

**1. Details of the Teacher/ Academic :**

<b>Name &amp; Date of Birth</b> :	Dr.Sindhu P Nair, 13-08-1974
<b>Date of Joining in IGNOU:</b>	29.1.2001
<b>Current Designation</b> :	Assistant Regional Director (Stage 3)
<b>Pay Scale as on date</b> :	Rs.15600-39100/- AGP Rs.8000/-
<b>Qualifications</b> :	B.Tech, MBA (Master of Business Administration) PGDDE( Post Graduate Diploma in Distance Education) Ph.D (Management Studies) PGDHEM (Post Graduate Diploma in Higher Education Management), M.Com (Master of Commerce), NET (Management)

**2. Honour/Award/Fellowship/membership of Professional body/ Statutory body (internal/ external) received by the Teacher/ Academic:**

<b>Name of the recipient,</b>	<b>Honour /Award/ Fellowship name/ membership of Professional body/</b>	<b>Agency name /Name of statutory body/ institution/ Apex body</b>	<b>Period</b>
Sindhu P Nair	National Faculty of MOOCS	SWAYAM Platform of MHRD	October 2018 onwards
Sindhu P Nair	Life Member of All India Management Association (AIMA)	All India Management Association (AIMA)	Life Member
Sindhu P Nair	Membership in Institute of Directors (IOD)	Institute of Directors (IOD)	2014

**3. Books/Book Chapter:**

- Co-author/co-editor if any, title, place of publication, publisher, Year, page (no) s, ISBN N

<b>SNo.</b>	<b>Name of Author1/ Editor 1, &amp; Co- author (s) / Co-editor (s) (if any)</b>	<b>Title of chapter/book</b>	<b>Place of publication</b>	<b>Publisher</b>	<b>Year</b>	<b>Total Pages</b>	<b>ISBN No.</b>
1	Sindhu P Nair (Contributed content/ chapter towards the Manual)	Manual for Learner Support Centres	Delhi	IGNOU, RSD	2018	Manual total pages is 266	ISBN 978-93-87960-38-1
2	Sindhu P Nair	Integrating	USA	IGI Global	2018	21 page	ISBN:97815

	(Co-Author) along with M. Rajesh, V.T. Jalajakumari	Digital Learning Management System (LMS) into Institutional Policies on Open Education in India for the Attainment of Sustainable Development Goals (SGDs), in book titled 'Optimizing Open and Distance Learning in Higher Education Institutions					22526254
3	Sindhu P Nair (Co-Author) along with M.Rajesh	An Interdisciplinary Approach to Open and Distance Learning	Punjab, India	Rigi Publication	2017	108 pages	ISBN 978-93-84314-87-3
4	Sindhu P Nair (Co-Author). along with M.Rajesh	Touching the Untouched through ODL in a Decade of Flux	Punjab, India	Rigi Publication	2017	70 pages	ISBN: 978-93-86447-09-08
5	Sindhu P Nair (Author)	Retailing in India - Current Trends and Challenges, in book titled Retailing- Emerging Trends and Challenges	New Delhi, India	Dominant Publishers	2015	6 pages	ISBN: 978-93-84161-70-5
6	Sindhu P Nair (Author)	Mobile Banking in India - Current Trends and Prospects in book titled The Contours of Indian Banking	Madurai, India	Shanlax Publications	2014	7 pages	ISBN – 7-978-93-80657-52-3
7	Sindhu P Nair (Author)	A Study on Consumer Ethnocentrism and consumer preferences towards foreign Vs domestic brands in book titled Emerging Trends in Marketing	New Delhi, India	Excel Publishers	2013	9 pages	ISBN: 978-93-82880-59-2
8	Sindhu P Nair (Author)	Women Empowerment through Lifelong learning – the case of IGNOU in Kerala, in book titled Revisiting Swami	Trivandrum, India	Dr. K. Sivadasan Pillai Foundation for Educational Research and Development (SPFERD)	2013	4 pages	ISBN: 978-81-926803-0-9

		Vivekananda's Vision for facing the new Educational Challenges,		and Global Health Care Publications			
9	Sindhu P Nair (Programme Coordinator, Co-Editor),  along with P.K.Jain (Programme Coordinator, Co-Editor)	PG Diploma in Plantation Management	Delhi, India	IGNOU	2009	Pages across 15 Blocks, 58 units across four theory courses and one project course	ISBN 978-81-266-4405-6, 408-7 etc. (58 units total)
10	Sindhu P Nair (Author)	Introduction to Human Resource Management, PGDPM, MAM-004	Delhi, India	IGNOU	2009	16 pages	ISBN 978-81-266-4406-3

**4. Research Articles/Publications:**

SNo.	Author/ Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No
1	Sindhu P Nair (Author)	Caregivers of Alzheimers - Managerial Issues and Challenges	SCMS Journal of Indian Management	Volume XIV No, 2	30-35	2017	ISSN No. 0973-3167.
2	Sindhu P Nair (Co-Author) along with M. Rajesh, V.T. Jalajakumari	Technological Interventions in Open and Distance Learning System: A Case Study of Brittle Bone Disease Learners in Kerala	Indian Journal of Open Learning (IJOL)	Volume 25 No.3	165-186	2016	IBSN 0971-2690
3	Sindhu P Nair (Author)	Towards Understanding the Successful Learner: A Case Study Of IGNOU,	Turkish Journal Of Distance Education	Volume: 13 No.2	322-335	2012	ISSN: 1302-6488
4	Sindhu P Nair (Co-author) along with M.Rajesh	Indian School Teachers' Perspective On Globalisation Of Education- A Case Study Of Atomic Energy Education Society School Teachers	Turkish Journal Of Distance Education	Volume:10 No.4	12-26	2009	ISSN: 1302-6488

5	Sindhu P Nair (Co-Author) along with M.Rajesh	Ranking Of Higher Education Institutions- The Webometrics Way: Issues, Prospects And Challenges	Universite Ve Toplum	Volume 8, No.2	1-7	2008	
6	Sindhu P Nair (Co-Author) along with M.Rajesh	Developing Programmes For The Society: A Case Study Of IGNOU	Edutracks	Volume: 7 No.12	33-36	2008	ISSN: 0972-9844

**5. Policy Documents Reports/ Mimeos:**

SNo.	Title	Institution/ Agency	Year
1	IGNOU RC Profile/ IGNOU RC Annual Report/ Newsletters	IGNOU	Various years

**6. Book Review published :**

SNo.	Author/ Co-author (if any)	Title	Name of Journal	Volume	page no. (s)	Year	ISSN No
--	NIL						

**7. Presentation/Invited talk/Chair in National or International Seminar/Conference/ Workshops (Please do not mention if it is only participation without presentation)**

SN o.	Author/ Co author (if any)	Title of presentation, /Talk/Lecture	Name Organizing institute	Conference	City	Date and Year
1	Sindhu P Nair (Invited lecture at UGC HRDC centre)	Technological Interventions in Higher Education – MOOCs through SWAYAM framework	UGC-HRDC, Kannur University, Kannur	Orientation Programme for College and University Teachers	Kannur	25.1.2019, Year 2019
2	Sindhu P Nair (Paper presentation in International Conference)	Role of Consumers in Environment Sustainability in the context of Sustainable Development Goals	School of Tourism Studies, Mahatma Gandhi University- India, University of Wisconsin - Parkside Wisconsin (Kenosha), USA & Ostfalia University of Applied Sciences, Germany	International Conference on Sustainable Globalization	Cochin	10.1.2019 Year 2019
3	Sindhu P Nair (Invited lecture at UGC HRDC centre)	Technological Interventions in Higher Education – MOOCs through	UGC-HRDC, Kannur University, Kannur	Orientation Programme for College and University	Kannur	26.11.2018 Year 2018

		SWAYAM framework		Teachers		
4	Sindhu P Nair (Invited lecture at UGC HRDC centre)	Technological Interventions in Higher Education - the coming of MOOCs	UGC-HRDC, Kannur University, Kannur	Orientation Programme for College and University Teachers	Kannur	29.6.2018, Year 2018
5	Sindhu P Nair (Invited lecture at UGC HRDC centre)	Technological Interventions in Higher Education - the coming of MOOCs	UGC-HRDC, Kannur University, Kannur	Orientation Programme for College and University Teachers	Kannur	12.3.2018, Year 2018
6	Sindhu P Nair (Paper submitted jointly and paper presented in International Conference)	Learning At Third Age: Some Insights	Geriatric and Gerontological Challenges, Indian Medical Association (Cochin Chapter), HelpAge India, and SCMS Group of Educational Institutions	Third International Conference on Aging Well-Gerontological & Geriatric Challenges, (ICAW 2018)	Cochin.	13.1.2018 Year 2018
7	Sindhu P Nair (Chair in National Seminar)	Session Chair	KNM Government College	DCE, Govt. Of Kerala sponsored National Seminar on Social Interventions for Quality Care in Later Life	Trivandrum	5.1.2018 Year 2018
8	Sindhu P Nair (Key Note Address at National Seminar)	The Silverline in a Greying World : Social Interventions through Lifelong Learning	KNM Government College	DCE, Govt. Of Kerala sponsored National Seminar on Social Interventions for Quality Care in Later Life	Trivandrum	5.1.2018 Year 2018
9	Sindhu P Nair (Paper presented in National conference)	Digital Marketing in India - Challenges and Possibilities	Avinashilingam Institute for Home Science and Higher Education for Women	UGC Sponsored National conference on 'Digital India - Power to Empower'	Coimbatore	22.9.2017 Year 2017
10	Sindhu P Nair (Paper presented in National Seminar)	Delivering Digital learning Experience in ODL in an era of digital consumerism - Examining learner readiness and preferences	IGNOU	National Seminar on ICT Support for Inclusive Digital Learning	Delhi	21.4.2017 & 22.4.2017 Year 2017
11	Sindhu P Nair (Paper presented in National Conference)	Marketing through use of technology-competencies and concerns from a customer perspective	School of Management Studies, CUSAT	National Conference on New Paradigms in Business and Management (NCNPBM-2017)	Cochin	20.4.2017 Year 2017
12	Sindhu P Nair	Who cares the	SCMS Group of	International	Cochin	11.1.2017 -

	(Paper presented in International conference)	caregiver? A Case Study on Managerial Issues and Challenges of Caregivers of Alzheimers in an Indian Context	Institutions	conference on 'Aging Well - Social and Managerial Challenges		13.1.2017 Year 2017
13	Sindhu P Nair (invited lecture at (KVS, body under MHRD)	Personality Development for Teachers	Kendriya Vidyalaya Sangathan (KVS, body under MHRD)	In-service course for Post Graduate Teachers	Cochin	22.5.2017 Year, 2017
14	Sindhu P Nair (Paper submitted jointly and presented by Co-author V.T.Jalajakumari)	Use of Open Education Resources (OERs) in India - Problems and Prospects'	International Seminar on Skill Development through ODeL: Innovations, Entrepreneurship, Employment for Inclusive and Sustainable Livelihoods	IGNOU	Delhi	9.3.2017 - 11.3.2017 Year 2017
15	Sindhu P Nair (Paper submitted jointly and presented in International Seminar)	Digital Learning Systems - An Inclusive Approach	DISHA Global Trust, India and Wawasan Open University, Penang, Malaysia. sponsored by ROER4D, Cape Town, South Africa and IDRC, Canada	Asian Seminar on Changing Higher Education scenario: Experience in Open Educational Practices	Cochin	5.11.2016 Year 2016
16	Sindhu P Nair (Paper Presentation in National Seminar)	Technological Interventions in Open and Distance Learning- A Case study of Brittle Bone Learners in Kerala	National Seminar on 'Open and Distance Learning in India: Present Status and Future Prospects'	IGNOU	New Delhi	29.9.2015 - 30.9.2015 Year 2015
17	Sindhu P Nair (Paper Presentation in International Conference),	MOOC in Indian Higher Education with specific reference to Open Universities - Prospects and Challenges	28th Annual Conference of the Asian Association of Open Universities (AAOU 2014)	Annual Conference of the Asian Association of Open Universities (AAOU)	HongKong, (Open University of HongKong, OUHK)	28.10.2014- 31.10.2014 Year 2014
18	Sindhu P Nair (Paper Presentation in National seminar)	Mobile Banking in India - Current Trends and Prospects,	National seminar on 'The contour of Indian Banking', College of Co-operation, Banking and Finance	Kerala Agriculture University,	Thrissur	23.10.2013- 24.10.2013 Year 2013
19	Sindhu P Nair (Paper Presentation in International Seminar)	Women Empowerment through Lifelong learning - the case of IGNOU in Kerala,	International seminar on 'Revisiting Swami Vivekanada's Vision for Facing New Educational Challenges	Dr. K. Sivadasan Pillai Foundation for Educational Research and Development (SPFERD) and Global Health	Trivandrum	5.9.2013- 7.9.2013 Year 2013

				Care Publications		
20	Sindhu P Nair (Paper Presentation in International Conference)	Corporate Social Responsibility In Rural Markets- A Framework For Marketing To Rural Consumers	International conference on Corporate Social Responsibility In Rural Markets- A Framework For Marketing To Rural Consumers	Mahatma Gandhi University, Kerala	Kottayam	29.11.2010-30.11..2010 Year 2010
21	Sindhu P Nair (Paper Presentation in International Conference)	Relationship Management In ODL Systems: An Approach Towards Facilitating Access And Success In Learning'	Sixth Pan-Commonwealth Forum On Open Learning (PCF6) Conference	COL (Commonwealth of Learning) & IGNOU	Cochin	24.11.2010-28.11.2010 Year 2010.
22	Sindhu P Nair (Invited lecture at State University)	Self-Learning Material for Open and Distance Learning (ODL)	Workshop conducted for preparation of study materials for Distance Education	School of Distance Education, Kannur University	Kannur	27.3.2010 Year 2010

**8. Study Tour Organised/ Participated/ Attachment Organized/Internship:**

SNo.	Details of the tour	Name of coordinating body	Duration
1	Study Tour organised for Students of Post Graduate Diploma in Higher Education (PGDHE) Extended Contact Programme to Higher Education Institution - Sacred Heart College, Ernakulam and Students' Report Submission	IGNOU, Cochin	One day each (2018, 2017, 2016, 2015, 2014)
2	Internships/ Organisation Study/ Projects facilitated for IGNOU PG students from time to time as per learner specific needs	IGNOU, Cochin	Various years

**9. Consultancy assignment (if any):**

SNo.	Organization/ agency	Cost, title of consultancy	Duration
		NIL	

**10. Details of Institution/ Government/ Industry / own Institution Sponsored Research Projects (including Programme Evaluation) and Amount (Both completed and ongoing):**

SNo.	Agency	Amount	Duration with dates	Status i.e. ongoing/ completed
1	MHRD, SWAYAM under National Coordinator - IGNOU.  Sindhu P Nair, Co-Principal Investigator	-- (own Institution is National Coordinator)  Proposal for MOOC course development	First run was from 1.10.2018 to 15.11.2018. Re-run may be from March- April 2019.	Ongoing

	for MOOC SWAYAM course (along with Dr.M.Rajesh, PI, Dr.V.T. Jalajakumari, Co-Principal Investigator & Dr.Praseetha Unnikrishnan, Co-Principal Investigator)	under MHRD SWAYAM submitted to NC, IGNOU by PI, was accepted, MOOC developed, first run over, re-run planned		
2	Project on Computer Literacy for Jail Inmates of District Jail (was part of it - assigned task with regard to visiting for this project for assessing feasibility of project prior to approval.	Rs. 30,000/-  Funded by District Jail, Ernakulam, Govt.of Kerala	2014-2015	Completed
3	IGNOU-AEES Project (Project Implementation by RC Cochin, was part of team organising it)	Rs. 177 lakhs (from Hqrs)	2007-2009	Completed
4	Soft Skills training project for IGNOU UG final year students (Coordinated and organised)	Own Institution sponsored Research Project/ programme.  Rs. 2 lakhs, IGNOU Hqrs. sanctioned to RC on a project mode, with separate budget for the programme, based on proposal submitted from RC	2008 March (five days - Saturdays & Sundays)	Completed

**11. Details of PhD and MPhil Scholars (including those awarded degree):**

SNo.	Name and enrolment no:	Year of registration	Year of completion/ award
		NIL	

**12. Details of Programmes/ Courses coordinated/ written/ edited/ translated:**

SNo.	Programme	Course	Unit (print)/ Audio/ Video/ eSLM	Coordinated/Written/ Edited (content/ language/ format)/ Translated	Period
1	Post Graduate Diploma in Plantation Management (PGDPM)*	MAM-01, MAM-02, MAM-03, MAM04, MAM05	54 units across four courses and a Project Handbook (Units - 54 No.s as per Programme Structure of PGDPM programme)	Entrusted as the Programme Coordinator for the Programme along with Dr.P.K.Jain, SOA. As part of it, undertaken Coordination, Editing (content/ language/ forma as the Programme Coordinator along with the team assigned for it)	2008, 2009
2	Post Graduate Diploma in Plantation Management	MAM04	Introduction to Human Resource Management	Written	2009



	(PGDPM) *				
3	MOOC on SWAYAM Platform - Certificate Programme in Environmental Sustainability (Non-credit)#	Environment Friendly Technologies for Managing Our Environment Better	11 Videos developed: Module 1: Environment Friendly Technologies: Concept and Need Module 2:A Consumer Behaviour perspective to Environment Sustainability Module 3: Managing our environment for Sustainability: Solar Energy - Part I Module 4: Managing our environment for Sustainability: Solar Energy - Part II Module 5:Managing our environment for Sustainability: Wind Energy Module 6:Managing our environment for Sustainability: Geothermal, Hydro & Tidal Energy Module 7: Sustainable Development and Environment Friendly Practices Module 8:Waste Management for Sustainable Development Module 9:Environment friendly practices and use of environment friendly products Module 10:Live examples of Environment Friendly Technologies - Part I Module 11:Live examples of Environment Friendly Technologies - Part II	Written and edited the content	1st September, 2018 to 15th October, 2018  The Course was run on the SWAYAM Platform of MHRD during the said period

\*Also indicated under Item No.3 - Book Chapters where ISBN details of publications are sought.

# Also indicated under Item No.10 - Institution Sponsored Research Projects

- Courses/ Units translated and period - NIL
- Audio programmes (title, Course, period) - NIL
- Video programmes(title and Course, period) - 11 videos under MOOC Certificate Programme in Environmental Sustainability (Non-credit), year 2018, also indicated under Item No.12,SNo.3 above

### 13. Training programmes designed and conducted, duration and dates

SNo.	Programme	Dates	Place	Number of Participants
1	Soft Skills training project for IGNOU students (Coordinated the whole programme, along with kind guidance from Regional Director and team at RC,)	March 2008	IGNOU Cochin	8 students successfully completed the Soft Skills Training
2	Five days translation training cum workshop held at Regional Centre in association with SOITS (involved in conduct of programme along with Regional Centre team)	30 April -2 May, 2010	IGNOU Cochin	Approx 30-40
3	Three-Day Training Programme on 'Digital Content Authoring Technology and Use of Open Educational Resources (involved in conduct of programme along with Regional Centre team)	30 April -2 May, 2010.	IGNOU Cochin	Approx 20-25
4	Workshop/Training in 'Research Methodology and Data Analysis for MBA full time students (involved in conduct of programme along with Regional Centre team)	27-29 June 2011	IGNOU Cochin	Around 40
5	Routine Orientation Meetings for IGNOU LSC functionaries organised	In various years	IGNOU Cochin	As per slated programme

**14. Details of Counselling sessions conducted:**

SNo.	Programme	Course	Place	Dates	Duration	Mode (Specify- Face to Face Radio counselling Teleconferencing Web conferencing Any Other)
1	MBA	MS-66	Cochin (SC 1402)	For the Semesters	Counselling sessions of 2- 2.30 hours each	Face to Face counselling
2	MBAFT	MS-62	Cochin (RC)	Full Time programme, sessions held for the semester as per semester schedule	6 months period (July-Dec 2013)	Face to Face counselling

3	About IGNOU	Higher Education Through IGNOU	AIR, Kochi	13.12.2017	1 hour	Radio counselling
4	Distance Education	Promotional/ counselling programme	Gyanvani	17.6.2013	30 minutes	Radio counselling
5				28.6.2013	30 minutes	Radio counselling
6				3.7.2013	30 minutes	Radio counselling
7				8.7.2013	30 minutes	Radio counselling
8				19.7.2013	30 minutes	Radio counselling
9				28.7.2013	30 minutes	Radio counselling
10				12.6.2013	30 minutes	Radio counselling
11				10.6.2013	30 minutes	Radio counselling
12				5.6.2013	30 minutes	Radio counselling
13				29.5.2013	30 minutes	Radio counselling
14	Distance Education	How to study in ODL system		6.1.2013	30 minutes	Radio counselling
15	Distance Education	Promotional/ counselling programme		25.10.2012	30 minutes	Radio counselling
16				4.10.2012	30 minutes	Radio counselling
17	Distance Education	Induction Programme		29.1.2012	one hour session	Radio counselling
18		IGNOU Term End Examinations		13.12.2011	30 minutes	Radio counselling
19		IGNOU Term End Examinations		8.12.2011	30 minutes	Radio counselling
20		IGNOU Term End Examinations		29.11.2011	30 minutes	Radio counselling
21		IGNOU Term End Examinations		24.11.2011	30 minutes	Radio counselling
22	General IGNOU Counselling/ Distance Education / Management	Distance Education, Management	All India Radio (AIR), Jaipur, Chennai, Trivandrum	Between 2001-2009 period	One hour sessions each	Radio counselling

**15. Details of Patents granted (if any): NIL**

**16. Contribution to IGNOU's corporate life:**

SNo.	Chairperson/ Member of Committee	Name of the Committee	Date/ period
1	Chairperson	RCCASH, RC	2013-2017 (4 years)
2	Member	Examination Committee of various Community Colleges.	2010/2011
3	Member	Purchase Committee	2015-2016, 2016-2017, 2017- March 2018
4	Member	Member of Administrative Committee RC for administration related matter	2011-2012
	Member	Innovation club of the Regional Centre	2017
	Nodal Officer	Innovation club of the Regional Centre	December 2018 onwards
	Chairperson/ Member	Of various committees at RC such as MeIT Van/bus utilisation/ Unnath Bharat Abhiyan, Swatchhahta Hi Seva Drive, 150 <sup>th</sup> Birth Anniversary of Mahatma Gandhi etc.	September/ October 2018 onwards
	Convener/ organiser/ member of team of various meetings held at the Regional Centres	Expert Committee meetings, Orientation Programmes, Special programmes with Governmental Institutions/ bodies for promotion of programmes etc	During various years
	Member	Of various academic bodies constituted at the Regional Centre by the Regional Director to discuss and finalise academic matters from time to time	During various years

**17. Administrative position/s held in the University (even as in charge)**

SNo.	Designation	Period
1	was entrusted charge as Regional Director (i/c)	16.09.2017 - 12.04.2018

**18. Any other contribution/information**

1. Developed (along with RC colleagues) a MOODLE based Learner Management System, tested in providing learning solutions to differently challenge learners in year 2015.

**(Duly authenticated by the Director/ Head of School/ Division/ Unit/Centre / Cell)**

2. Developed video as a motivational resource for learning for distance learners focusing on differently abled/ special/ unique learners, which was appreciated by University officials, nominated for NCIDE Innovation award and clippings telecast during convocation program telecasts from EMPC during 27th IGNOU Convocation held on 16.4.2014
3. Guided PG students - of IGNOU MBA programme (8 Nos) and PGDEDS programme (2 No.)
4. Approved Academic Counsellor for IGNOU MBA programme
5. Approved Evaluator for IGNOU MBA programme
6. Certified as e-Kranti Volunteer of IGNOU in the Aao Ham Digital Ho Jaaye Abhiyan (under VISAKA, Govt. of India Initiative) 2016-17 towards contribution of Vittiya Saksharatha
7. Undertaken Campus placement initiatives for IGNOU learners at RC, in 25 February 2014, 25 April 2016

**Signature of Teacher /Academic****Signature of Director/ Head**