Chief Executive & Secretary
GERRY ARATHOON
M.A., B.Ed.

18th November 2020

To: All Heads of CISCE affiliated schools

Dear Principal,

SUBJECT: **Training of Elementary Level Teachers (Classes I – VIII) of CISCE affiliated schools in NISHTHA Courses offered by the NCERT through DIKSHA Portal.**

The National Initiative for School Heads' and Teachers' Holistic Advancement (NISHTHA) is an integrated Teacher Training Programme under the Centrally sponsored Scheme of Samagra Shiksha. It aims to build competencies among all the teachers and school principals at the elementary stage. The basic objective of this massive training programme is to motivate and equip teachers to encourage and foster critical thinking in students. NISHTHA integrated training covers all the recommended areas of NEP 2020 and aims at holistic development of teachers. This initiative is the first of its kind, wherein standardized training modules are developed at National Level for all States and UTs. The Programme was launched on 21st August 2019, by the Hon'ble Minister of Education, in a face to face mode.

In view of the COVID – 19 pandemic situation, NISHTHA has now been customised to be conducted in an online mode through the DIKSHA portal by the NCERT, for providing training to all elementary school teachers (Classes I-VIII). These courses on the DIKSHA Platform have also been made available for autonomous organisations working under the aegis of Ministry of Education, including the Council for the Indian School Certificate Examinations (CISCE).

DIKSHA is an initiative of the National Council of Educational Research and Training (Ministry of Education, Govt of India). The online platform of DIKSHA offers engaging learning material for both teachers and students, and is available both in the form of a Portal and Mobile App. Continuous Professional Development of teachers is an extremely important element of the school education ecosystem and DIKSHA serves as one of the best platforms to disseminate teacher training. The ease of developing courses and 'anytime anywhere' access makes DIKSHA one of the most used platforms by Teachers for self-development, across India.

Courses for participants will be launched sequentially and conducted in batches. Each course varies in time duration, where there will be flexibility for participants to complete the course. Each Course will include learning resources like, videos, learning material, reflective and practice activities, self-assessment quiz, etc.

Details of the NISHTHA Courses:
- Starting from a pre-decided date, a set of three (03) courses will be launched every 15 days. Each set of courses will be available for 15 days, starting on day 1 and closing on day 15. The schedule of the same is attached herewith.

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS

PRAGATI HOUSE, 3RD FLOOR, 47-48, NEHRU PLACE, NEW DELHI - 110019
TELEPHONES: 29564831, 29564833, 26411706, 26413820 E-mail : council@cisce.org   FAX : 91-11-29564735

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Chief Executive & Secretary
GERRY ARATHOON
M.A., B.Ed.

- Each course requires a minimum 3- 4 hours of engagement by the learners with flexibility for teachers to complete the course in a self-paced manner.

- Each Course will include learning resources like, videos, learning material, reflective and practice activities, self-assessment quiz, etc.

- A total of 18 courses will be covered in three months.

- On completion of a module, teachers will receive the certification of completion of that modular course within the next 7-15 days from the completion date.

- A Final overall course assessment will be conducted after all the 18 Courses are over. This will be conducted for issuing OVERALL NISHTHA COURSE COMPLETION AND MERIT CERTIFICATE.

The dates along with the links for the first three courses will be shared with you shortly.

Detailed instructions for registering on the DIKSHA Platform for the NISHTHA online courses, along with the YouTube links for the same, are attached herewith.
You are requested to share this information with all teachers (Classes I-VIII) of your school and ensure that they register themselves on the DIKSHA Platform, in order to access the NISHTHA online courses.

You are requested to facilitate completion of these courses by all teachers (Classes I-VIII) of your school.

In case of queries, please contact: support@cisce.org

Looking forward to your support and participation in this endeavour.

With warm regards,

Yours sincerely,

Gerry Arathoon
Chief Executive and Secretary

HANDBOOK FOR HEADS OF SCHOOLS & TEACHERS

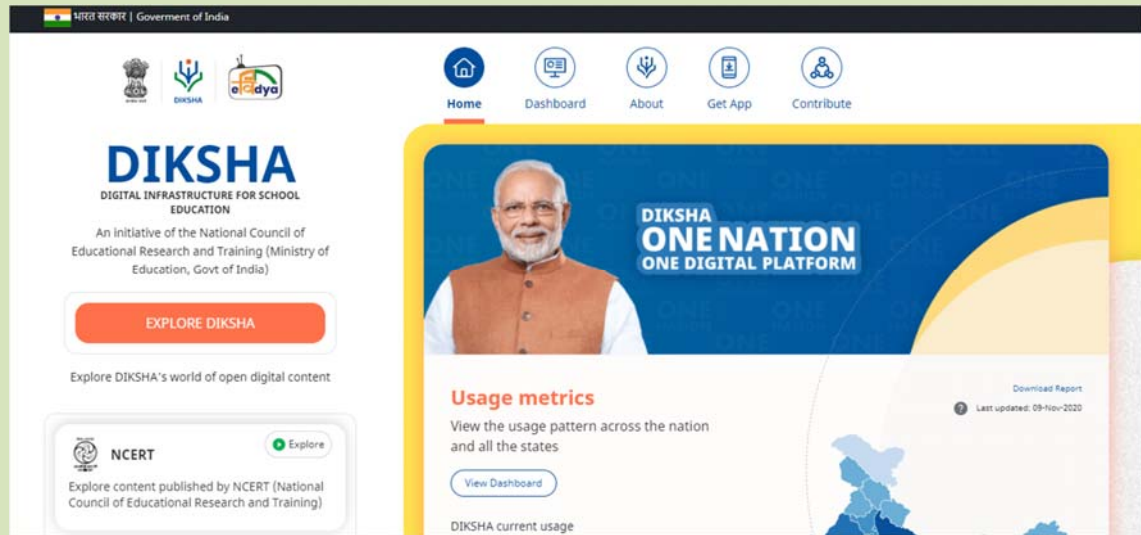## HOW TO REGISTER ON THE DIKSHA PLATFORM AND ACCESS THE NISHTHA COURSES

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS
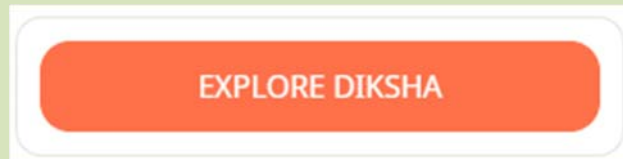# NEW DELHI

STEPWISE PROCEDURE ON HOW TO REGISTER ON THE DIKSHA PLATFORM AND ACCESS THE NISHTHA COURSES
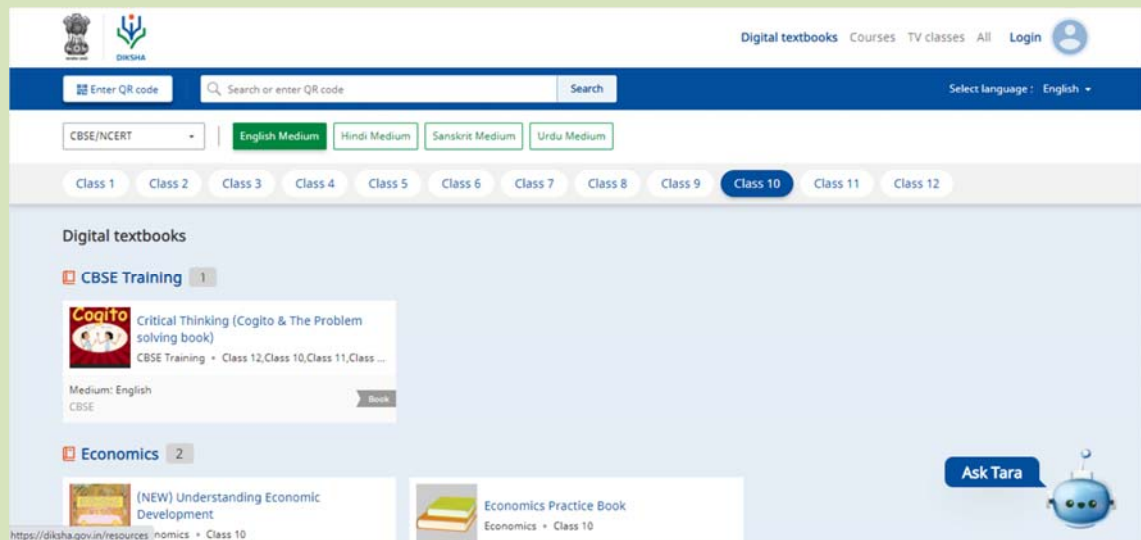
A. BY USING A LAPTOP OR COMPUTER

On your web browser type https://diksha.gov.in, the following screen opens
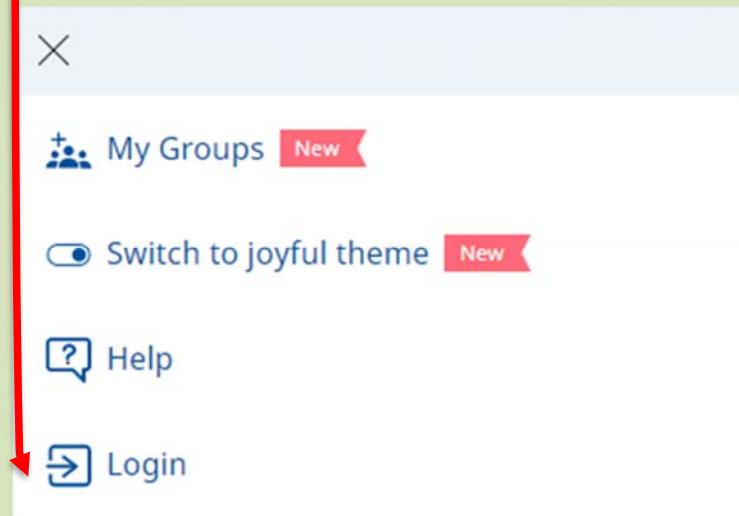

Click on →

The following page opens:
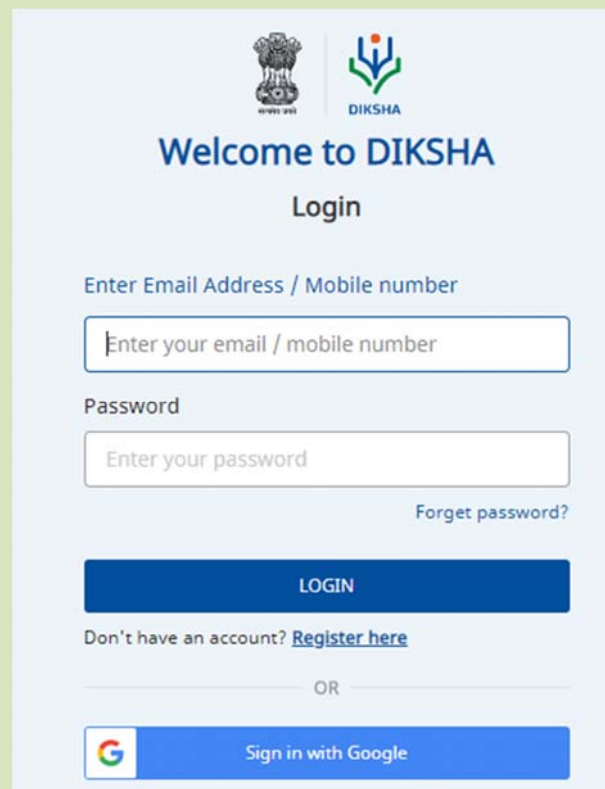
Click on → **Login** 👤 (located at the top righthand corner of the screen)

Click on "**Login**" from the dropdown list

✕

👥 My Groups [New]

⬤ Switch to joyful theme [New]

❓ Help

→] Login

The following page will open:

Welcome to DIKSHA

Login

Enter Email Address / Mobile number

Enter your email / mobile number

Password

Enter your password

Forget password?

LOGIN

Don't have an account? Register here

OR

G   Sign in with Google

There are **two** options of registering:

(i) Using [G Sign in with Google] **option:**

Click on "**Sign in with Google**".

Your **pre-existing** google email ID will be displayed
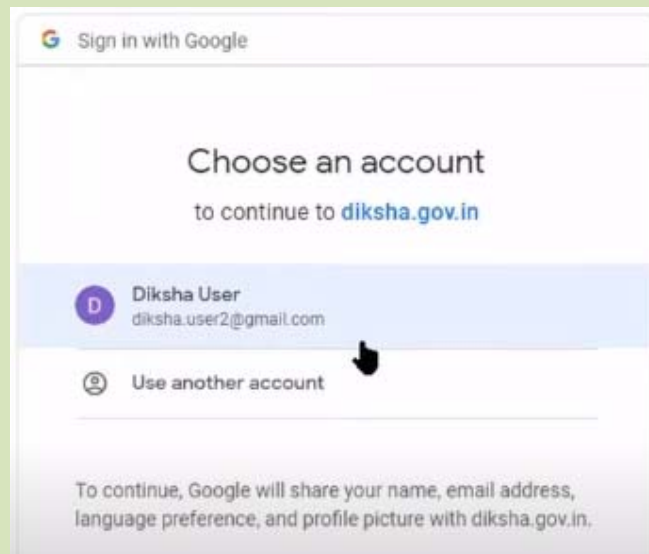
Click on the google email ID already displayed to **sign in** to the DIKSHA Portal.

If you wish to use another email ID, then click on "**Use another account**" and you will see the following page:
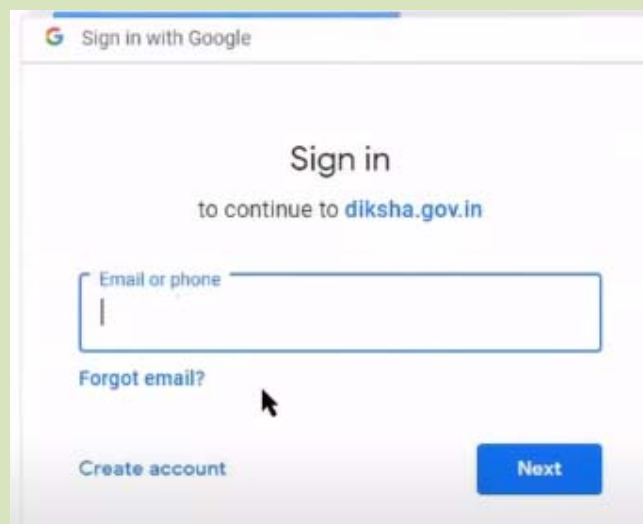
Enter the google email ID you wish to use and click on "**Next**"
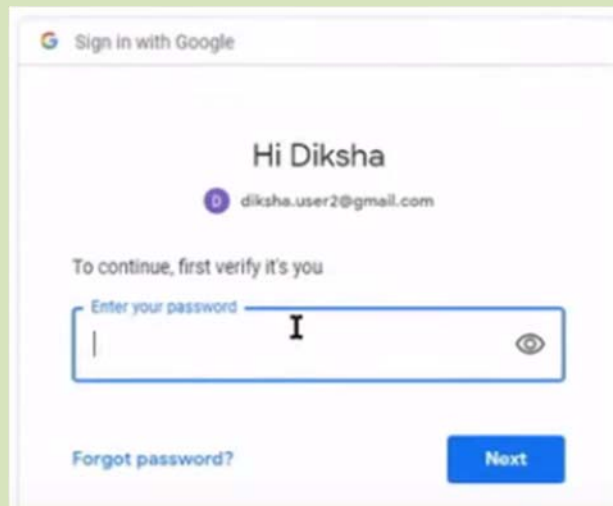
Enter the password assigned by you for the used email ID and click on "**Next**" again.

You are now signed into the DIKSHA Portal.

(ii) Using [Register here](#) option

Use this option if you wish to use your mobile number/an email ID not from google.

Click on "[Register Here](#)", you will land on the following page:

Fill in all the details on this page, i.e.: year of birth, name, mobile number/email ID, password you wish to use for signing in.

Tick the check box besides "**I understand and accept the DIKSHA Terms of Use**" and click on "**Register**"

An OTP page will appear:
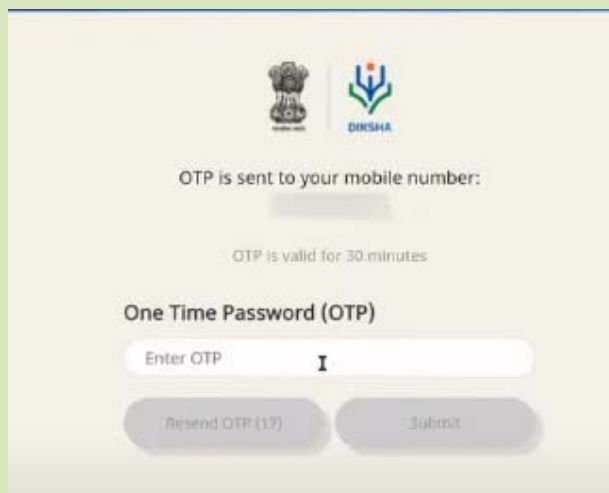
Enter the OTP received on your mobile /email account and click on "**Submit**".

You are now signed into the DIKSHA Portal.

B. BY USING AN ANDROID PHONE

(i) To Install the App on your mobile phone:

Open the play store app on your Android mobile
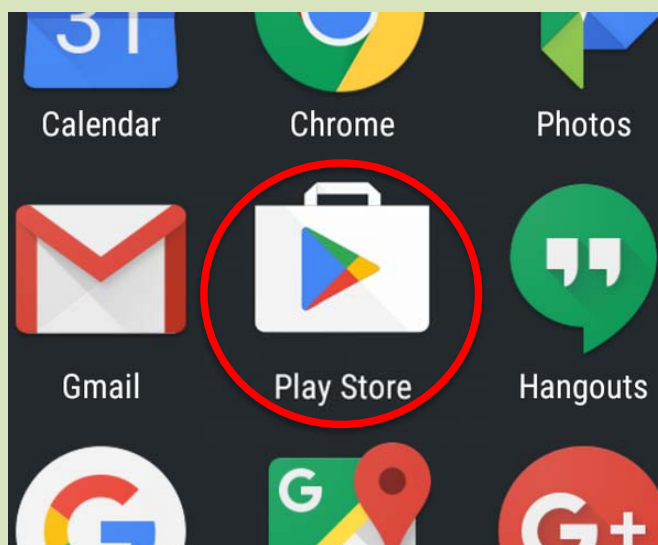
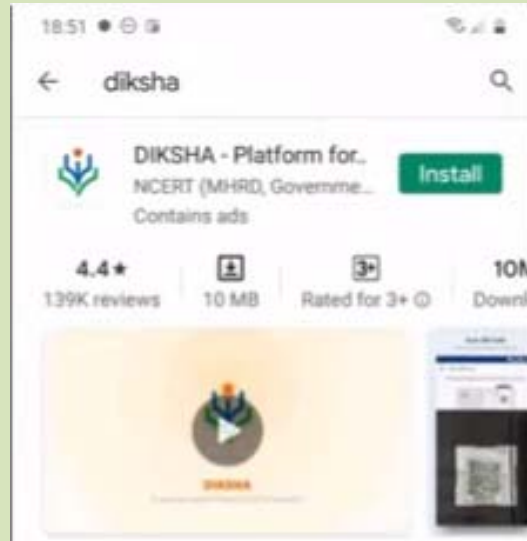

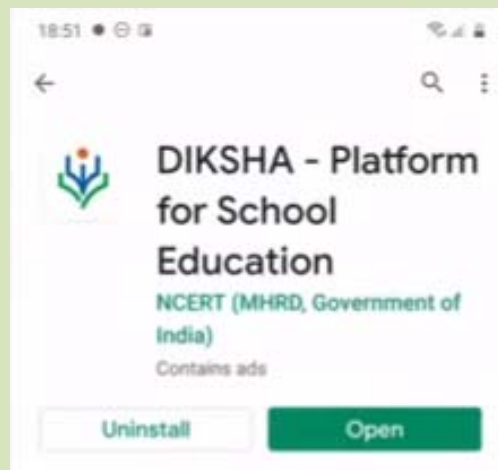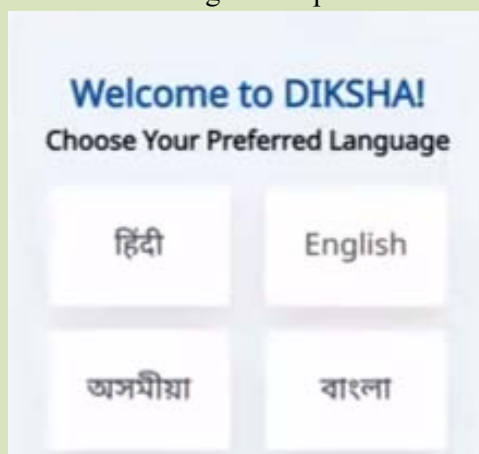In the search bar type the word **DIKSHA** and click on **search**:
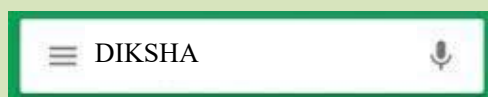
The DIKSHA App will open, click on "**Install**":

Once the App has finished installing, click on the "**Open**" button:

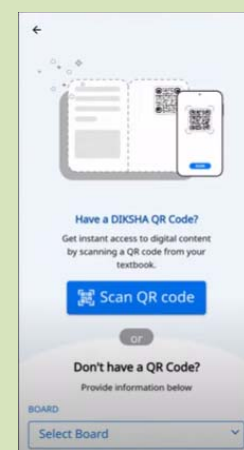

Now follow the given steps:
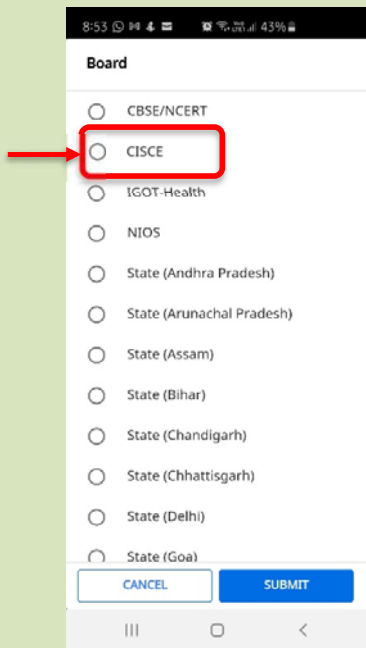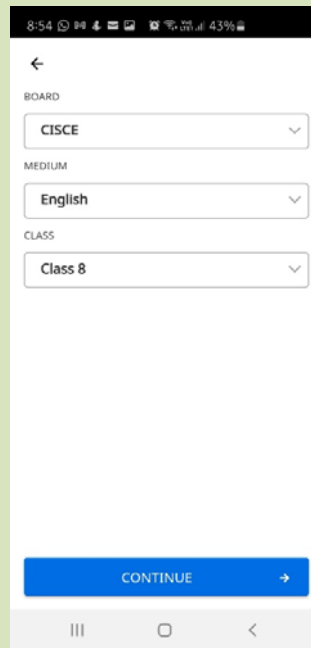

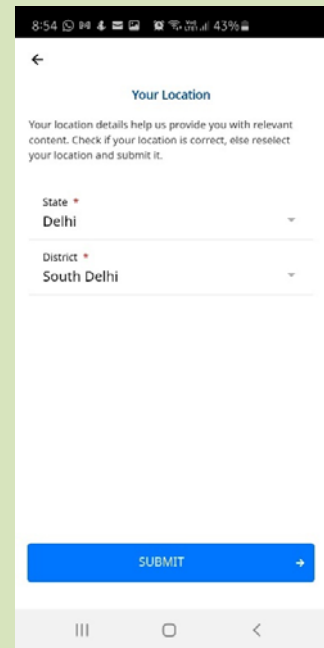Select your **preferred language** and click on continue

Select '**Teacher**'

Click on '**Select Board**'

A list of Boards opens up, select "**CISCE**" and click on "**Submit**"

Fill in the required information and click on "**Continue**"

Fill in your State & District and click on "**Submit**"

With this, the App has successfully installed on your mobile phone.
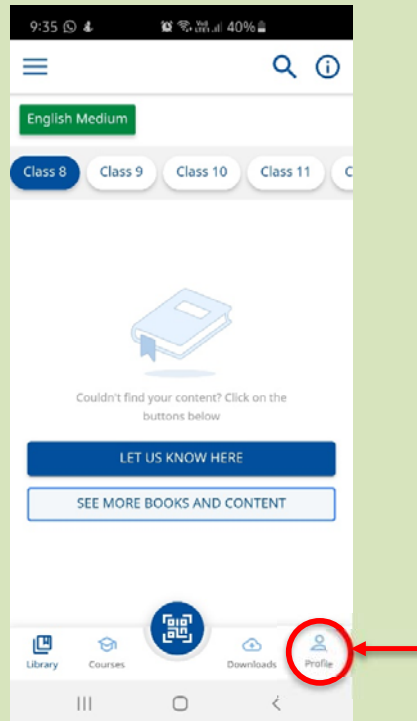
(ii) Registering on the DIKSHA portal using the DIKSHA App:
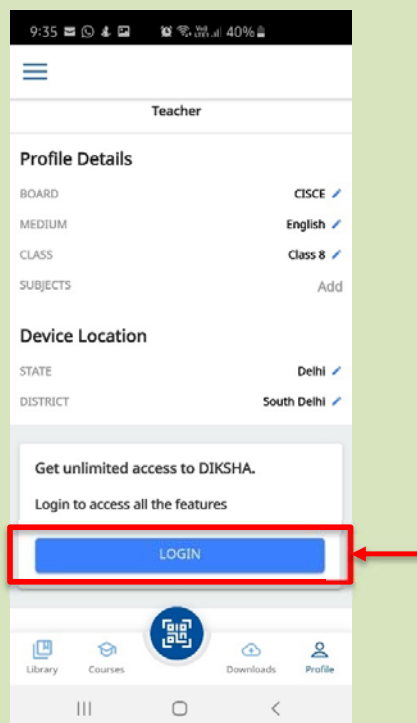
Open the "DIKSHA App" on your mobile phone

(DIKSHA App Icon)

At the bottom right-side of the screen, click on "**Profile**":
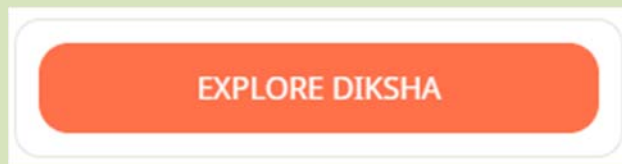

Click on the "**Login**" tab

Now follow the same instructions as given from page 2-5 for successfully registering on the DIKSHA Portal.

C. SELF DECLARATION

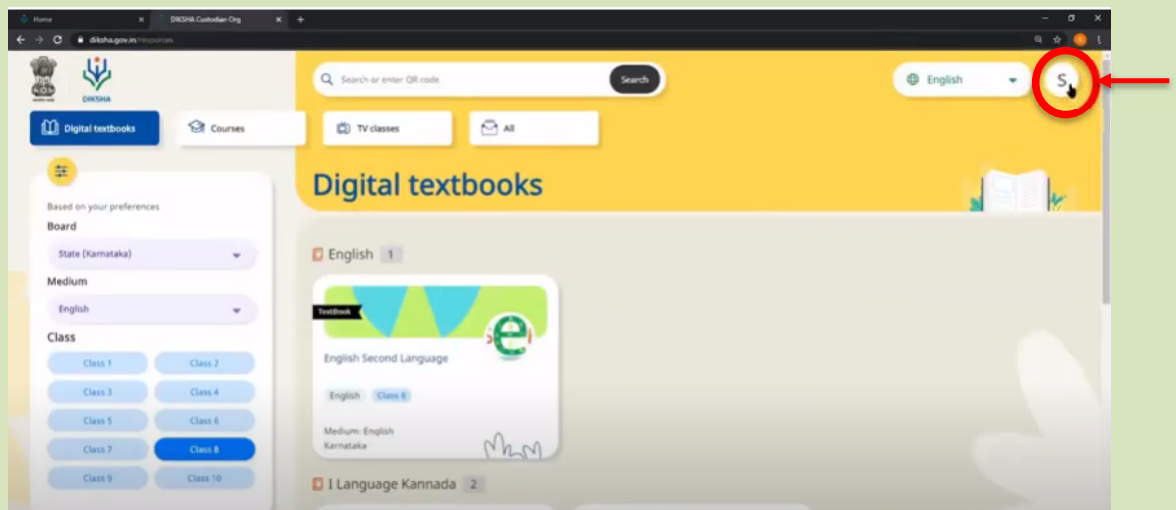### (i) Completing and Submitting Self Declaration using a Computer/Laptop:

Open the DIKSHA Portal by typing in https://diksha.gov.in
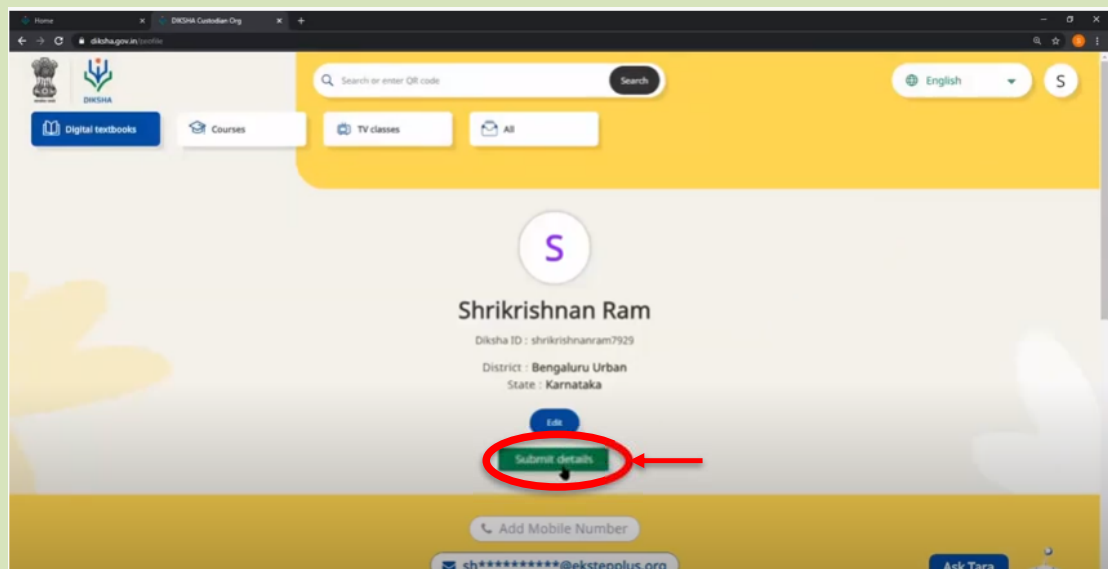
Click on

Login to the DIKSHA Portal using the email and password used by you while registering on the DIKSHA Portal

Once you have logged in, on the top right-hand corner of the screen **click on the button** as shown below:
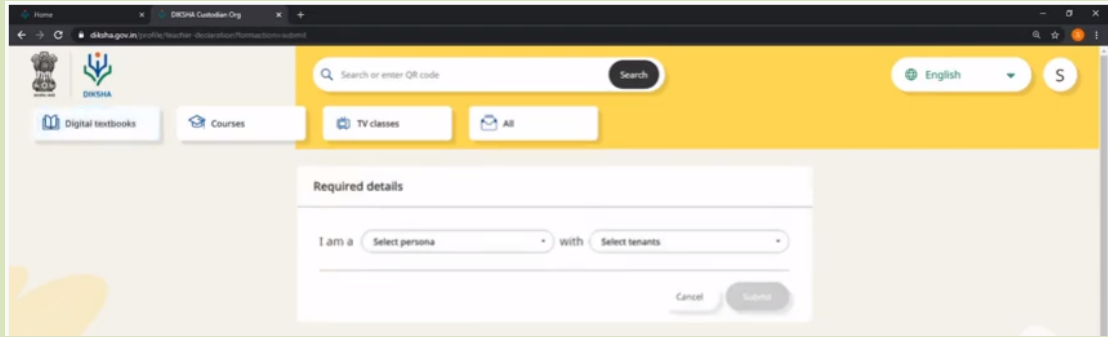

Click on "**Profile**" from the dropdown list

Click on "**Submit details**" as Shown below:
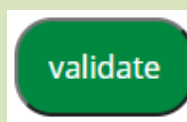
The following page will open up:

The first steps are for you to select '**Teacher'** & **'CISCE'** from the dropdown list.

The following details will be displayed:

If you have logged using an email ID, then you would need to validate your mobile number.
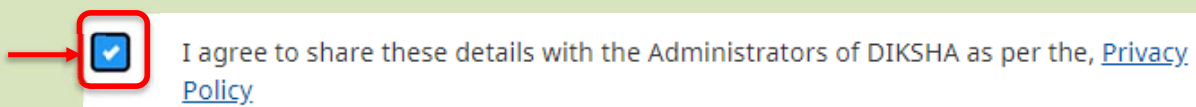
Enter your mobile number and click on

You will receive an OTP on your mobile, enter the same in the box as shown below and click on Submit OTP:

The same would be for your email ID, if you have logged in using your mobile number, then you would need to validate your email ID. Enter your email ID and click on validate, you will receive an OTP on your given email ID. The same page displayed above opens, enter the OTP and click on Submit OTP to validate your email ID.

Fill in the name of your School. *For the balance **two** fields, i.e.: School UDISE ID/Org ID, Enter ID as requested by your State/Board/Org* follow the instructions as given by CISCE.*

***Kindly ensure you fill in all the details carefully and correctly before submitting.***

Tick the box as shown below and click on "**Submit**":

I agree to share these details with the Administrators of DIKSHA as per the, Privacy Policy

You have successfully self-declared all your information and the same has been submitted to DIKSHA.

(ii) Completing and Submitting Self Declaration using the DIKSHA App on your Android Mobile Phone:
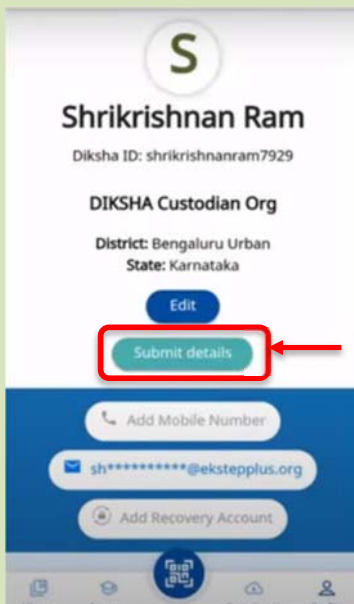
Open the "DIKSHA App" on your mobile phone
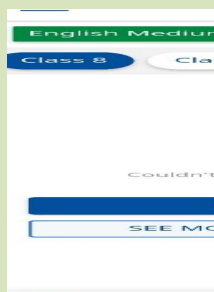
At the bottom right-side of the screen, click on "**Profile**":
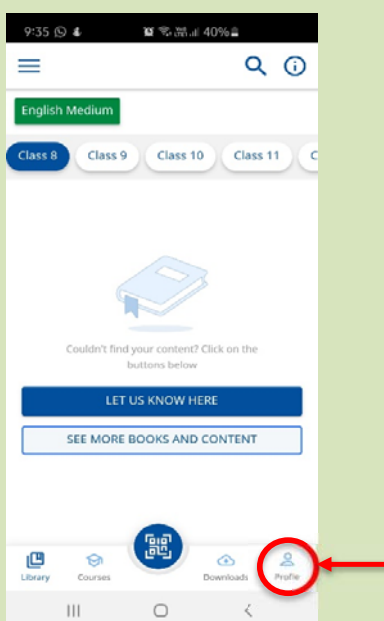
The following page opens:

Click on "**Submit details**"

Follow the same steps as given for submitting details using a computer/laptop
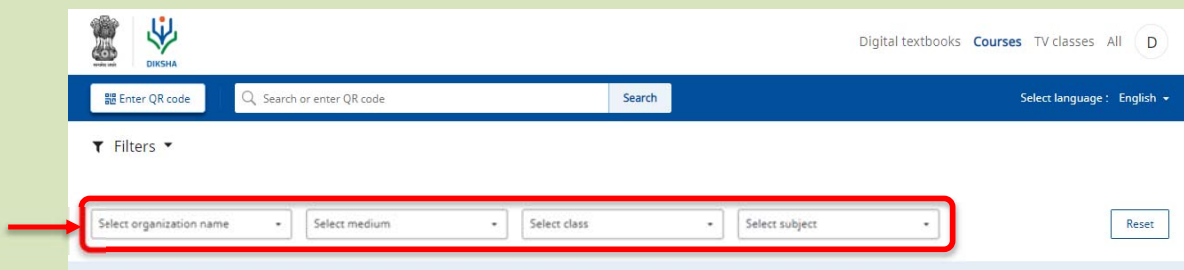
D. How to access NISHTHA Courses:

The name and links for the courses shall be shared with all Heads of Schools, who will then in turn share them with their respective teachers.

(i) Using a Computer/Laptop:

Open the DIKSHA Portal and login
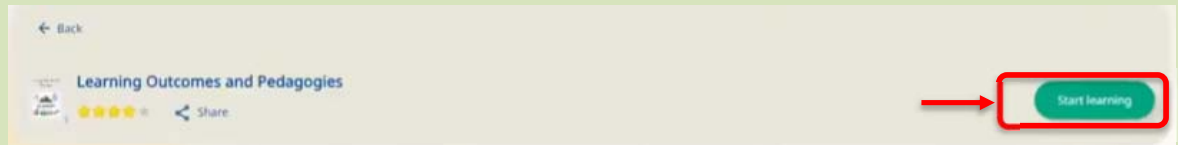
Click on "**Courses**"

There are multiple ways to select the course you wish to join, i.e.:

1. Fill in the details shown to display the courses made available teachers of respective Boards. From the multiple courses displayed, click on the course you wish to join.

2. Type in the name of the course in the search box and click on search, the course you wish to join gets displayed, click on the same.

3. Copy and paste /type the link shared into the browser and click on search, the course you wish to join gets displayed, click on the same.

4. Scan the QR code (if available), the course you wish to join gets displayed, click on the same. (*At present, this option has not been made available.*)
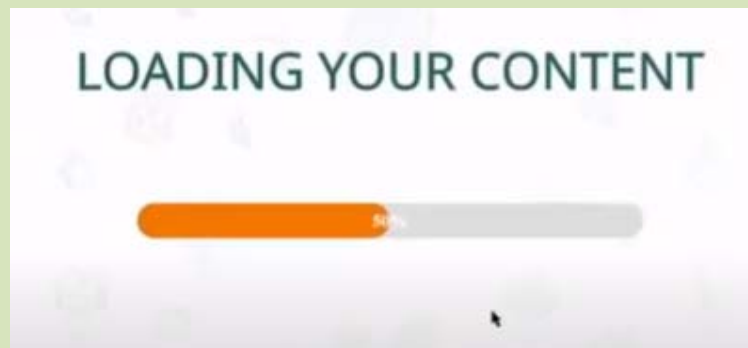
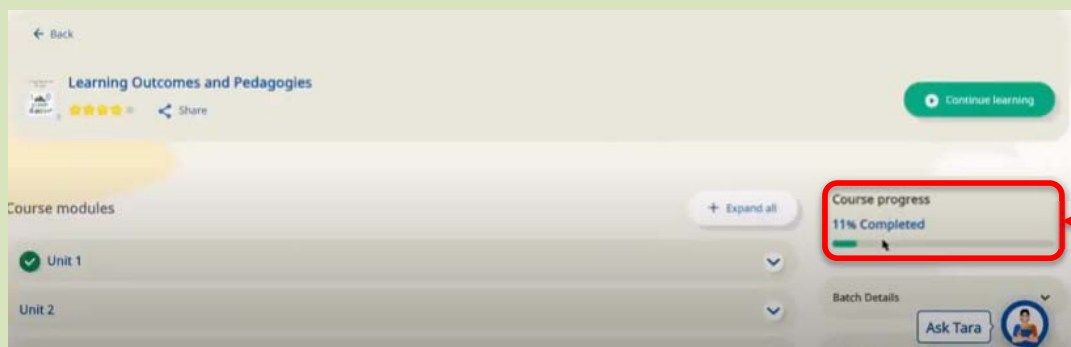After you have selected the course you wish to join → click on "**Join Course**"
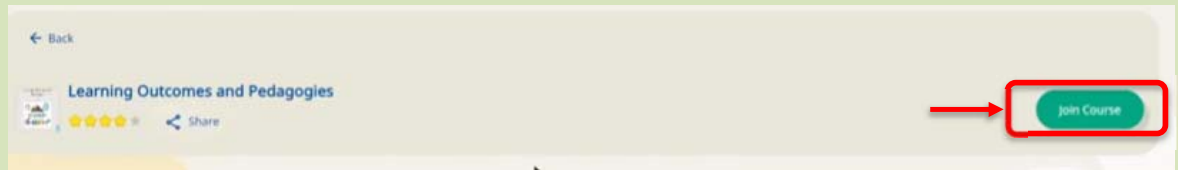
The Course opens up → click on "**Start Learning**"

Once you click on "Start Learning", the first content opens up automatically:

Once you start to consume the various units of the course, you will be able to see that your progress is being tracked:
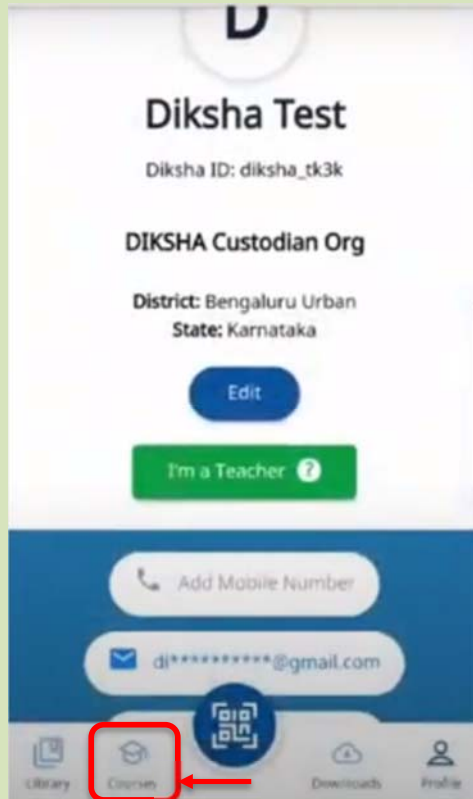

After you consume all the units of a particular course and your progress reaches 100%, it means you have completed the course. You will then receive a '**Course Completion Certificate**' within about **7 to 15 days** after the completion of the course.
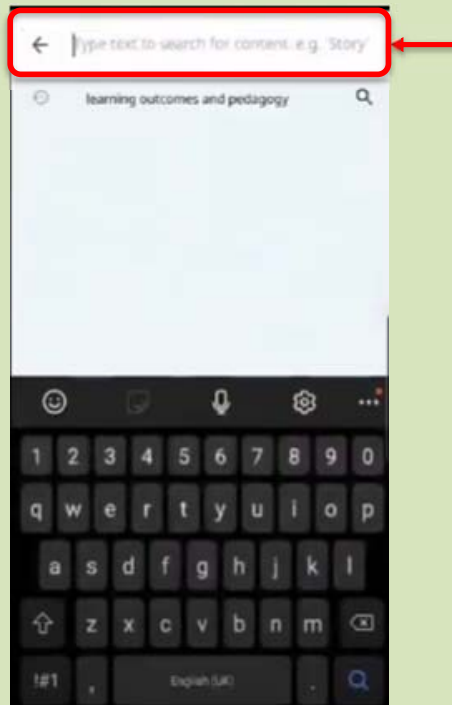
(ii) Using your Android Mobile Phone:

Open the DIKSHA App on your mobile phone → Click on "**Courses**"

There are multiple ways to join the courses, such as:

1. Type in the **name of the course** in the search box and click on **search**
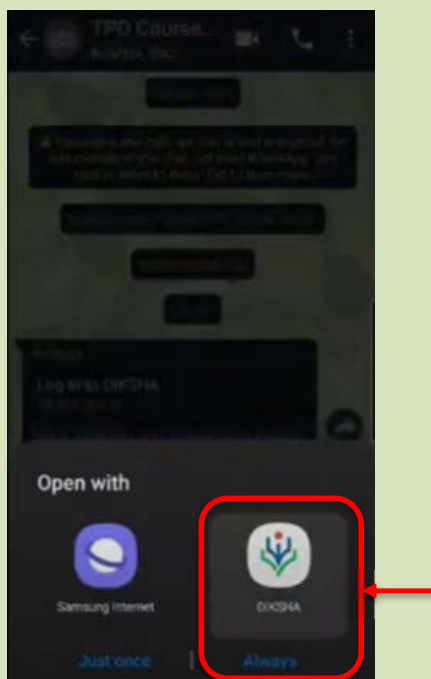
The Course you wish to join will be displayed, click on the "**Join Course**" tab
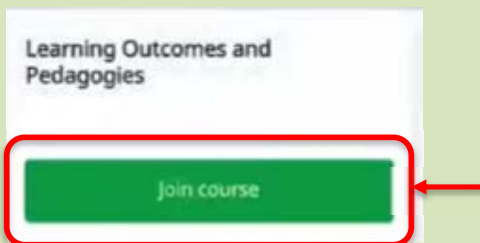

2. To join a course via a **link received**

    Click on the **link** received, select open with '**DIKSHA**' **always**:

    The Course you wish to join will be displayed, click on the "**Join Course**" tab

3. To join a course using a QR code received *(At present, this option has not been made available)*
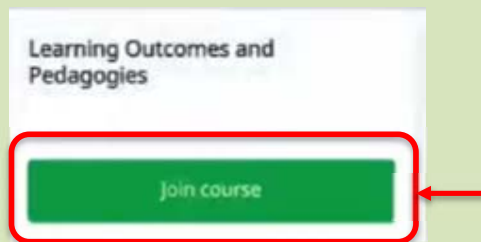
    Click on the **QR code icon** available at the bottom centre of the DIKSHA mobile App:
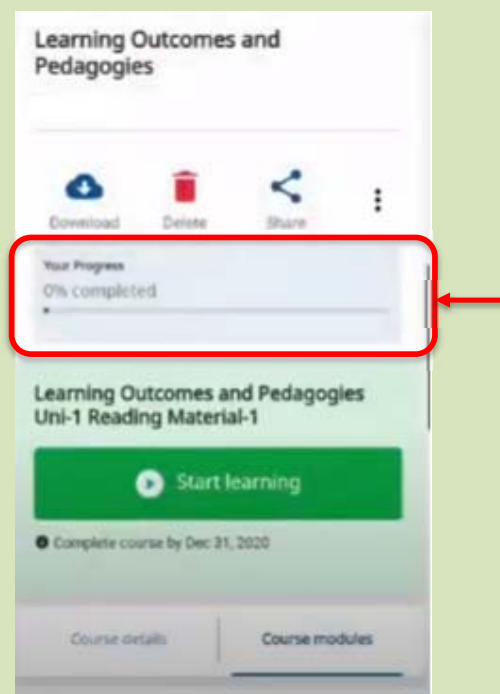
Scan the **QR Code** received by placing the same under the lens of your mobile camera:
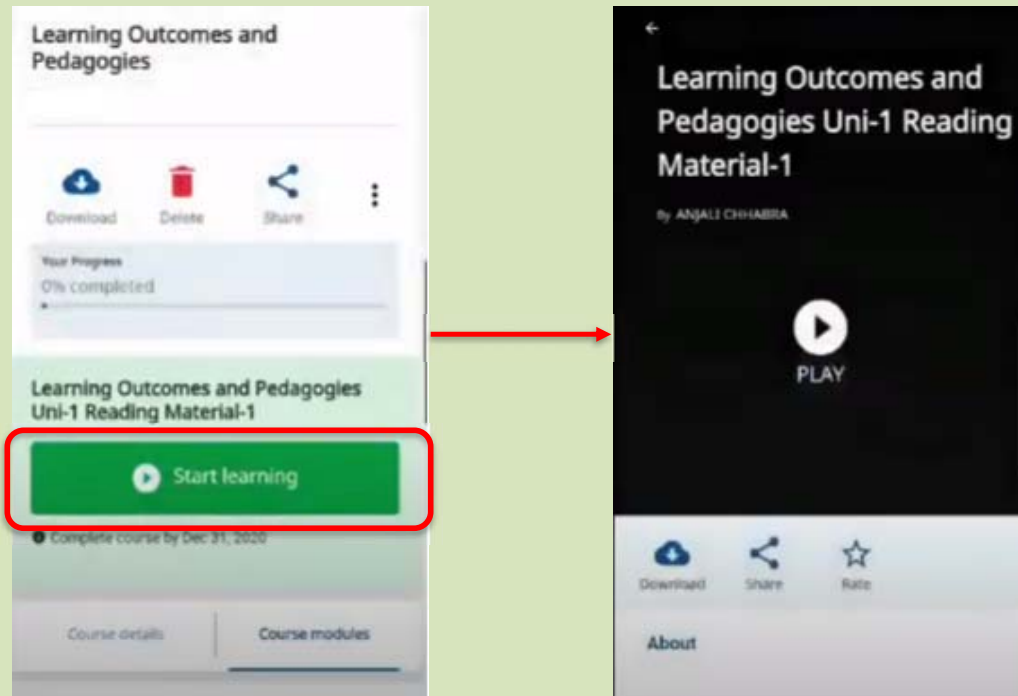

The Course you wish to join will be displayed, click on the "**Join Course**" tab
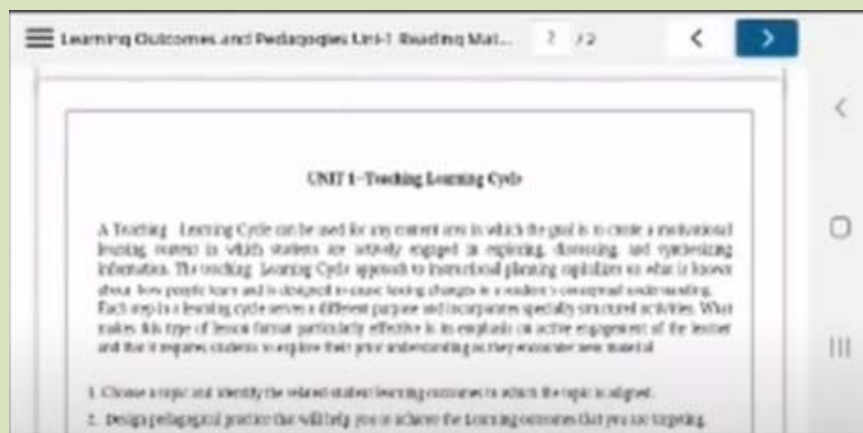

After clicking on "**Join Course**" (by using any of the above given 3 methods), you will see that your progress is listed at 0%
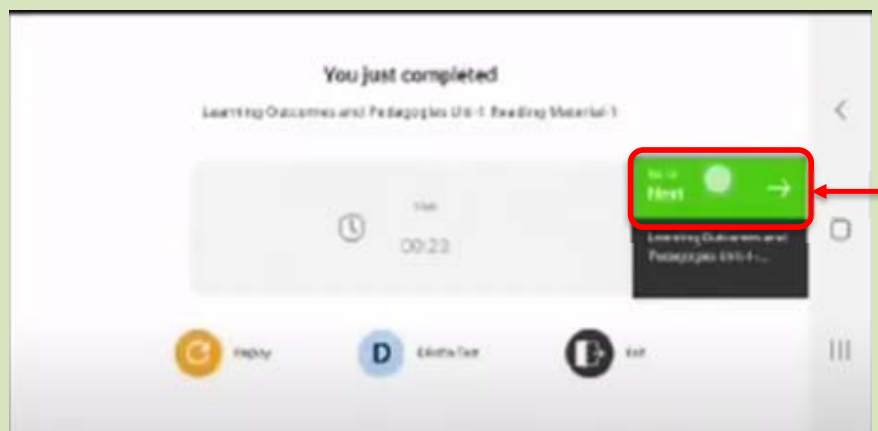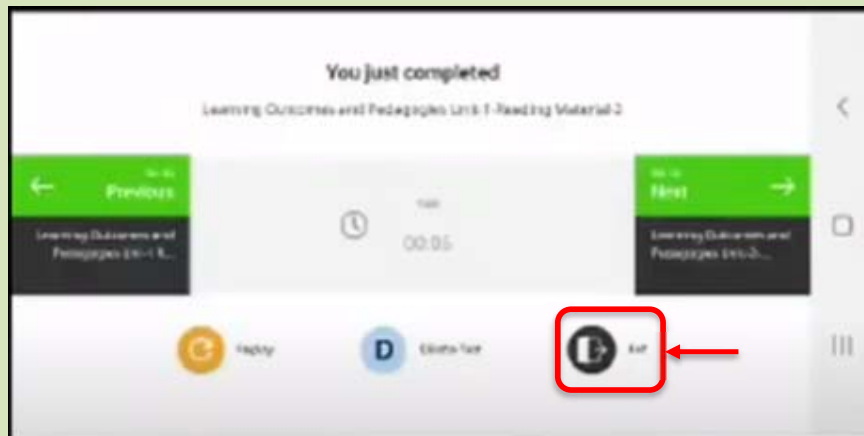
Click on "**Start Learning**"

You will get to see the content of the first Unit:

As you finish consuming the first unit, click on "**Next**" to go to the next unit

As you successfully complete Unit/Modules of the selected Course your progress shall increase accordingly. You can track your progress by clicking "Exit"

You will be able to see your progress in the Course.
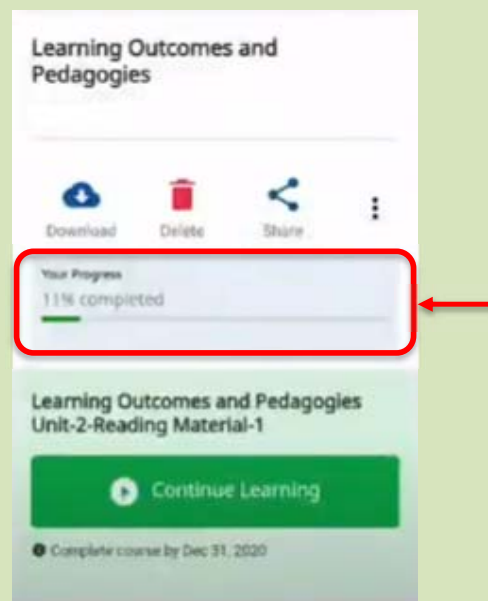
After you consume all the units of a particular course and your progress reaches 100%, it means you have completed the course. You will then receive a 'Course Completion Certificate' within about 7 to 15 days after the completion of the course.

NOTE:

1. Each set of courses will be available for 15 days, starting on day 1 and closing on day 15. The schedule of the same is attached herewith.

2. Each course requires a minimum 3 to 4 hours of engagement by the learners with flexibility for teachers to complete the course in a self-paced manner.

3. A total of 18 courses will be covered in three months (November – January).

4. On completion of a module, teachers will receive the certification of completion of that modular course within the next 7-15 days from the completion date.

5. Once all the courses have been completed by the teachers, a competency-based assessment will be conducted in the month of January 2020, for issuing the 'OVERALL NISHTHA COURSE COMPLETION AND MERIT CERTIFICATE'. This certificate of merit will be issued only if the teacher scores 50% and above.

YOUTUBE VIDEOS:

BY USING A COMPUTER/LAPTOP:

1. **How to Sign in /Register on DIKSHA Portal using a laptop/computer:**
   https://www.youtube.com/watch?v=tL25_m8O0ww&authuser=0

2. **How to self-declare on DIKSHA using a computer:**
   https://www.youtube.com/watch?v=8eJYVEzagQs&authuser=0

3. **How to login and consume NISHTHA courses on a Laptop or Computer:**
   https://youtu.be/fhNgG6I52aI

BY USING ANDROID MOBILE PHONE:

1. **How to Install DIKSHA App:**
   https://www.youtube.com/watch?v=ceZD5VET7vk&authuser=0

2. **How to Sign in /Register on DIKSHA Portal using an Android Phone:**
   https://www.youtube.com/watch?v=JsezA9ysA_I&authuser=0

3. **How to self-declare on DIKSHA using an android phone:**
   https://www.youtube.com/watch?v=jM2vq5EWBXI&authuser=0

4. **How to login and consume NISHTHA courses on an Android Phone:**
   https://youtu.be/Bse2HRGkSxw