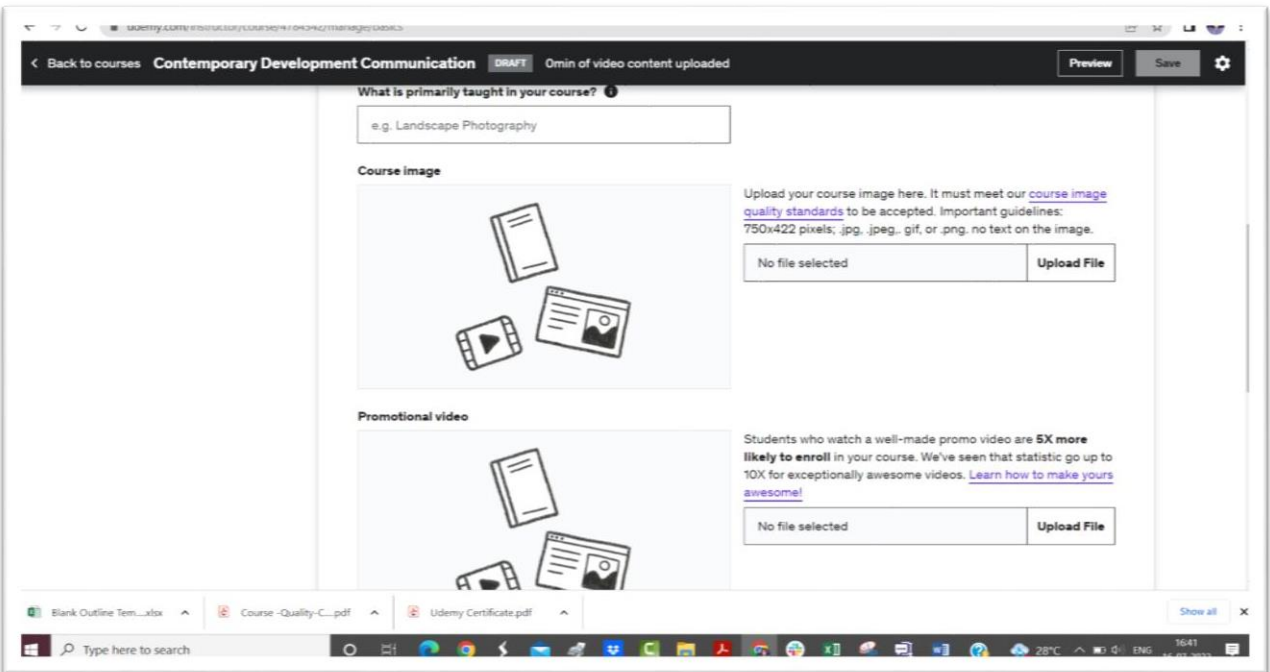
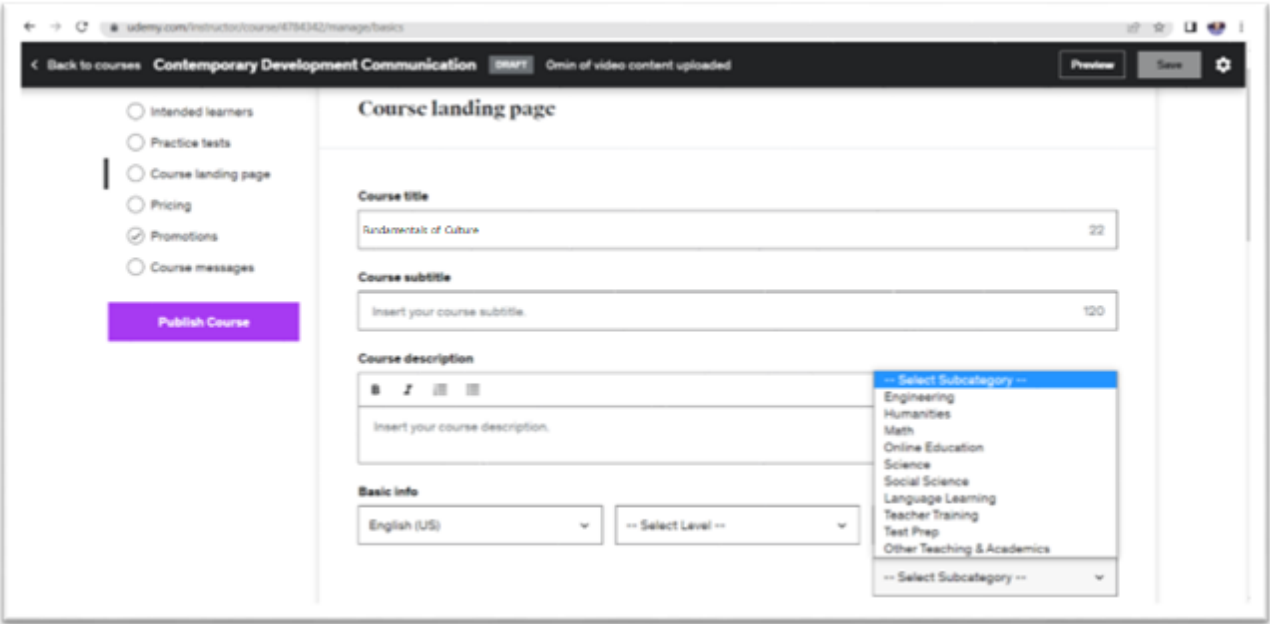
The landing page should contain the following information:

What will students learn in your course?

What are the requirements or prerequisites for taking your course?

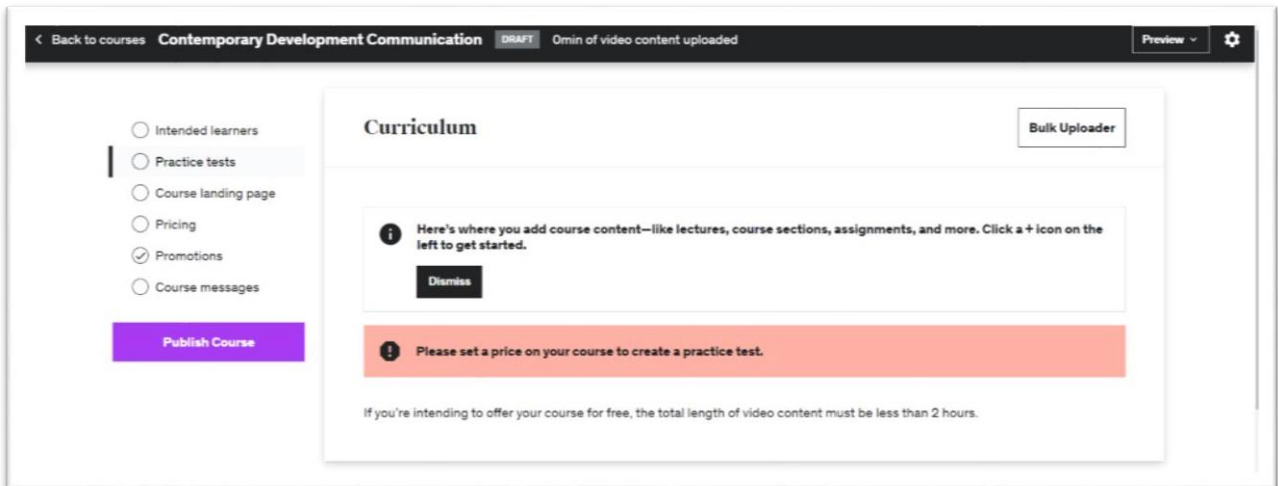
Who is this course for?

Provide the course title, subtitle, course description, basic information, course image, promotional video.



9.3. Practice Tests in Curriculum

Here's where you add course content—like lectures, course sections, assignments, and more. Click a + icon on the left to get started.



Course structure

Planning your course carefully will create a clear learning path for students and help you once you film. Think down to the details of each lecture including the skill you'll teach, estimated video length, practical activities to include, and how you'll create introductions and summaries.

Follow the

guidelines

- Start with your goals.
- Setting goals for what learners will accomplish in your course (also known as learning objectives) at the beginning will help you determine what content to include in your course and how you will teach the content to help your learners achieve the goals.
- Create an outline.
- Decide what skills you'll teach and how you'll teach them. Group related lectures into sections. Each section should have at least 3 lectures, and include at least one assignment or practical activity. [Learn more.](#)
- Introduce yourself and create momentum.
- People online want to start learning quickly. Make an introduction section that gives learners something to be excited about in the first 10 minutes.
- Sections have a clear learning objective.
- Introduce each section by describing the section's goal and why it's important. Give lectures and sections titles that reflect their content and have a logical flow.
- Lectures cover one concept.
- A good lecture length is 2-7 minutes to keep students interested and help them study in short bursts. Cover a single topic in each lecture so learners can easily find and re-watch them later.
- Mix and match your lecture types.
- Alternate between filming yourself, your screen, and slides or other visuals. Showing yourself can help learners feel connected.

- Practice activities create hands-on learning.
- Help learners apply your lessons to their real world with projects, assignments, coding exercises, or worksheets.
- Requirements
- See the complete list of course quality requirements
- The course must have at least five lectures
- All lectures must add up to at least 30+ minutes of total video
- Your course is composed of valuable educational content and free of promotional or distracting materials

Check Resources on Udemy Site

- Udemy Trust & Safety
- Our policies for instructors and students
- Join the instructor community
- A place to connect with other instructors
- Official Udemy Course: How to Create an Online Course
- Learn about course creation from the Udemy Instructor Team and experienced instructors

CLICK A + ICON ON THE LEFT TO GET STARTED.

Click a + icon **Outside the box to add new section**

Click a + icon Inside the box to add course content—like lectures, course sections, assignments, and more.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Fundamentals of Culture' on UDEMY. The URL is 'udemy.com/course/fundamentals-of-culture/learn/lecture/24813074#overview'. The main content area on the left contains text about the course, including a list of 'Areas of study include:' with six items: 1. What is Culture?, 2. Popular Culture, 3. Subculture, 4. Various concepts of culture, 5. Cultural study, and 6. Theories of Culture. Below this list are several paragraphs of text describing the course's benefits and content. On the right side, there is a 'Course content' sidebar with a close icon (X). It lists three sections: 'Section 1: Introduction' (0 / 3 | 11min) with three sub-items: '1. What is Culture?' (3min), '2. Popular Culture' (3min), and '3. Sub Culture' (5min); 'Section 2: Conceptualizing Cultural Elements' (0 / 1 | 13min); and 'Section 3: Cultural Study' (0 / 2 | 11min). At the bottom of the browser window, there is a taskbar with various application icons and a system tray showing the time as 13:20 on 20-07-2022.

10. INSTRUCTOR PROFILE AND SETTINGS

View and save your instructor profile

Udemy Categories

Udemy Business Instructor My learning

INSTRUCTOR

Dr. Atanu Deb

Instructor

Total students **271** Reviews **14**

About me

Dr. Atanu Deb (b. 1988) is currently working as Dean (Student' Affair) and Associate Professor (Department of Agricultural Extension) in Centurion University of Technology and Management. He served as Project Co-Ordinator of 'Pan India Farming System Development Project' of Literacy India (2012-2013). He was the third party evaluator cum Consultant of MGNREGA- Govt. of Jharkhand (during 2013-2014). As agricultural consultant, he worked with several NGOs. Presently he is also serving as Nodal Officer of 'AC&ABC Scheme- A flagship program of Ministry of Agriculture & Farmers Welfare (MoA&FW), GoI'. A good number of research articles have been published in national and international journals. He has to his credit 4 solo books, 25 extension training manuals and over 150 popular articles. He contributed some book chapters also. 'Illustrated Handbook on Watershed Development' is one of his critically acclaimed works (Published by PRASARI, Govt. of West Bengal & MGNREGA department; and Funded by Ford Foundation). He has

[Facebook](#)

[LinkedIn](#)

Udemy Trust & Safety <policy@udemy.com>
to me ▾



A. I. (Trust & Safety)

Feb 8, 2021, 10:18 PST

Hi there,

Congratulations and welcome to **Udemy!** Your account has been successfully verified.

If you are ready, please submit your course to the [Quality Review Process](#). Please note that the process can take several days.

Click [here](#) to access your courses page.

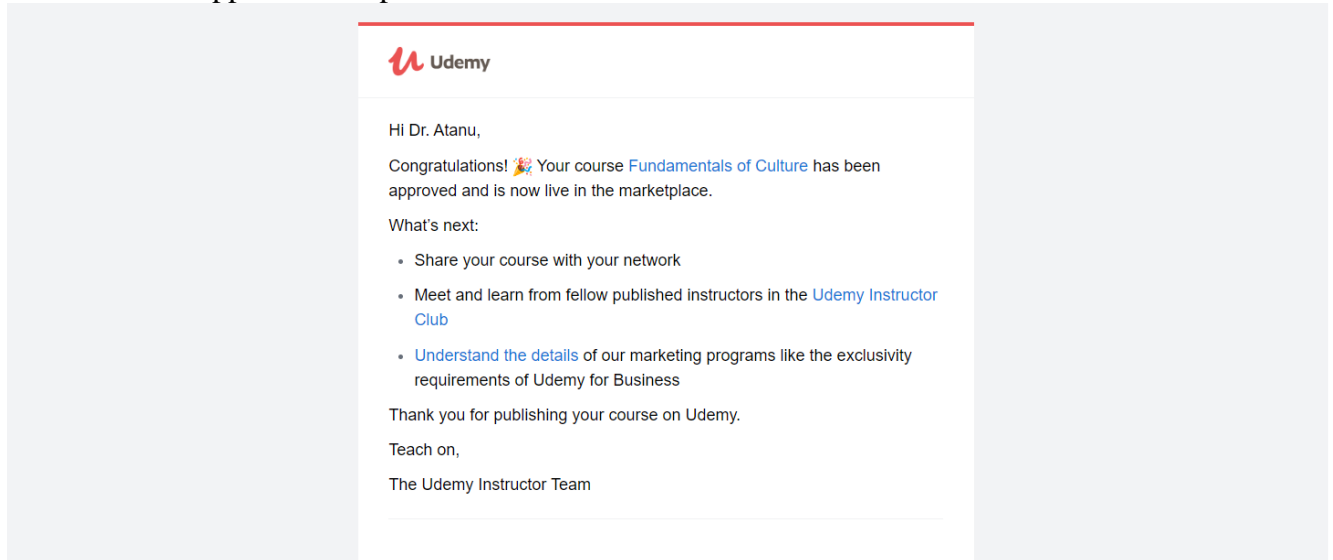
If you haven't already, consider checking out the Trust & Safety [guidelines](#) on course material. We recommend that all new instructors check out the rules. Try starting with the [Course Image Quality Standards](#).

Happy teaching!

Regards,
Udemy Trust & Safety Team

11. SUBMIT FOR APPROVAL

The course is approved and published on MOOC Platform.



COURSE -3

COURSE CONFIGURATION ON MOOC PLATFORM



COURSE TITLE: CONTEMPORARY DEVELOPMENT COMMUNICATION

Dr. Prajna Pani, Professor of English
Centurion University of Technology & Management

This document provides step-by-step instruction for course configuration on UdeMy.

Step 1: VISIT <https://www.udemy.com/>

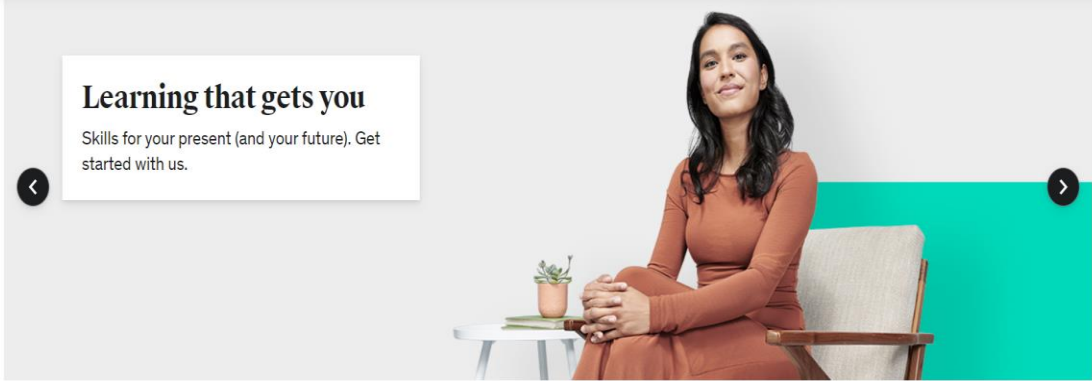
STEP- 2: CLICK ON TEACH ON UDEMY

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STEP 3: GET STARTED WITH COURSE CONFIGURATION

Udemy Categories Search for anything Udemy Business Teach on Udemy Log in Sign up

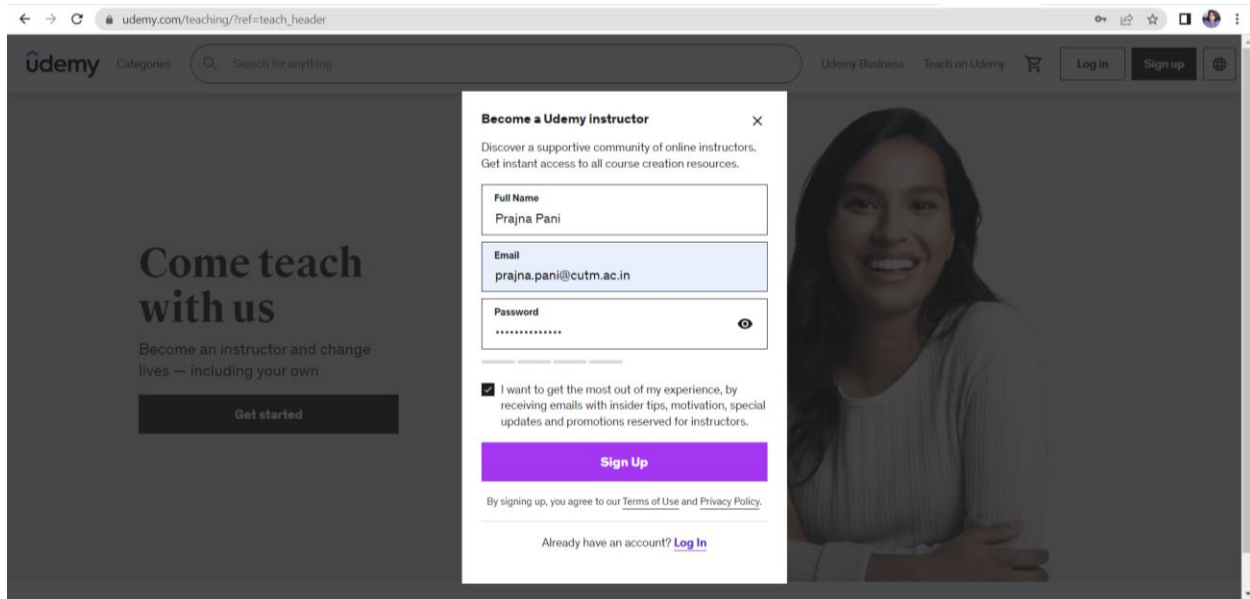
Come teach with us

Become an instructor and change lives — including your own

[Get started](#)

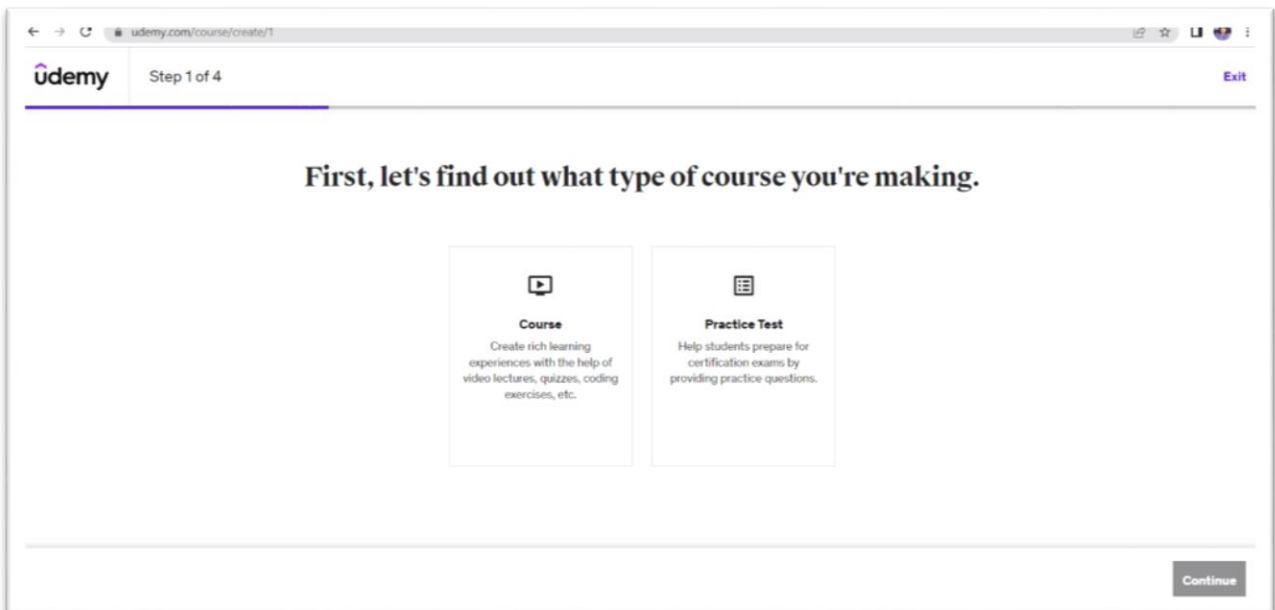


STEP 4: SIGN UP TO BECOME UDEMY INSTRUCTOR



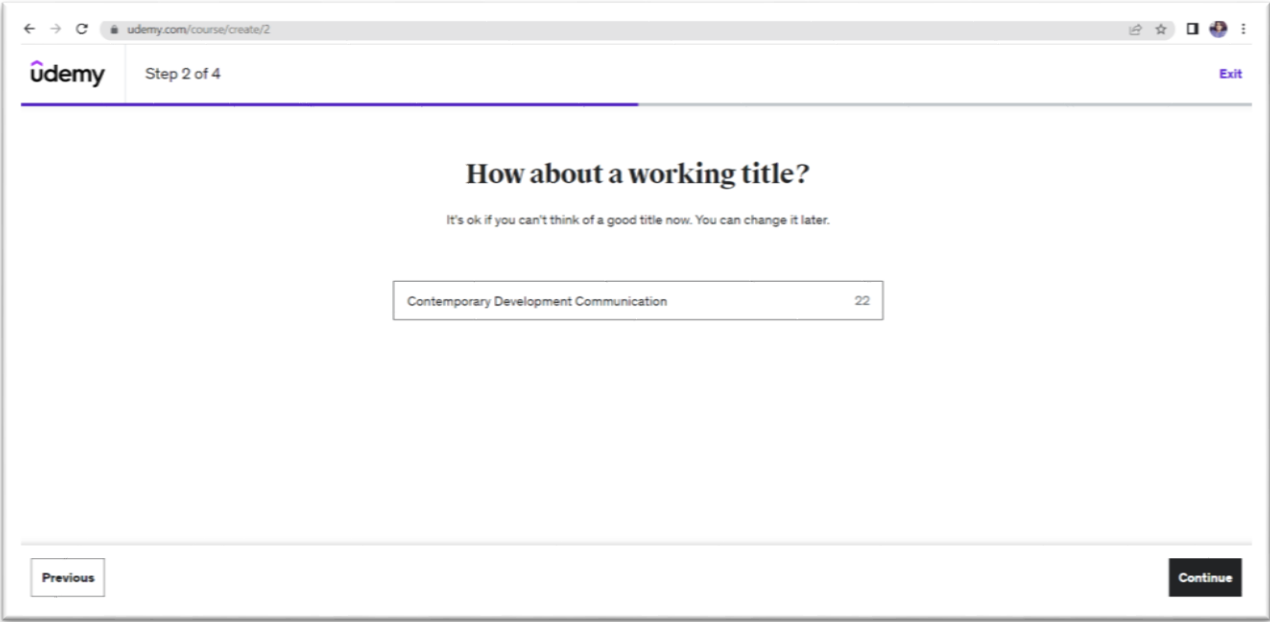
STEP 5: DECIDE WHAT TYPE OF COURSE YOU'RE MAKING

Click on course and practice test to explore about the type of courses.

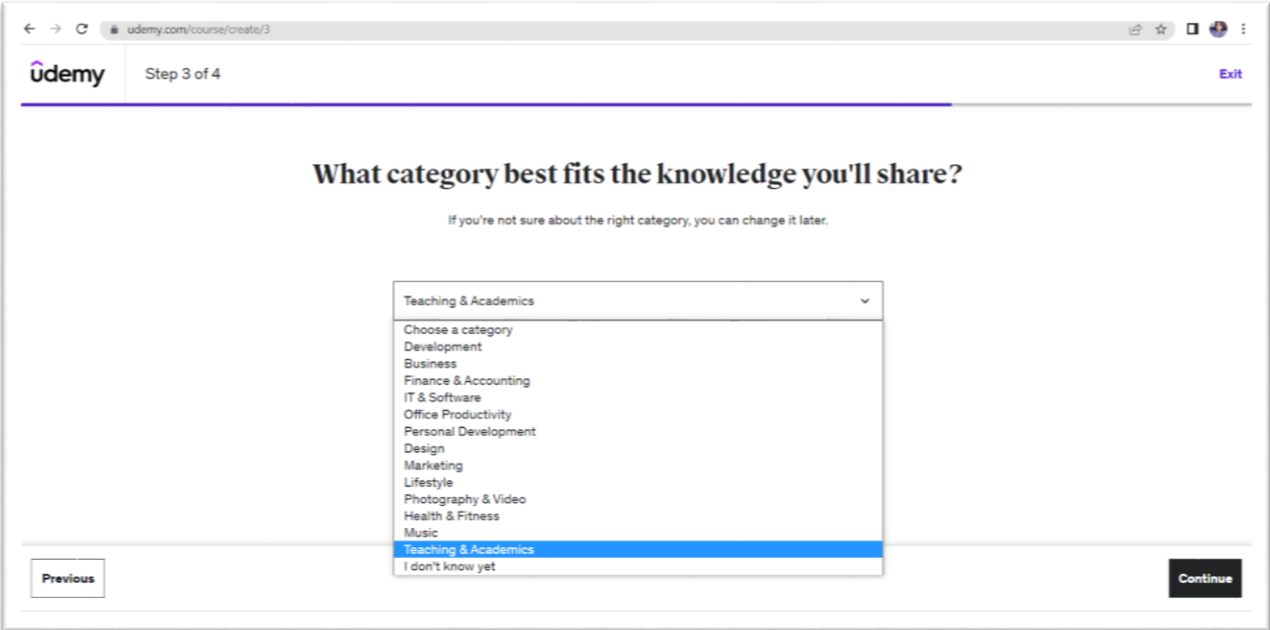


STEP 6: PROVIDE A TITLE

Provide course title. The title can be changed later.



STEP 7: SELECT WHAT CATEGORY BEST FITS THE KNOWLEDGE YOU'LL SHARE?



STEP 8: SELECTION OF TIME FOR CREATING COURSE PER WEEK

← → 🔄 udeity.com/course/create/4 ⌵ ☆ 🌐 🏠

udeity Step 4 of 4 Exit

How much time can you spend creating your course per week?

There's no wrong answer. We can help you achieve your goals even if you don't have much time.

I'm very busy right now (0-2 hours)

I'll work on this on the side (2-4 hours)

I have lots of flexibility (5+ hours)

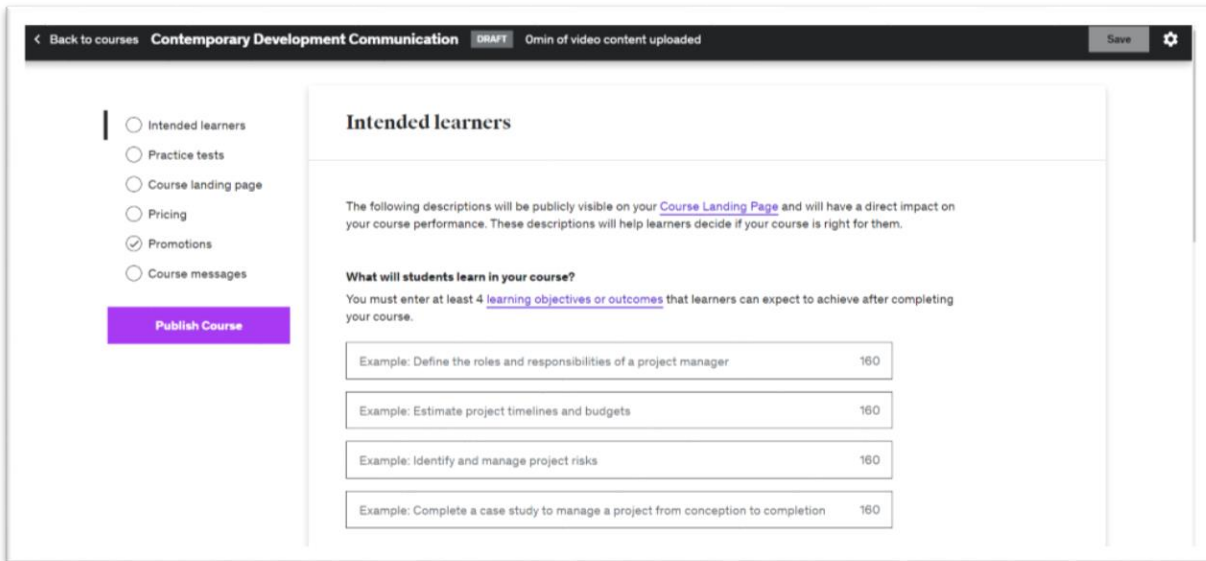
I haven't yet decided if I have time

PreviousCreate Course

STEP 9: CONTINUE TO CREATE A COURSE (CONTEMPORARY DEVELOPMENT COMMUNICATION)

9.1. Intended Learners

This section should contain intended learners and define the course objectives. The instructor must add at least 4 learning objectives or outcomes that learners can expect to achieve after completing your course. Learning objectives can't be longer than 160 characters



9.2. CREATE COURSE LANDING PAGE

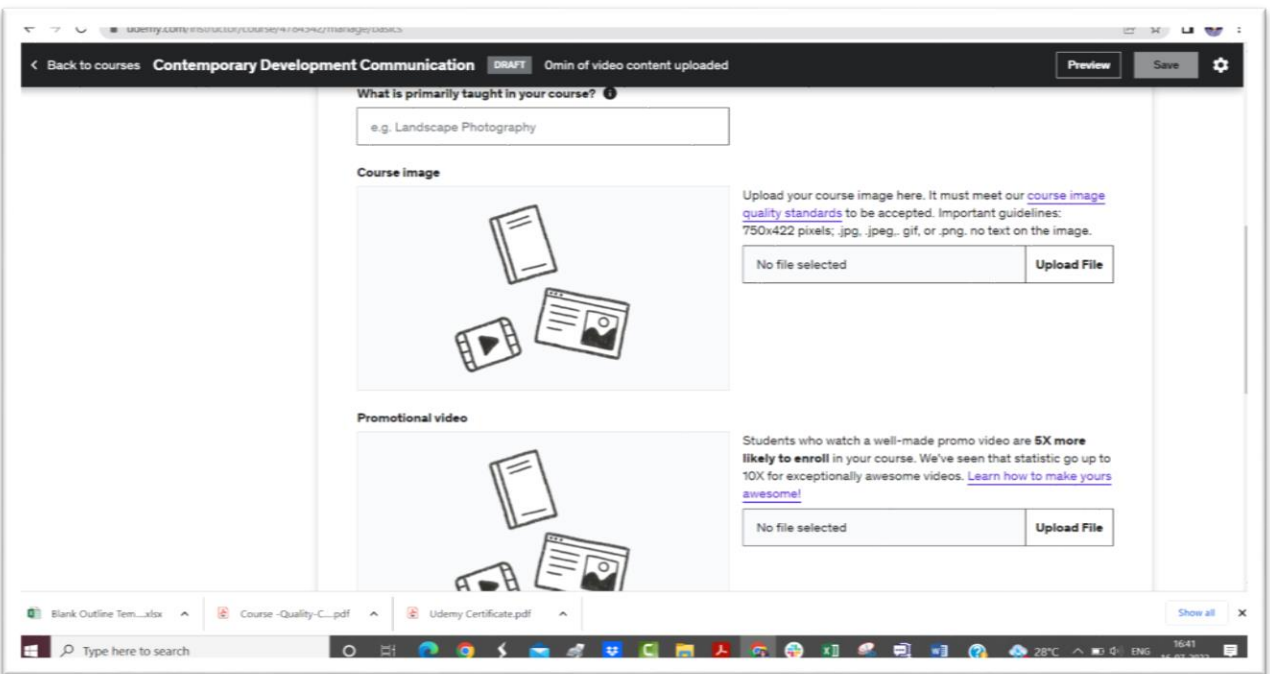
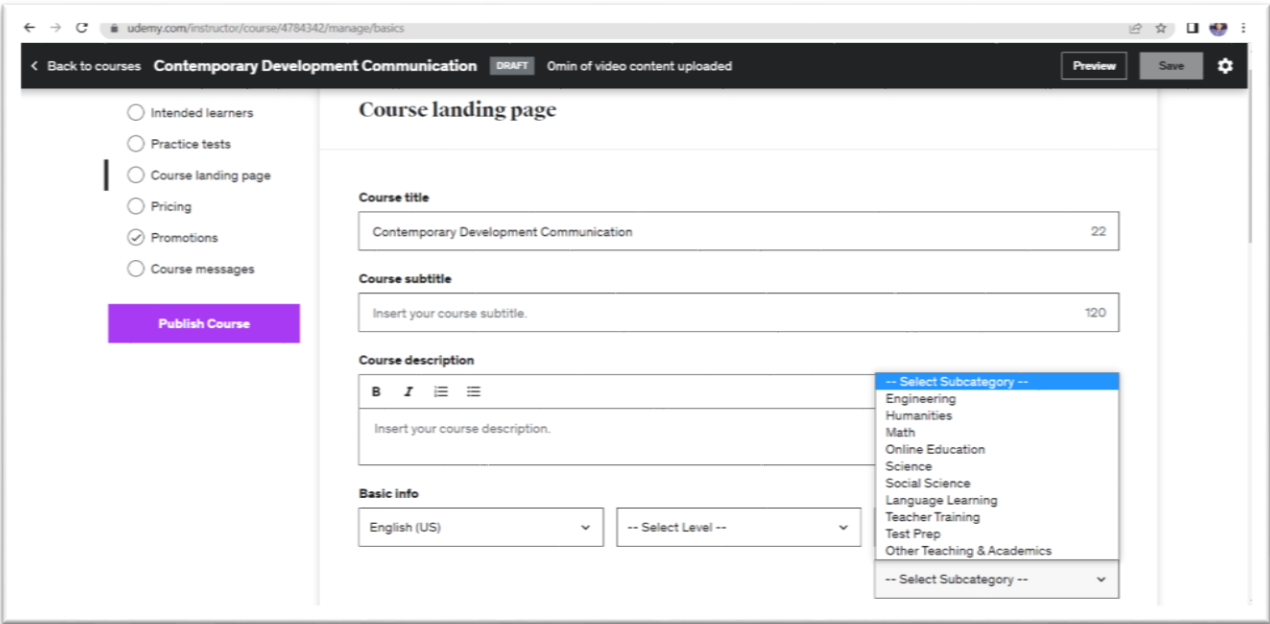
The landing page should contain the following information:

What will students learn in your course?

What are the requirements or prerequisites for taking your course?

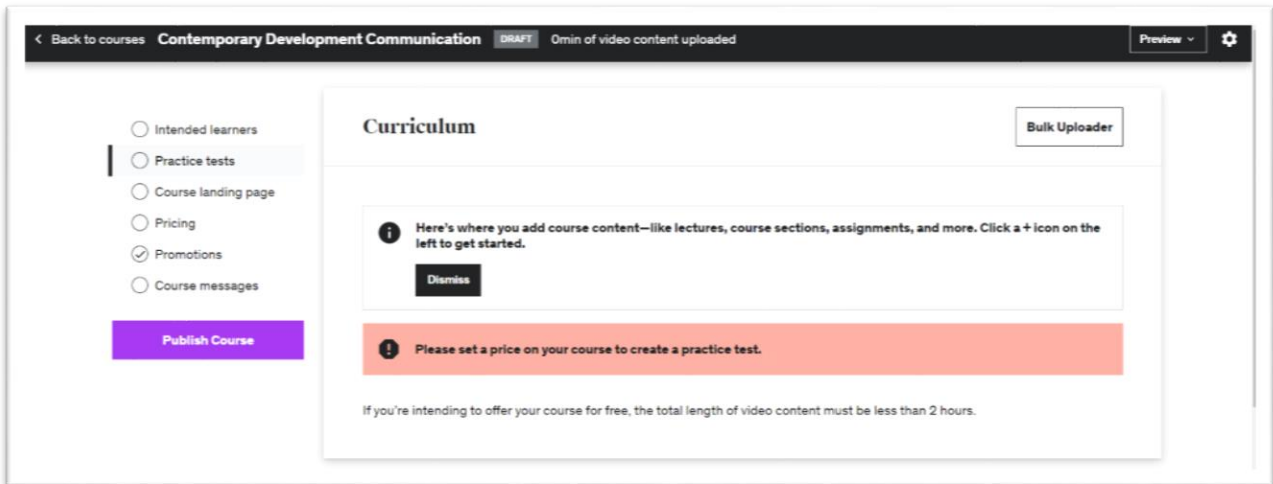
Who is this course for?

Provide the course title, subtitle, course description, basic information, course image, promotional video.



9.3. Practice Tests in Curriculum

Here's where you add course content—like lectures, course sections, assignments, and more. Click a + icon on the left to get started.



Course structure

Planning your course carefully will create a clear learning path for students and help you once you film. Think down to the details of each lecture including the skill you'll teach, estimated video length, practical activities to include, and how you'll create introductions and summaries.

Follow the guidelines

Tips

- Start with your goals.
- Setting goals for what learners will accomplish in your course (also known as [learning objectives](#)) at the beginning will help you determine what content to include in your course and how you will teach the content to help your learners achieve the goals.
- Create an outline.
- Decide what skills you'll teach and how you'll teach them. Group related lectures into sections. Each section should have at least 3 lectures, and include at least one assignment or practical activity. [Learn more.](#)
- Introduce yourself and create momentum.
- People online want to start learning quickly. Make an introduction section that gives learners something to be excited about in the first 10 minutes.
- Sections have a clear learning objective.
- Introduce each section by describing the section's [goal and why it's important](#). Give lectures and sections titles that reflect their content and have a logical flow.
- Lectures cover one concept.
- A good lecture length is 2-7 minutes to keep students interested and help them study in short bursts. Cover a single topic in each lecture so learners can easily find and re-watch them later.
- Mix and match your lecture types.
- Alternate between filming yourself, your screen, and slides or other visuals. Showing yourself can help learners feel connected.

- Practice activities create hands-on learning.
- Help learners [apply your lessons](#) to their real world with projects, assignments, coding exercises, or worksheets.
- Requirements
- See the [complete list](#) of course quality requirements
- The course must have at least five lectures
- All lectures must add up to at least 30+ minutes of total video
- Your course is composed of valuable educational content and free of promotional or distracting materials

Check Resources on UdeMy Site

- [UdeMy Trust & Safety](#)
- Our policies for instructors and students
- [Join the instructor community](#)
- A place to connect with other instructors
- [Official UdeMy Course: How to Create an Online Course](#)
- Learn about course creation from the UdeMy Instructor Team and experienced instructors

CLICK A + ICON ON THE LEFT TO GET STARTED.


Click a + icon Outside the box to add new section

Click a + icon Inside the box to add course content—like lectures, course sections, assignments, and more.

The screenshot shows the UdeMy instructor dashboard for a course titled "Contemporary Development Communication". The dashboard includes a sidebar with "Course management" options: Pricing, Promotions, Course messages, Availability, and Students. The main content area displays a list of course items for "Section 1: Digital Instructional Media Design: Storyb...". The items are:

- Lecture 1: Digital Story: Develop Idea, Plan, Outline... (Preview enabled)
- Assignment 1: Digital Storytelling: What is it and w...
- Lecture 2: Storyboard Tools, Concepts and Frame... (Preview enabled)
- Lecture 3: Reflective Practice and Writing
- Quiz 1: Quiz Time!

A plus icon (+) is circled in the bottom left corner of the content list, indicating where to click to add new content.

← Back to courses **Contemporary Development Communication** LIVE 31min of video content published Preview 

✓ Assignment: Create a storybook for a campaign ...

Unpublished Section: P-PROCESS

+ →

Unpublished Section: P-PROCESS

X


+ Lecture + Quiz + Coding Exercise + Practice Test + Assignment

10. INSTRUCTOR PROFILE AND SETTINGS

View and save your instructor profile

Instructor profile(s)

✓ All instructor bios are complete!

✓  Prajna Pani Rectangular Snip

[View your instructor profile](#)

Profile & settings

Udemy profile Profile picture Privacy settings

First Name
Prajna

Last Name
Pani

Headline
Professor of English 40

Biography
B I
Prajna Pani is a professor at Centurion University of Technology and Management (India). She received her Ph.D. from Utkal University in 2008. Her specialisations include Linguistics, ELT and 20th C British Literature. Prajna teaches English communication courses at the university where she won Faculty Excellence Award (2013) and New Age Teacher Award (2015). She has invested 21 years to teaching, mentoring, training, and development. She is drawn in exploring the innovative teaching methods using Moodle Software.

Website
Url

Twitter
http://www.twitter.com/ Username

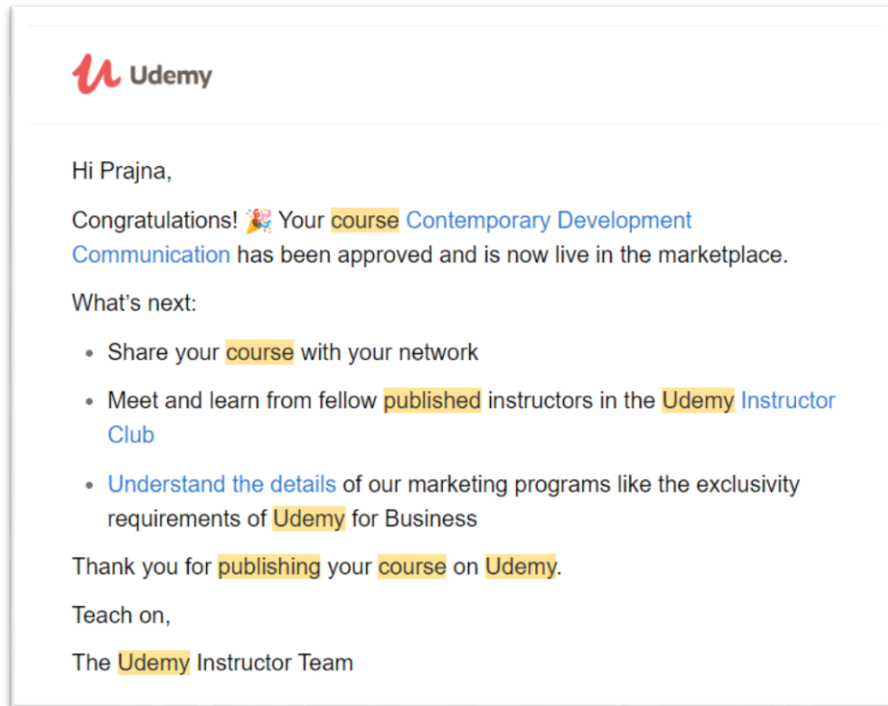
Facebook
http://www.facebook.com/ Username

LinkedIn
http://www.linkedin.com/ Resource ID

Youtube
http://www.youtube.com/ Username

11. SUBMIT FOR APPROVAL

The course is approved and published on MOOC Platform.



COURSE 4



COURSE TITLE: DENDROBIUM ORCHIDS UNDER PROTECTED ENVIRONMENTS
COURSE SUB-TITLE: A PRACTICAL APPROACH

INSTRUCTORS:

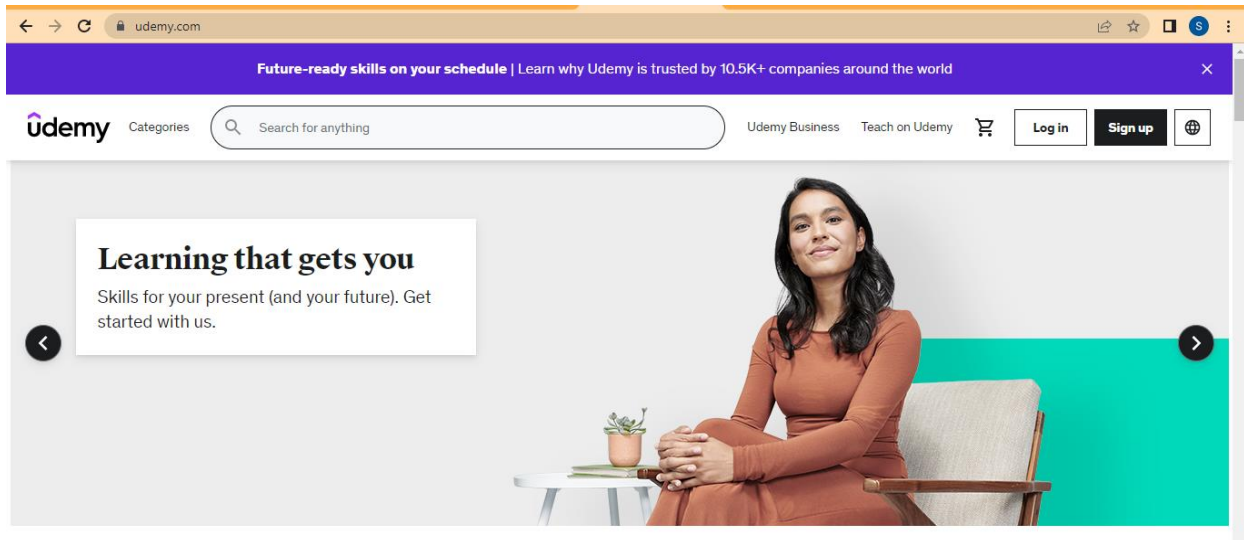
Sagar Maitra and Lalichetti Sagar

Department of Agronomy and Agroforestry, MSSSoA, Centurion University of Technology and Management, Odisha.

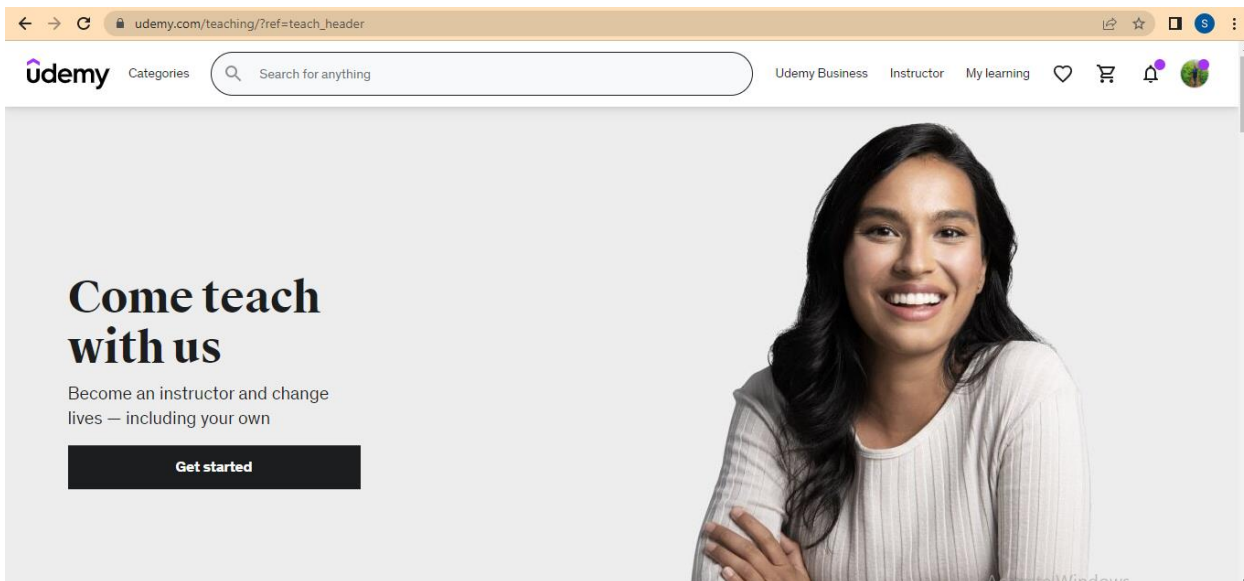
This document provides step-by-step instruction for course configuration on UdeMy.

STEP 1: VISIT <https://www.udemy.com/>

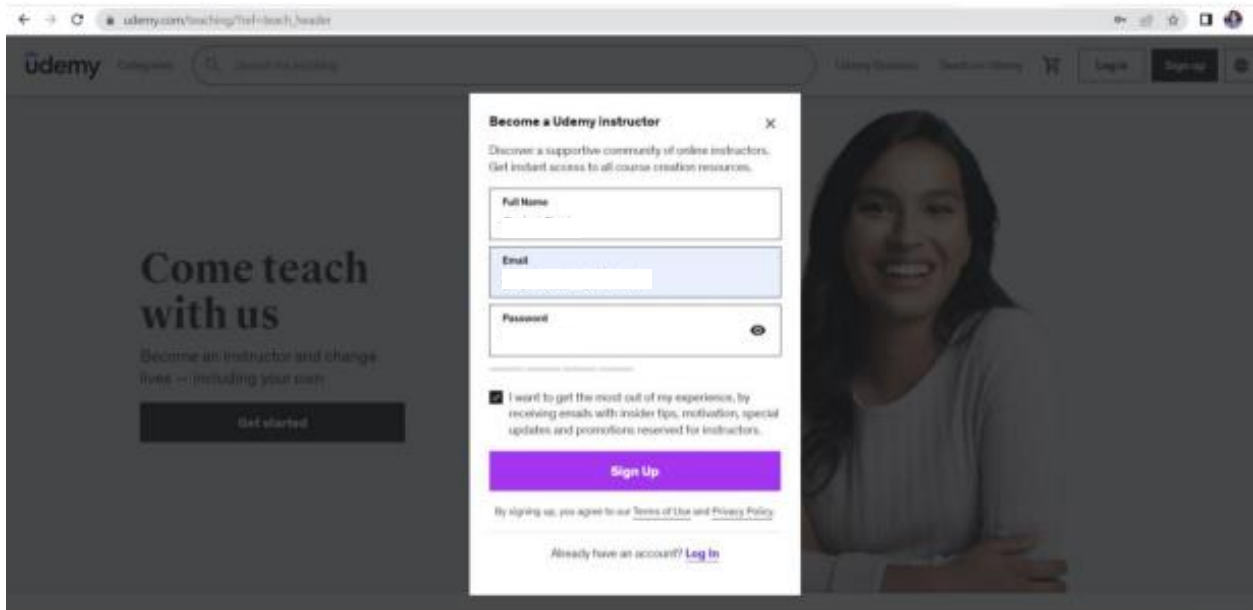
STEP- 2: CLICK ON TEACH ON UDEMY



STEP 3: GET STARTED WITH THE COURSE CONFIGURATION



STEP 4: SIGN UP TO BECOME AN UDEMY INSTRUCTOR



The screenshot shows a web browser window with the URL `udemy.com/teaching/inf-teach/header`. The page features a dark background with a woman's face on the right. On the left, there is a call to action: "Come teach with us" and "Become an instructor and change lives -- including your own." with a "Get started" button. In the center, a white modal form titled "Become a Udeemy instructor" is displayed. The form includes fields for "Full Name", "Email", and "Password". Below these fields is a checkbox with the text: "I want to get the most out of my experience, by receiving emails with insider tips, motivation, special updates and promotions reserved for instructors." A purple "Sign Up" button is at the bottom of the form. Below the button, it says "By signing up, you agree to our [Terms of Use](#) and [Privacy Policy](#)." At the very bottom of the modal, it asks "Already have an account? [Log In](#)".

Udeemy

Categories

Udeemy University

Search for a course

Udeemy University

Search for a course

Log in

Sign up

Come teach with us

Become an instructor and change lives -- including your own.

Get started

Become a Udeemy instructor

Discover a supportive community of online instructors. Get instant access to all course creation resources.

Full Name

Email

Password

I want to get the most out of my experience, by receiving emails with insider tips, motivation, special updates and promotions reserved for instructors.

Sign Up


By signing up, you agree to our [Terms of Use](#) and [Privacy Policy](#).

Already have an account? [Log In](#)

STEP 5: DECIDE WHAT TYPE OF COURSE YOU'RE MAKING


udemy Step 1 of 4 Exit

First, let's find out what type of course you're making.



Course

Create rich learning experiences with the help of video lectures, quizzes, coding exercises, etc.



Practice Test

Help students prepare for certification exams by providing practice questions.

Continue

STEP 6: PROVIDE A TITLE

udemy Step 2 of 4 Exit

How about a working title?

It's ok if you can't think of a good title now. You can change it later.

DENDROBIUM ORCHIDS UNDER PROTECTED ENVIRONMENTS 13

Previous

Activate Windows
Go to Settings to activate Windows.

Continue

STEP 7: SELECT WHAT CATEGORY BEST FITS THE KNOWLEDGE YOU'LL SHARE

The screenshot shows the Udeemy course creation interface at step 3 of 4. The main heading is "What category best fits the knowledge you'll share?". Below the heading is a subtext: "If you're not sure about the right category, you can change it later." A dropdown menu is open, displaying a list of categories: "Choose a category", "Development", "Business", "Finance & Accounting", "IT & Software", "Office Productivity", "Personal Development", "Design", "Marketing", "Lifestyle", "Photography & Video", "Health & Fitness", "Music", "Teaching & Academics" (highlighted in blue), and "I don't know yet". Navigation buttons include "Previous" on the left and "Continue" on the right. An "Activate Windows" watermark is visible in the bottom right corner.

STEP 8: SELECT HOW MUCH TIME CAN YOU SPEND CREATING YOUR COURSE PER WEEK?

The screenshot shows the Udeemy course creation interface at step 4 of 4. The main heading is "How much time can you spend creating your course per week?". Below the heading is a subtext: "There's no wrong answer. We can help you achieve your goals even if you don't have much time." There are four radio button options in a list:

- I'm very busy right now (0-2 hours)
- I'll work on this on the side (2-4 hours)
- I have lots of flexibility (5+ hours)
- I haven't yet decided if I have time

Navigation buttons include "Previous" on the left and "Create Course" on the right. An "Activate Windows" watermark is visible in the bottom right corner.

STEP 9: CONTINUE TO CREATE A COURSE (CONTEMPORARY DEVELOPMENT COMMUNICATION)

9.1. Intended Learners

The instructor need to answer three questions to fill this section

- 1) What will students learn in your course?
- 2) What are the requirements or prerequisites for taking your course?
- 3) Who is this course for?

The screenshot shows the 'Intended learners' section of a course creation page. The course title is 'Dendrobium Orchids under Protected Environments' and it is marked as 'LIVE'. The progress indicator shows '1hr of video content published'. The left sidebar lists various course management options, with 'Intended learners' selected. The main content area explains that the following descriptions will be publicly visible on the course landing page. It asks the instructor to provide at least 4 learning objectives or outcomes. Five examples are shown in a table:

Learning Objective	Count
Imparts practical knowledge in Dendrobium orchids cultivation	99
To understand do's and don'ts in protected agriculture	106
To understand the global and domestic importance of Dendrobium	98
To elicit the interested youth with skill	119
To facilitate employment generation	125

An 'Activate Windows' watermark is visible in the bottom right corner of the screenshot.

9.2. CREATE COURSE LANDING PAGE

This instructor should provide course title, subtitle, course description, basic information, course image, promotional video and add instructors profile

← Back to courses **Dendrobium Orchids under Protected Environments** LIVE 1hr of video content published Preview Save ⚙️

Course editing

- Intended learners
- Curriculum
- Course landing page**
- Captions
- Udemy feedback

Course management

- Pricing
- Promotions
- Course messages
- Availability
- Students

Course landing page

Course title

 13

Course subtitle

 100

Course description

B *I* ☰ ☰

This course enables the students to build up their skill in raising Dendrobium Orchids under controlled conditions. In specific, this course initially classifies Orchidaceae family and briefly describes the distribution of dendrobium in India. In this course, popular cultivars suited to sub-continental conditions were highlighted along with their salient features. The criteria for selection of suitable site for establishment of Dendrobium was presented in detail. In addition, basic requirements to build a controlled structure, viz. greenhouse structure, cladding material and climatic requirements were also described. Keeping in view the export demand for Dendrobium orchids, in the section three of this course, all the recommended management

9.3 ADDITION OF CO-INSTRUCTORS

The owner of the course shall click on setting option in the course landing page to add co-instructors

Save

Manage instructor permissions ⓘ + Add instructor

Instructor	Visible	Manage	Captions	Performance	Q&A	Assignments
Sagar Maitra Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lalichetti Sagar Remove	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Save

9.4 CURRICULUM

Here’s where you add course content—like lectures, course sections, assignments, and more. Click a + icon on the left to get started.

Course structure

Planning your course carefully will create a clear learning path for students and help you once you film. Think down to the details of each lecture including the skill you’ll teach, estimated video length, practical activities to include, and how you’ll create introductions and summaries.

Follow the guidelines

Tips

- Start with your goals.
- Setting goals for what learners will accomplish in your course (also known as learning objectives) at the beginning will help you determine what content to include in your course and how you will teach the content to help your learners achieve the goals.
- Create an outline.
- Decide what skills you'll teach and how you'll teach them. Group related lectures into sections. Each section should have at least 3 lectures, and include at least one assignment or practical activity. Learn more.
- Introduce yourself and create momentum.
- People online want to start learning quickly.
- Make an introduction section that gives learners something to be excited about in the first 10 minutes.
- Sections have a clear learning objective.
- Introduce each section by describing the section's goal and why it's important.
- Give lectures and sections titles that reflect their content and have a logical flow.
- Lectures cover one concept.
- A good lecture length is 2-7 minutes to keep students interested and help them study in short bursts. Cover a single topic in each lecture so learners can easily find and re-watch them later.
- Mix and match your lecture types.
- Alternate between filming yourself, your screen, and slides or other visuals. Showing yourself can help learners feel connected.
- Practice activities create hands-on learning.
- Help learners apply your lessons to their real world with projects, assignments, coding exercises, or worksheets.
- Requirements
- See the complete list of course quality requirements
- The course must have at least five lectures
- All lectures must add up to at least 30+ minutes of total video
- Your course is composed of valuable educational content and free of promotional or distracting materials

Check Resources on Udemy Site

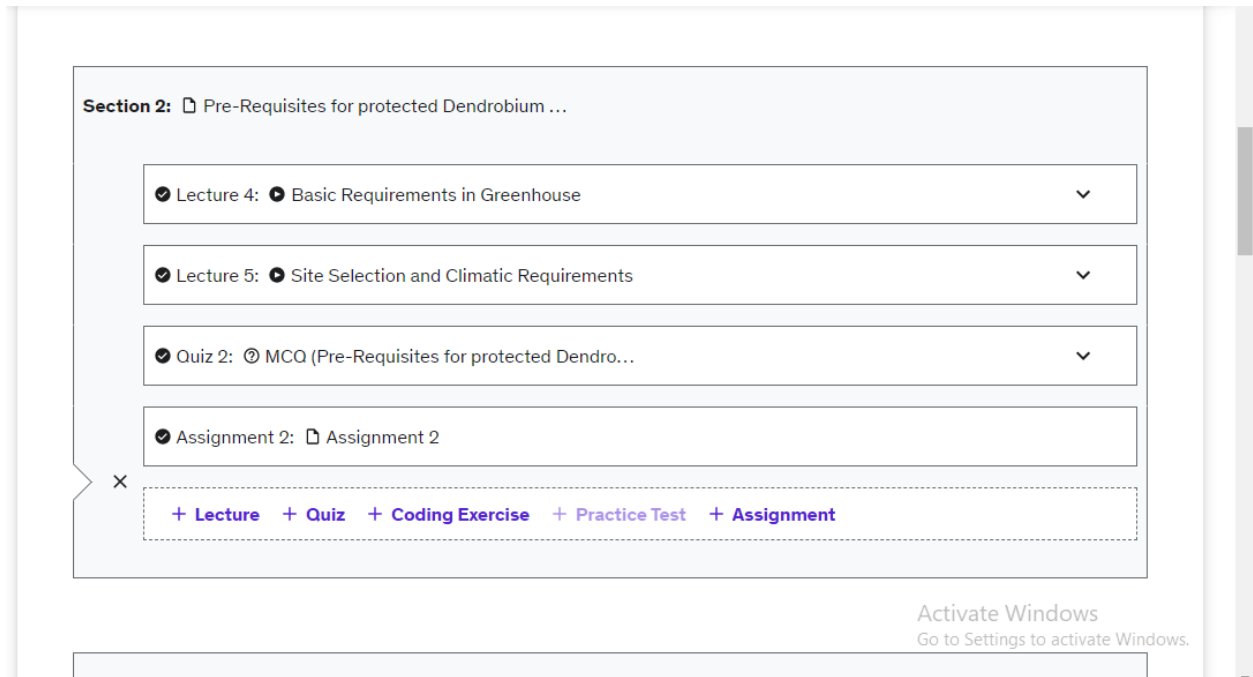
- Udemy Trust & Safety
- Our policies for instructors and students
- Join the instructor community

- A place to connect with other instructors
- Official Udemy Course: How to Create an Online Course
- Learn about course creation from the Udemy Instructor Team and experienced instructors

CLICK A + ICON ON THE LEFT TO GET STARTED.

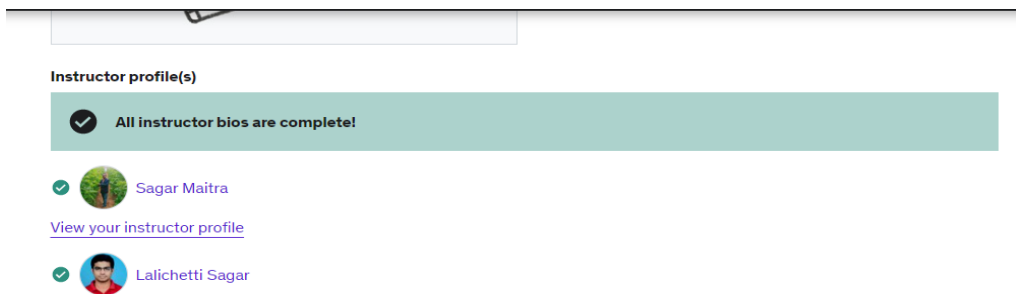
Click a + icon Outside the box to add new section

Click a + icon Inside the box to add course content—like lectures, course sections, assignments, and more



10. INSTRUCTOR PROFILE AND SETTINGS

View and save your instructor profile



11. DECIDE THE PRICING OF THE COURSE

Captions

Udemy feedback

Course management

Pricing

Promotions

Course messages

Availability

Students

Please complete the premium instructor application [here](#) in order to set a price for your course.
You can set your course price as soon as your linked payment method is approved.

Before updating the price of your course, please be aware that switching the price of your course between free and paid more than once will result in restrictions to your promotional announcements.

Dismiss

Course Price Tier

Please select the price tier for your course below and click 'Save'. The list price that students will see in other currencies is determined using the [price tier matrix](#).

If you intend to offer your course for free, the total length of video content must be less than 2 hours.

USD ▾ Free ▾ Save

12. WRITE COURSE MESSAGES THAT WILL BE SENT AUTOMATICALLY WHEN STUDENTS JOIN OR COMPLETE YOUR COURSE TO ENCOURAGE STUDENTS TO ENGAGE WITH COURSE CONTENT.

Course editing

Intended learners

Curriculum

Course landing page

Captions

Udemy feedback

Course management

Pricing

Promotions

Course messages

Availability

Students

Course messages

Write messages to your students (optional) that will be sent automatically when they join or complete your course to encourage students to engage with course content. If you do not wish to send a welcome or congratulations message, leave the text box blank.

Welcome Message

B I [List] [List] [Image] [Link] 929

Welcome to the course "**Dendrobium Orchids under Protected Environments**"

Last edited on 07/17/2022

Congratulations Message

B I [List] [List] [Image] [Link] 945

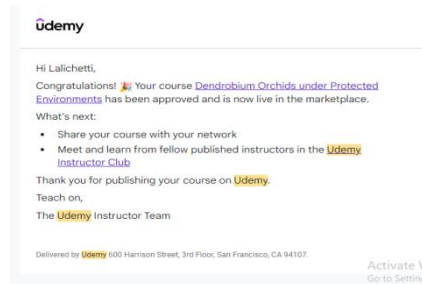
Congratulations for successful completion of the course

Last edited on 07/17/2022

Activate Windows
Go to Settings to activate Windows.

13. SUBMIT FOR REVIEW

The course is reviewed and published live on MOOC Platform



Anita Patra

Dr. Anita Patra

Registrar, CUTM

