# Shivaji University, Kolhapur

## Manual for the registration and enrollment to the Skill Enhancement Courses (SEC) offered through the Infosys Springboard portal

### Academic Year 2022-23

Steps to register on the Infosys Springboard portal and complete the courses.

- 1. Click on the following link https://infyspringboard.onwingspan.com/web/en/login
- 2. Click on **login** for new registration.



3. You will be directed to following page. Click on Register



4. Enter your details (first name, Last Name, Email). Set password. Follow the rules for creating password. After filling your details, click on **Register** button.



5. After that system will send email with instructions for verification of email address. This email may appear in **Primary/Promotions** category in your inbox.



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6. Open this email and click on Link to e-mail address verification

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7. You will be directed to new page where you have to select appropriate options.

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	To receive responses from chatbot for your queries related to the Meridian events	
	<ul> <li>To enable you to view and take part in the learning events available for different learning tracks</li> </ul>	
	To enable you to create and draw figures, graphs, flowcharts etc. using Figurit application	
	To allow you to join Internship program	
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- 8. On registration page fill the details and click on the **Next** button.
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  - Enter Educational Institute name: Fill your college name (for University campus: fill University name)
  - Affiliation: **Other**
  - Grade: Other
  - Phone number: Your mobile number
  - I heard about Springboard from: University

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- 9. After clicking on the next button, you will be directed to the video which gives the information about the Infosys Springboard platform. Watch that video carefully and click on **Next** button.
- You will get the window where you have to type your area of interest or you can select it from the available list. This will be used by the system for suggesting the courses related to your interest. (No need to bother much about the same.)

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#### 11. After selecting the areas of the interest click on the Next button.

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12. You will find some options for selecting language and customizing view of the portal. You can customize or straight away click on the **Done** option.

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13. You will be directed to the following page where you can search for the courses, enroll for the same and complete the courses.

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- 14. If you want to register for the courses selected by the Shivaji University, Kolhapur then click on the link of the respective courses given in the Appendix I (Page no. 8). If you wish to register for the different course as an additional course then select the course of your interest, click on **start** button to register for the course.
- 15. Infosys springboard portal offers the courses designed exclusively for the springboard portal or the courses available at different platforms like coursera.
  - a. If the selected course is designed exclusively for the springboard portal then after clicking on **start** button you can access the course material.
  - b. If course is from coursera platform then you will be redirected to coursera website. There you have to select the appropriate options/fill the details. After that the course material will be accessible. For example, the course **Excel skill for Business: Intermediate I** is available at coursera platform. If you wish to enroll for the same, select the same and follow the following steps.
    - i) Select the course and Click on **Continue**.
    - ii) Click on **Start**



iii) Following window will appear.



iv) Set the password and click on continue button. This password will be for coursera portal.

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- v) Select your date of birth.
- vi) Click on the join program. There you can find the syllabus and week-wise schedule.
- vii) Click on the Enroll
- viii) Complete the course.

#### Note:

- i) Every college has a Coordinator for the Infosys Springboard portal.
- ii) College students and teachers may contact with him. If coordinator is having any query, he/she may contact to University Coordinator.

### Appendix I

#### Links for accessing the courses

Sr.	Name of the	links
NO.	course	
1	Excel Skills for	https://infyspringboard.onwingspan.com/web/en/app/toc/lex_aut
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2	Excel Skills for	https://infyspringboard.onwingspan.com/web/en/app/toc/lex_aut
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	Intermediate II	
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