

## General Guidelines for Studying during the ongoing Lockdown due to COVID 2019

Dear Learner,

As you are aware, the whole world is undergoing an unprecedented pandemic because of the COVID-19. Even in our country, to prevent its spread, the Government has imposed complete lockdown and sealing of hotspots, with enforcement of strict guidelines and advisory to the citizens not to venture out of the homes.

However, we are conscious and aware that you are concerned about your studies, the preparation of assignments to be submitted by 30th April 2020 at your allotted study centre as also the ensuing term end examinations (June 2020). IGNOU/Regional Centre Delhi-3 is committed to provide you all possible support and facilitation through various means and platforms such as online, web-based/cloud based, through SMS, emails etc. so as to ensure continuity of your studies. You are advised to follow the guidelines as enumerated below for studies, preparation of assignments and term-end examinations:

1) Since face to face counselling, as of now, is not possible, as such, IGNOU is trying to provide support through web-based/cloud based apps such as ZOOM, counselling on selective basis, from the respective study centres where you are attached and or through the Programme Coordinator of your Programme of study. A communication is expected to be sent shortly. In the event of any difficulty, you can always send us emails which could be resolved through the study centre / Faculty concerned. You can download your confirmation letter from the website of RC Delhi-3 (**only for the newly admitted learners of January 2020 session**).

2) Your study materials were under the despatch prior to the imposition of lockdown. In case you have received it already, we are confident that you must have started studying the material, as per the guidelines given therein. **However, if you have not received your study materials, you may refer to and use the soft copy/digital material available on the link of eGyankosh on IGNOU website and also may access the study materials of your programme of study through IGNOU e-Content which can be downloaded from Google Play Store from your mobile, till you receive your study materials.** An SMS has already been sent to all the learners about the same during the last week and we are confident that you must have gone through it.

3) For the preparation of assignments, you have to download the assignments pertaining to your programme and course from the link of Student Zone-Downloads-Assignments of January 2020 session, from IGNOU website. Prepare the assignments and write them in your own handwriting and keep it ready for submission by the due date at the study centre. In case of further communication about the lockdown, the University will send the communication for its online submission.

4) You can also start preparing for the term end examinations which are scheduled to be held in the month of June 2020, (**only for the eligible learners**). Please go through the study materials at least twice /thrice to understand the contents properly. Download the past years question papers from IGNOU website from the link of Student zone/downloads, so as to have an idea of the type of questions which are asked and accordingly prepare. Do a lot of writing practice.

5) IGNOU provides support through electronic media such as Gyan Darshan, Gyan Vani and Gyan Dhara ( <https://www.ignouonline.ac.in/gyandarshan/> , <http://ignouonline.ac.in/Gyandhara/>) the detailed schedule of which is provided on the home page of IGNOU website on the link of Divisions/Electronic Media Production Centre(EMPC). You may watch and listen to these programmes to complement/ supplement your learning and also can call the Resource Persons presenting the programme, for seeking any clarification on the subject matter.

6) You are also advised to regularly visit the website of IGNOU/RC Delhi-3 for latest updates about the academic support being provided. We are also sending regular communication through SMS/email about various updates. **Please do not venture out of your homes to visit the Regional Centre or your study centre till further orders of the government.**

7) Please remember that during such a period of crisis, you will have to put in your best efforts to ensure proper learning.

8) Last but not least, stay safe and follow all precautionary measures, as issued by the Government from time to time to check the spread of COVID-19.

With best wishes for all your future endeavours,

**Regional Director  
RC DELHI-3, IGNOU**