



# सावित्रीबाई फुले पुणे विद्यापीठ

(पूर्वीचे पुणे विद्यापीठ)



प्रो. (डॉ.) सदानंद भोसले

एम्.ए., पीएच्.डी.

संचालक (अतिरिक्त कार्यभार)

राष्ट्रीय सेवा योजना

गणेशखिड, पुणे - ४११ ००७

कार्यालय क्र. : ०२०-२५६२२६८८/८९  
: ०२०-२५६२२६९०/९१  
: ०२०-२५६२२६९२  
: ०२०-२५६९७३४९

स्वातंत्र्याचा अमृत महोत्सव

संदर्भ : रासेयो/२०२५-२६/२३

प्रति,

मा.प्राचार्य/संचालक,

रासेयो संलग्नित सर्व महाविद्यालये परिसंस्था,

पुणे, अहिल्यानगर व नाशिक जिल्हा,

सावित्रीबाई फुले पुणे विद्यापीठ.

दि. १०/०५/२०२५

विषय : My Bharat पोर्टलद्वारे सायबर सुरक्षा याविषयावर अनुभवात्मक शिक्षण कार्यक्रम प्रकाशित करण्यासाठी SOP आणि मार्गदर्शक तत्वांच्या प्रसाराबाबत...

महोदय,

मा. क्षेत्रीय संचालक, रासेयो क्षेत्रीय संचलनालय, भारत सरकार, पुणे यांच्या पत्रानुसार My Bharat पोर्टलवरून सायबर सुरक्षा याविषयावर अनुभवात्मक शिक्षण कार्यक्रम (Experiential Learning Program-ELP) प्रकाशित करण्यासाठी SOP आणि मार्गदर्शक तत्वांच्या प्रसार करण्यात यावा असे सुचित करण्यात आले आहे.

त्यानुसार आपल्या महाविद्यालयात या उपक्रमाची अमलबजावणी करण्यात यावी. तसेच आपल्या माहिती व उचित कार्यवाहीकरिता सोबत जोडलेल्या पत्राचे अवलोकन करावे. कळावे, ही विनंती.

संचालक

राष्ट्रीय सेवा योजना

सोबत : मा. राज्य संपर्क अधिकारी, उच्च व तंत्र शिक्षण विभाग, मंत्रालय, मुंबई यांचे पत्र

To,  
**All Program Coordinators of NSS :-  
Maharashtra & Goa states**

Sir/ Madam,

With reference to the recent Virtual Conference held with respective **Knowledge Institutions (KIs)** regarding the implementation of the **Experiential Learning Program (ELP)** through the **MY Bharat Portal**, you are requested to kindly disseminate this information to all Program Officers and Knowledge Institutions under your jurisdiction.

Please find attached the following documents for your reference and further action:

1. **Standard Operating Procedure (SOP)** for creating and publishing ELPs
2. **Detailed Presentation** outlining the step-by-step process on the MY Bharat Portal

2. In this regard, you are kindly requested to **expedite the process and initiate the creation and publishing of an ELP on Cybersecurity** by your respective KIs. This will help in ensuring **maximum youth engagement and participation** in a critical area of national importance.

- Link to Visit MY Bharat Portal:** <https://www.mybharat.gov.in>
- For any assistance or queries, please contact MY Bharat's Toll-Free Number: **1800-212-2729**

Regards,

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**AJAY B SHINDE**  
**Regional Director (Maharashtra & Goa)**  
**Regional Directorate of N.S.S.**  
**Government of India, Ministry of Youth Affairs & Sports**  
**A Block, College of Agriculture Campus,**  
**Shivaji Nagar, Pune- 411005**

# Standard Operating Procedure (SOP) for Cybersecurity Experiential Learning Programme (ELP)

## 1. Overview:

In today's digital world, staying safe online is more important than ever. Cybersecurity helps protect personal information and prevent online fraud, making the internet a safer place for everyone.

The **Cybersecurity Experiential Learning Programme (ELP)** is a **30-day** structured initiative jointly implemented by **Mera Yuva Bharat (MY Bharat)** and **the Indian Cybercrime Coordination Centre (I4C)**, Ministry of Home Affairs. It aims to equip youth with essential cybersecurity skills through a blended learning model that includes both digital learning and field-based exposure. The program is designed to be completed within 30 days, involving 120 to 360 hours of learning and engagement. This program will run in collaboration with various **Knowledge Institutions** like **colleges, schools** as well as **cyber police stations**, giving students real life practical field work experience in addition to the online learning.

The Cyber Security ELP includes the followings:

- I. Cyber Hygiene Online Course on I4C Portal (12 hours):** A 12-hour online cybersecurity course designed by Indian cybercrime coordination centre (I4C) is mandatory for everyone. It includes **5 learning modules** related to Cyber Crime and Cyber Security.

The 5 modules encompass the following topics:

- i. Module 1 - Introduction to Computers, mobile devices, data storage and computer network
- ii. Module 2 - General awareness of cyber crime
- iii. Module 3 - Social media related cybercrime
- iv. Module 4 - Internet based cybercrimes
- v. Module 5 - Case Studies on digital cybercrimes

- II. Experiential Learning (120-360 hours):** After the successful completion of the 12-hr online course, youth participants will be attached with Knowledge Institutions (schools, colleges etc.) and cyber police stations for hands-on learning through field work where they will work on some projects based on the knowledge gained from the online course. Duration of this program can vary depending upon the requirement by ELP creator (schools/colleges/Cyber police) with a minimum of 120 hours to a maximum of 360 hour.

## 2. Objectives:

- Sensitize youth about cybercrime prevention and digital safety.
- Foster cyber hygiene habits and awareness among youth/ student communities.
- Engage youth in hands-on experiential learning through active field work.

- Strengthen cybercrime reporting and support systems at grassroots level by engaging students at Knowledge Institutions (KIs).
- Create a cadre of informed cyber volunteers to support local and national cybersecurity efforts.

**3. Program Structure:** The ELP follows a **hybrid model** with two phases:

**Phase 1: Online Course from I4C (12 Hours):**

- Participants will undertake an I4C-certified digital learning course on Cyber Hygiene and Cybercrime Reporting.
- Upon successful completion, participants will receive a **certification of completion** from the Indian Cybercrime Coordination Centre (I4C) on the I4C portal.
- Successful completion will be mandatory for progression to Phase II.

**Phase 2: Field-Based Learning (120-360 Hours):**

Participants will be assigned to local Police Stations, District Cyber Cells, or Cyber Crime Police Stations to engage in real-world tasks. These include but not limited to:

- **Support Roles:** Handling cyber cases at the thanas and assisting the police officers; assist victims in reporting cyber incidents and securing their accounts.
- **Awareness Activities:** Take part in various workshops in schools and colleges to spread awareness about cyber-security; organize awareness campaigns with the help of cybercrime police stations to educate people about online threats.
- **Documentation:** Creating reports, data logs, and submitting feedback forms on outreach activities
- **Community Outreach:** Create Cybersecurity Clubs where students help each other learn about online safety.

**4. Implementation Process:**

**A. For Youth Registration & Course Completion:**

**I. Create a Youth Profile on MY Bharat:**

- Visit [MY Bharat Portal](https://mybharat.gov.in/) (https://mybharat.gov.in/).
- Provide your email ID/phone number and address.
- Enter additional details like highest education, phone number, etc. to complete MY Bharat youth profile.

**II. Enroll in the ELP Program on Cybersecurity:**

- Visit the MY Bharat portal (<https://mybharat.gov.in>) and apply for the Cybersecurity ELP program offered by the respective Knowledge Institutions (KIs).
- Select State/district filter and "Cybersecurity" – this will lead to the ELPs created in that respective zone by KIs
- Search for available ELPs, check criteria and location, and join the preferred one.
- Note: Youth can join only one ELP at a time – parallel participation in multiple ELPs is not allowed at the same time.
- Access your assigned task and complete the online Cybersecurity training through the task link provided on the MY Bharat portal. (User registration on the I4C platform will be carried out automatically via API integration.)
- After completion, youth will be able to get an ELP completion certificate from MY Bharat in the portal.

### **III. Complete the Cyber Hygiene Course:**

- Complete the online course at your own pace available at I4C LMS site.

### **IV. Undergo Hands-On Learning through Field Work:**

- Upon successful completion of the 12-hour online course, participants will be attached to Knowledge Institutions (such as schools and colleges) and Cyber Police Stations for practical field experience.
- During this phase, participants will work on real-life projects based on the knowledge gained from the online training.
- The duration of the field engagement will vary depending on the requirements set by the ELP creators (schools, colleges, or cyber police), ranging from a minimum of 120 hours to a maximum of 360 hours.

### **V. Submit Field Task for Evaluation:**

- After completing the required fieldwork (ranging from 120 to 360 hours), log in to the MY Bharat portal and fill in the task details.
- Upload your attendance record and submit feedback as part of the evaluation process.

## **B. For ELP Creators (Colleges, Schools, Cybercrime Police Stations)**

- I. Create an ELP from the registered nodal account on MY Bharat portal.

- II. Create and assign tasks related to LMS using the given link:  
<https://lms.mybharat.gov.in/i4c/course/view.php?id=3> for online Cyber Hygiene program, fieldwork or project-based learning for youth participants.
- III. Monitor the progress of youth participants through the portal, including task completion, attendance, and feedback submission.
- IV. Evaluate the tasks submitted by youth and confirm their attendance on the MY Bharat portal.

#### 5. Roles & Responsibilities of Identified Organizations/ stakeholders:

Stakeholder	Responsibilities
<b>I4C (Indian Cybercrime Coordination Centre)</b>	<ul style="list-style-type: none"> <li>• Develop relevant, age-appropriate course content on cybersecurity</li> <li>• Regularly update the curriculum based on feedback</li> <li>• Provide certificates to participants upon completion of the 12-hour online course via the I4C portal</li> </ul>
<b>MY Bharat</b>	<ul style="list-style-type: none"> <li>• Onboard relevant institutions (schools, colleges, cyber stations, etc.) on the MY Bharat portal and coordinate with them to run Cybersecurity ELP smoothly</li> <li>• Support youth in profile creation and online course registration</li> <li>• Monitor and track implementation of ELP through the MY Bharat portal</li> </ul>
<b>Youth</b>	<ul style="list-style-type: none"> <li>• Conduct cyber awareness drives in schools/communities by educating people on avoiding scams and fraud, assisting in conducting awareness drives, security assessments, and digital safety training.</li> <li>• Establish and lead Cybersecurity Clubs</li> <li>• Help victims report cybercrimes and secure accounts</li> <li>• Promote online safety through campaigns, posters, social media</li> <li>• Educate peers and community on strong passwords and 2 Factor Authentication</li> <li>• Act as Cybersecurity Ambassadors to encourage course uptake</li> <li>• Report fake websites and fraud calls</li> <li>• Serve as cybersecurity educators after completing the course</li> </ul>
<b>Knowledge Institutions (Schools/Colleges)</b>	<ul style="list-style-type: none"> <li>• Promote ELP through websites, awareness sessions</li> <li>• Track student volunteer activities</li> <li>• Appoint coordinators (teachers/NSS Officers) for support</li> <li>• Set up student-led Cyber Help Desks</li> <li>• Create simple systems to report cyber threats</li> <li>• Recognize and reward active participants</li> <li>• Conduct awareness sessions for parents and staff</li> </ul>

## 6. Outreach Strategy

### I. Knowledge Institutions Outreach

- **Engage with Educational Institutions:** Connect with universities, colleges, and schools that are open to hosting the Cybersecurity Experiential Learning Program (ELP).
- **Introduce the Program through Interactive Sessions:** Organize webinars and interactive sessions to introduce to the program and its benefits.
- **Promote through Campus Channels:** Share program details through campus notice boards, email campaigns, and student groups.
- **Leverage Online & Alumni Networks:** Use social media platforms and alumni groups to spread awareness and involve cybersecurity professionals for mentorship.

### II. Cyber Police Stations Outreach

- **Identify Cyber Police Stations:** Identify cyber police stations who are interested or with high cybercrime cases and contact senior officers through official channels to introduce this ELP initiative and its benefits.
- **Create a Clear Role for Volunteers:** Define a clear role for youths like assign tasks such as spreading awareness, helping people report cybercrimes, and observing cyber fraud patterns etc.
- **Appoint a Constable for Guidance:** A police constable will mentor volunteers, supervise their tasks, and ensure smooth coordination.

### III. Digital & Social Media Promotion

- **Online Awareness-** Promote the program through MYBharat and I4C's official social media channels to maximize outreach.
- **Create Engaging Content-** Develop informative posts, infographics, and short videos to effectively communicate key program benefits.
- **Run Social Media Campaigns-** Run campaigns across LinkedIn, Twitter, Instagram, and WhatsApp groups to reach diverse youth audiences.

## 7. Benefits to Youth:

- **Gain Practical Cybersecurity Skills:** Besides learning, youth will work on real cases, identify cyber threats, and help to prevent online fraud which will help them to get a practical exposure.
- **Leadership & Community Engagement:** Students can start cybersecurity awareness clubs, train their friends, and spread awareness in schools and communities.

- **Social Impact & Responsibility:** Help improve online safety habits in schools, communities, and police cybercrime efforts.
- **Exclusive Learning:** Learn from Indian cybercrime coordination centre (I4C) online courses and apply them in real time with cyber police.
- **Certification & Recognition:**
  - A. **I4C Certification:** Youth will get I4C certificate after completing the 12-hour online cybersecurity course from I4C (Indian cybercrime coordination) portal.
  - B. **MY Bharat Certification:** Youth will get the ELP completion certificate from MY Bharat portal which will be reflected in the MY Bharat profile after successful completion of I4C online course, 120 hrs of field work, submission of attendance, documents and reports.

## 7. Monitoring and Documentation

- Participants to submit daily attendance and activity logs via the MY Bharat Portal
- Weekly reviews by district-level nodal coordinators
- Filling up feedback forms after during/ after course completion
- Final Completion Report to be submitted by the participant to claim certification

**NOTE:** There won't be any incentives like Travel/ dearness allowances for participating in the cybercrime experiential learning program.

## 8. Expected Outcome:

- **Better Cyber Awareness:** Students, teachers, and communities will learn ways to stay safe online.
- **Easier Cybercrime Reporting:** Trained volunteers will guide people on how to report cyber fraud easily.
- **Cyber Help in Schools & Colleges:** Students will set up help desks to assist with cybersecurity issues and reporting.
- **Real-World Learning:** Youth will gain hands-on experience in identifying cyber threats and spreading awareness.

*A reference PPT with step-by-step visuals has been prepared to facilitate smoother publishing of the Experiential Learning Programme (ELP) and to guide youth through the application process. Knowledge Institutes (KIs) may kindly refer to it for clarity and ease of implementation.*



# MERA YUVA BHARAT



सत्यमेव जयते

युवा कार्यक्रम  
एवं खेल मंत्रालय  
MINISTRY OF  
YOUTH AFFAIRS  
AND SPORTS



# Nodal

# Nodal Journey Flow

- Nodal will visit on MYB platform.
- New nodal has to register themselves.
- Admin will approve Nodal.
- Existing nodal can sign in and start creating and posting the ELP and.
- After Publish ELP It will show in MY Bharat platform in “Experiential Learning” section
- Youth will see the ELP and show interest.
- Nodal approves youth’s interest for ELP.
- Nodal assign the tasks to particular youth or Group of youths.
- After complete the LMS course Nodal will provide the certificate.

To perform the above mentioned process, kindly follow the below steps:

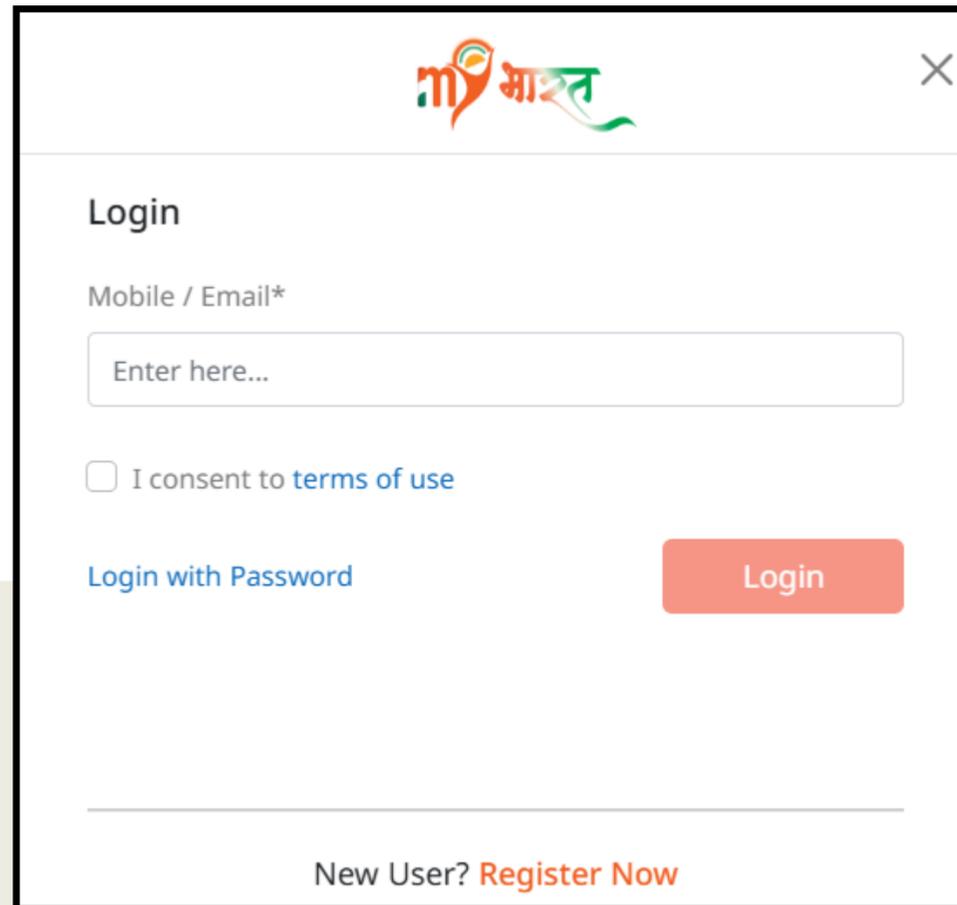
# Nodal Sign In

# Step 1 Navigate to the MYB Home Page

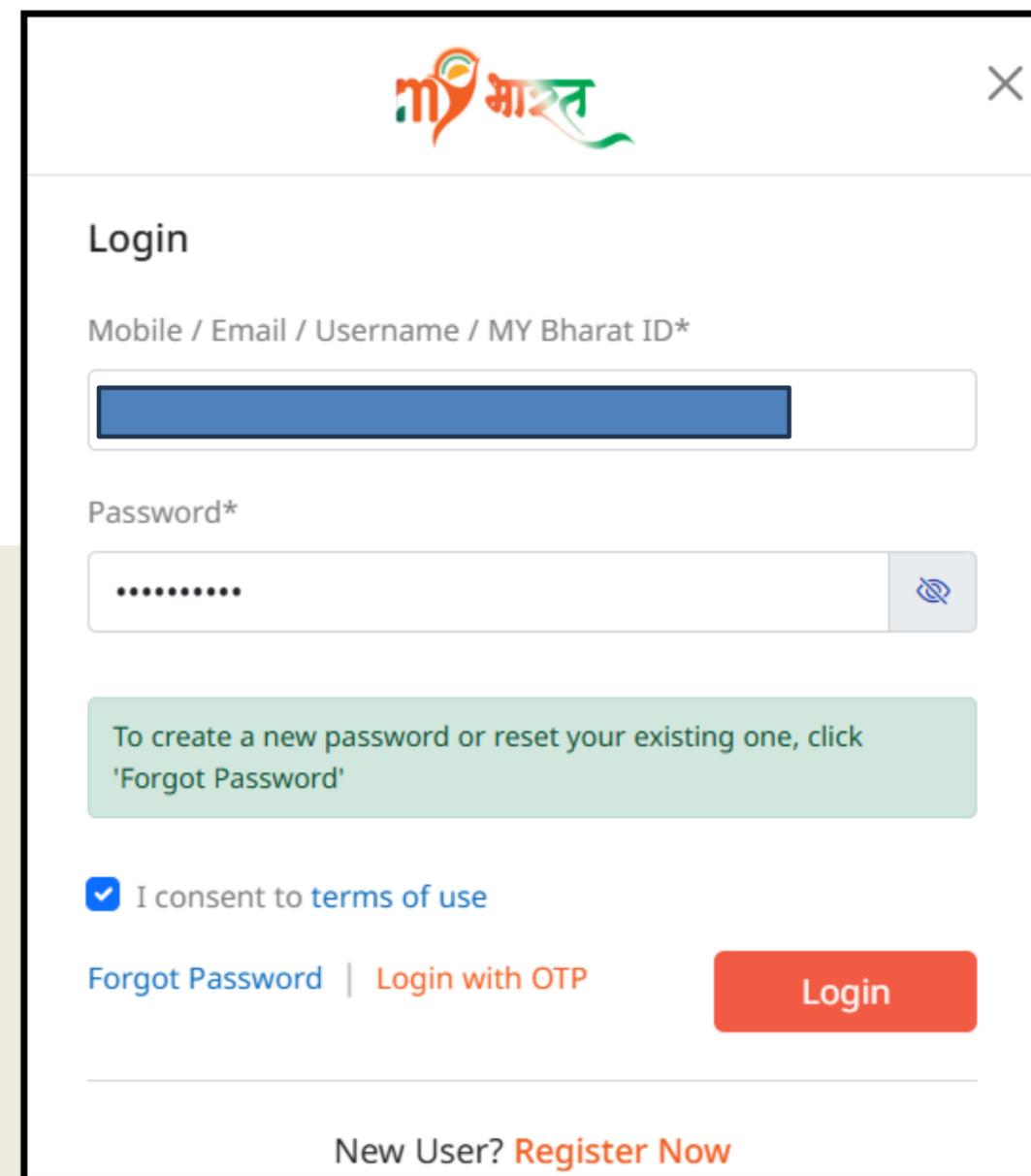


- Visit [mybharat.gov.in](http://mybharat.gov.in)
- Click on the “**Sign In**” button

# Step 2 Login with Credentials



The screenshot shows the MY Bharat login interface. At the top is the MY Bharat logo. Below it, the word "Login" is displayed. There is a text input field labeled "Mobile / Email\*" with the placeholder text "Enter here...". Below the input field is a checkbox labeled "I consent to terms of use". To the left of the checkbox is a link "Login with Password". To the right is a red "Login" button. At the bottom, there is a link "New User? Register Now".



The screenshot shows the MY Bharat login interface after clicking "Login with Password". The "Mobile / Email\*" field is now labeled "Mobile / Email / Username / MY Bharat ID\*" and contains a blue bar representing a masked input. Below it is a "Password\*" field with a masked input (dots) and a toggle icon. A green box contains the text: "To create a new password or reset your existing one, click 'Forgot Password'". Below this is a checked checkbox labeled "I consent to terms of use". At the bottom, there are links for "Forgot Password" and "Login with OTP", and a red "Login" button. At the very bottom, there is a link "New User? Register Now".

- Click on **“Login with Password”** link to open the screen shown on the right hand side.
- Login using Email id, Mobile No, Username, or your MY Bharat ID
- Enter the password (Same password that you entered during registration)
- Tick on **“I consent to terms of use”** checkbox
- Click on the **“Login”** button

**Note:** MYB Users can Login in two ways **“Login with password”** or with **“OTP”**

# Step 2 Login with OTP

मि भारत

Login

Mobile / Email\*

Enter here...

I consent to [terms of use](#)

[Login with Password](#) [Login](#)

[New User? Register Now](#)

← Go back मि भारत

Verify Your Account

Enter OTP

OTP has been sent to your Email Id.  
OTP is valid for 10 minutes

[Resend OTP in 00:38](#)

[Verify OTP](#)

[New User? Register Now](#)

- Enter your **Email ID** or **Mobile Number**.
- You will receive an **OTP** on the entered contact.
- Enter the OTP and click on the **“Verify OTP”** button to proceed.

**Note:** MYB Users can Login in two ways **“Login with password”** or with **“OTP”**

# Dashboard Screen

The screenshot displays a dashboard for an 'Onboarding Team' user. The left sidebar contains navigation options: Dashboard, My Bharat Organizations, My Bharat Profile, Experiential Learning, Organizations Approval, Organizational Settings, Student Verification, Organization Users, Add Sub User, Partner Gallery Verification, Volunteer for Bharat, Volunteer Admin, and My Bharat Moderator. The main content area is titled 'My Org' and shows two sections: 'Volunteer Opportunity' and 'Experiential Learning'. The 'Volunteer Opportunity' section has four cards: Total VO (0), Total Volunteers (0), Current VO (0), and Current Volunteers (0). The 'Experiential Learning' section has five cards: Total ELP (0), Ongoing ELP (0), Upcoming ELP (0), Total Application (0), and ELPs Completed (0).

User can view dashboard screen shown above

# Adding Notations

# Step 1 Navigate to Experiential Learning

The screenshot shows the 'My Org' dashboard with a left-hand navigation menu. The 'Experiential Learning' option is highlighted with a red box. The main content area displays statistics for Volunteer Opportunity and Experiential Learning.

Volunteer Opportunity			
Total VO	Total Volunteers	Current VO	Current Volunteers
7201	669	122	0

Experiential Learning				
Total ELP	Ongoing ELP	Upcoming ELP	Total Application	ELPs Completed
0	0	0	0	0

Go to “**Experiential Learning**” option from the left menu.

# Step 2 Navigate to Certificate

The screenshot shows the user interface of the mybharat.gov.in portal. At the top left is the 'मि भारत' logo. At the top right, a user profile for 'Onboarding Team' is visible. The main header area contains the text 'Find your **Experiential Learning Opportunity** today' and a sub-header 'Hundreds of opportunities in the government organisations, educational institutions & businesses are waiting for you.' Below this, there are navigation tabs: '< Go Back', 'My ELPs', and 'Certificate' (which is highlighted with a red border). To the right of these tabs is a '+ Add ELO' button. Below the tabs, there are filters for 'All(1)', 'Live(1)', 'Completed(0)', 'Hold(0)', 'Archived(0)', and 'Cancelled(0)'. A card for 'PROFIT DELHI' is displayed, featuring a logo with a stylized 'G' and 'PROFIT' text, an 'Edit' button, and the tagline 'Be the Change: Explore Opportunities'.

Click the “**Certificate**” button from Experiential Learning Page.

# Step 3 Adding Notations

< Go Back

My ELPs **Certificate**

Notation

Enter Notation Text Create Notation

**Approved(0)** Pending(0) Rejected(0) Disabled(0) Deleted(0)

Notation Text Date Created Date Approved

mm/dd/yyyy mm/dd/yyyy Submit Reset

Show 10 entries

Sr. No	Notation Text	Date Created	Date Approved	Action
No data available in table				

Showing 0 to 0 of 0 entries Previous Next

1. Enter Notation Text in the field
2. Click on "Create Notation" Button

# Publishing an Experiential Learning Opportunity

# Experiential Learning Opportunities (ELO)

## What is an Experiential Learning Opportunity on MYB?

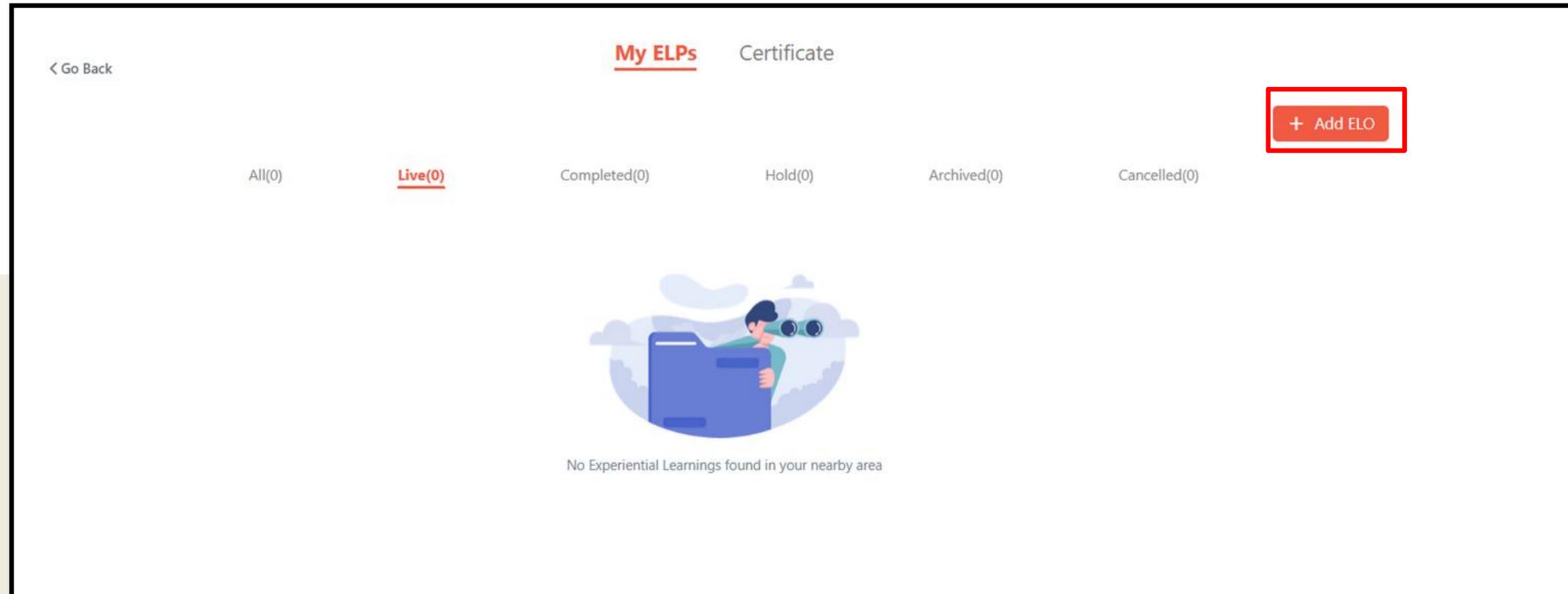
Experiential learning emphasizes hands-on, immersive experiences to develop knowledge, skills, and competencies, contrasting with traditional lecture-based education. By placing learners in real-world scenarios, it promotes reflection, critical thinking, and collaboration, enhancing understanding and retention. As a nodal of a Government Organization, you can create and publish Experiential Learning Opportunity for your organization on MY Bharat and help youth acquire hands on experience.

# Step 1 Navigate to Experiential Learning

The screenshot shows the My Bharat dashboard interface. On the left, there is a vertical navigation menu with several options. The 'Experiential Learning' option is highlighted with a red rectangular box. The main content area of the dashboard displays a 'Volunteer Opportunity' section with four summary cards: 'Total VO' (0), 'Total Volunteers' (0), 'Current VO' (0), and 'Current Volunteers' (0). Below this, there is an 'Experiential Learning' section with five summary cards: 'Total ELP' (0), 'Ongoing ELP' (0), 'Upcoming ELP' (0), 'Total Application' (0), and 'ELPs Completed' (0). The top of the dashboard features the 'My Bharat' logo and navigation tabs for 'Dashboard' and 'Snapshot'.

Go to “**Experiential Learning**” option from the left menu.

# Step 2 Creating the ELO



Click the “+ **Add ELO**” button from Experiential Learning Page.

# Step 3 ELP Form

Go Back

I4C Cyber Experiential Learning Programme - Dummy

150

About\*

Bold Italic Link

Mass communication Students are invited for minimum 3 or maximum 6 month Internship program at Indian Cybercrime Coordination Centre, MHA. Certification will be provided.

There is no stipend involved.

As shown in the image and as mentioned below, please follow the standard format of Program Title.

For Ex. [Block Name] - [Program Name]

# Step 4 About ELP & Hyperlink

About\*

Bold Italics Link

Mass communication Students are invited for minimum 3 or maximum 6 month Internship program at Indian Cybercrime Coordination Centre, MHA. Certification will be provided.

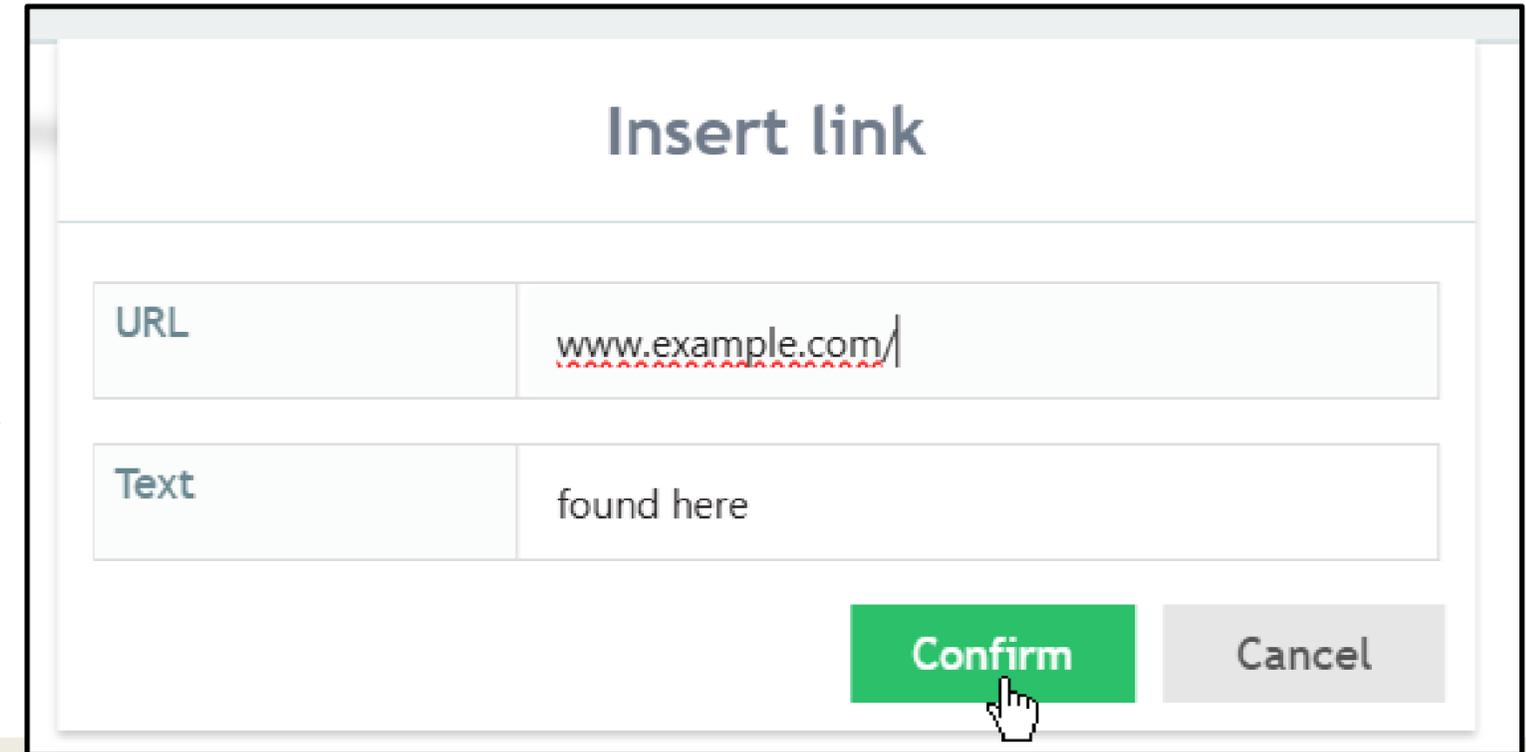
There is no stipend involved.

Shown above is the **About\* box** which present in the ELP creation form. In this box, ELP creators are supposed to enter the standard format as shown in the image or given below and add a hyperlink to the **PDF** which contains list of villages in that particular block.

## Standard format:

“This Experiential Learning Opportunity is regarding the [Program Name] in **[Block Name]**, **[District Name]**.”

# Step 5 How to Add Hyperlink



- Select the text on which you want to add hyperlink.
- Next, click on **“Link”** Button, select **“Insert link”**.
- Enter the **“URL”** of the PDF that contains name of location.
- Click **“Confirm”** button.

# Step 6 Activity Location and other Details

Activity Date			
Duration (in Hours) *	Start Date*	End Date*	Last Date to show interest*
120	08-04-2025	30-04-2025	30-04-2025
Activity Location*			
WEST DELHI-DELHI			

- Add **Activity Date** which includes duration, start date, end date, Last date to show interest.
- Fill the rest of the fields accordingly.
- For **Activity Location** follow a standard format of **[Block Name], [State Name], [District Name], [Pincode]** as shown in the image above.

**Note\*** Select Rural to unlock the options to fill your block. In this case do not fill Gram Panchayat and Village (leave them blank).

# Step 7 Functional Category

## Functional Category (Select max 5 Options)\*

Select Functional Category

## Apply with File Upload

Select File Type

## Notations\*

Viksit Vibrant Villages Program  
successfully complete the Experiential Learning Program  
successfully completed Viksit Vibrant Villages Program

## Activity Criteria

### No. of Opportunities\*

No of Opportunities

### Eligibility Criteria\*

Select Eligibility Criteria

### Routine\*

Select Routine

### Mode\*

Select Mode

1. Select the Functional category from dropdown while filling.
2. Select mode as per requirement Indoor, Field or Indoor+Field.
3. Fill the rest of the fields accordingly.

**Note\*** Please note while selecting notations at this point while creating the ELP, users will only be able to select up to 20 notations out of all which are visible in the form.

# Step 8 Select Mode and Locations Details

**Activity Criteria**

No. of Opportunities\*

Eligibility Criteria\*

Routine\*

Mode\*

**Select Field Locations**

LGD Wise  Revenue Wise  Agriculture Wise

Selection Limit\*

State(1)\*

District(1)

Urban  Rural

ULB(1)

- Select the Mode dropdown, select the relevant location data (states, districts etc.) as requirement.
- Then fill the Publisher Details accordingly.

# Step 9 Publisher Details and Preview

**Publisher Details**

**Publisher Name \***  
Harish Gade 89

**Phone \***  
6456789098 0

**Landline**  
Enter contact person landline 11

**Email \***  
meenu1234@yopmail.com 79

- Fill the Publisher details. i.e. Publisher Name, Phone, Landline and Email.
- Click Preview once the form is filled.

# Step 10 Publishing the ELO



**I4C Cyber Experiential Learning Programme - Dummy**

**About**  
Mass communication Students are invited for minimum 3 or maximum 6 month Internship program at Indian Cybercrime Coordination Centre, MHA. Certification will be provided. There is no stipend involved.

**Activity Date**

Duration (in Hours)	Start Date	End Date	Last Date to show interest
120 Hours	08 April, 2025	30 April, 2025	30 April, 2025

**Activity Location**  
WEST DELHI-DELHI

**Address**

Address	Landmark	District	City town	State
Punjabi Bagh, New Delhi		WEST DELHI		DELHI

**Activity Date**

Duration (in Hours)	Start Date	End Date	Last Date to show interest
120 Hours	08 April, 2025	30 April, 2025	30 April, 2025

**Activity Location**  
WEST DELHI-DELHI

**Address**

Address	Landmark	District	City town	State
Punjabi Bagh, New Delhi		WEST DELHI		DELHI

**Functional Category**  
Cyber Security

**Activity Criteria**

No. of Opportunities	Eligibility Criteria	Routine	Mode
4 Opportunities	graduation	Staggered	Indoor

**Publisher Details**

Publisher Name	Publisher Phone no.	Publisher Landline no.	Publisher Email
Harish Gade	6456789098		meenu1234@yopmail.com

If everything looks good, click the “**Publish**” button at the bottom right of your screen. You can also save your current progress by clicking the “Save as draft” button and continue later anytime.

# ELO Successfully Published

**Find your Experiential Learning Opportunity today**  
Hundreds of opportunities in the government organisations, educational institutions & businesses are waiting for you.

< Go Back My ELPs Certificate

[+ Add ELO](#)

All(1) Live(1) Completed(0) Hold(0) Archived(0) Cancelled(0)

✔ This ELP published by you will be visible in portal for public after 60 minutes.

  
Edit DELHI

**Be the Change: Explore Opportunities**

For Profit Demo test-2

Functional Category :

- Admin and HR
- IT and Computers
- +3 more

Last Date : 21 May 2025

- You have successfully created and published an Experiential Learning Opportunity (ELO) on the MY Bharat Portal.
  
- ELOs once published, will become live after 60 minutes.

**Note:** When an ELP is saved as a draft, it goes into hold tab.

# How Nodal Approves Youth's Interest for ELO

# Step 1 Navigating to Experiential Learning

The screenshot displays the My Bharat dashboard interface. On the left, a vertical navigation menu is visible, with the 'Experiential Learning' option highlighted by a red box. The main content area shows a 'Volunteer Opportunity' section with four summary cards: 'Total VO' (0), 'Total Volunteers' (0), 'Current VO' (0), and 'Current Volunteers' (0). Below this, an 'Experiential Learning' section contains five summary cards: 'Total ELP' (0), 'Ongoing ELP' (0), 'Upcoming ELP' (0), 'Total Application' (0), and 'ELPs Completed' (0). The dashboard header includes the 'My Bharat' logo and navigation links for 'Dashboard' and 'Snapshot'.

Select the “**Experiential Learning**” option from the left panel.

# Step 2 Selecting the ELO

Find your **Experiential Learning Opportunity** today  
Hundreds of opportunities in the government organisations, educational institutions & businesses are waiting for you.

Go Back **My ELPs** Certificate

+ Add ELO

All(1) **Live(1)** Completed(0) Hold(0) Archived(0) Cancelled(0)

**TEST**

Edit DELETE

**NORTH DELHI - Experiential Learning Program**  
HMBC  
Functional Category :  
o Drafting and documentation

Last Date : 17 Apr 2024

Go to the respective ELO page, which you want to approve the youth applications for.

# Step 3 Approving/Rejecting Youth ELO Applications



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MINISTRY OF  
YOUTH AFFAIRS  
AND SPORTS



MY Bharat- Experiential Learning Programme

Interested(1) Approved(0) Assigned(0) Rejected(0) Re-assigned(0) Submitted(0) Completed(1) Cancelled(0)

Name Mobile Email Gender

Enter Name Enter Mobile Enter Email ---Select Gender---

Search

Download

**Shashank Tayal**  
Male, Age 30  
08 Feb 2025

✉ eedgysz@mailto.plus

📱 N/A

📍 CENTRAL DELHI, DELHI

🎓 N/A

🏢 Event management+1

📅 Madhaya Jaisingh

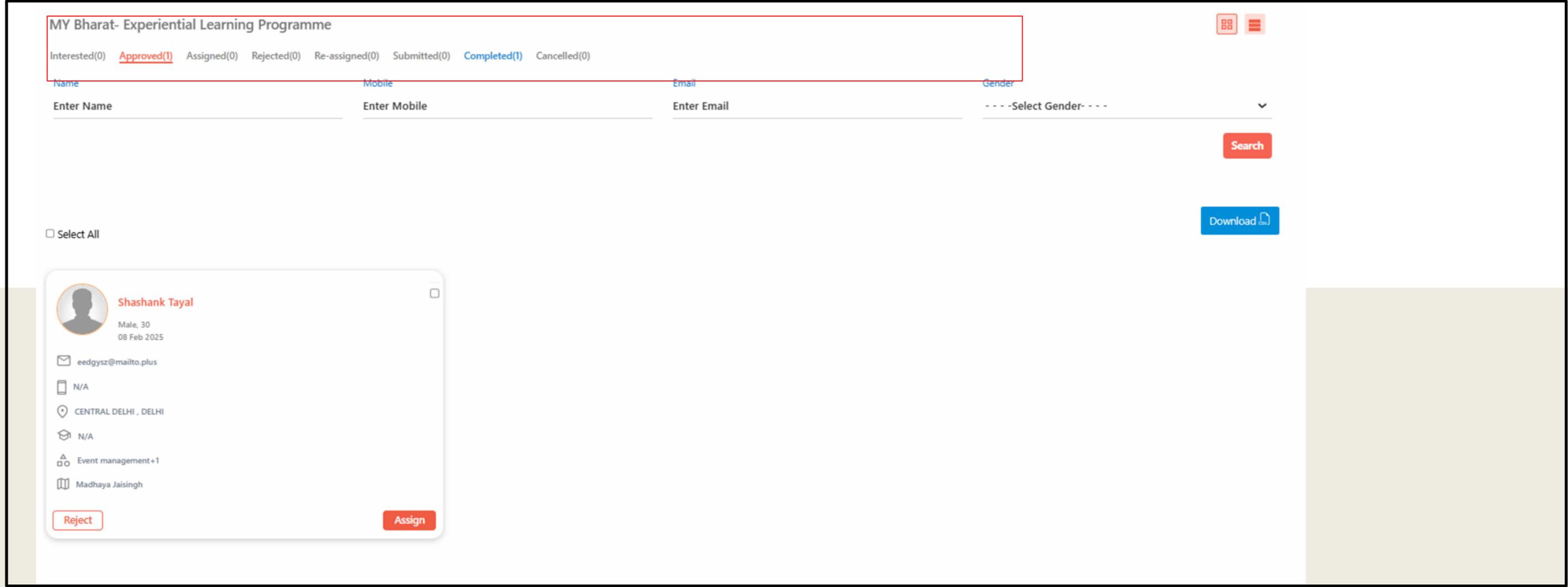
Reject Approve

1. Filter by adding the youth details  
Or
2. Download the CSV file.
3. Once the youth is approved, the partner can assign them.
4. Youth details can be filter by adding names, mobile Number, email Id etc..shown as in the image

From the “**Interested**” section, view the youth’s ELO request and click “**Reject**” or “**Approve**” as per your discretion. Once approved they’ll move to the “**Approved**” tab.

# Nodal Assign Tasks to Youth

# Step 1 Finding the Approved Candidates



MY Bharat- Experiential Learning Programme

Interested(0) **Approved(1)** Assigned(0) Rejected(0) Re-assigned(0) Submitted(0) Completed(1) Cancelled(0)

Name Mobile Email Gender

Enter Name Enter Mobile Enter Email ---Select Gender---

Search

Download

Select All

**Shashank Tayal**  
Male, 30  
08 Feb 2025

eedgysz@mailto.plus  
N/A  
CENTRAL DELHI , DELHI  
N/A  
Event management+1  
Madhaya Jaisingh

Reject Assign

To find all the approved youth list click on the “Approved” tab as shown in the image above.

# Step 2 Assigning Tasks to Candidates

1. From “**Approved**” section, the Nodal officer can assign tasks for respective youth by clicking on “**Assign**”.
2. Nodal can assign the task in bulk also:
  - Select the youth profile from list whom nodal officer wants to assign the task
  - Or tick the check box of ‘Select All’ and Click on “**Bulk Assignment**” button.
  - Click on “**Bulk Assignment**” button.

## MY Bharat- Experiential Learning Programme

Interested(0) | **Approved(1)** | Assigned(0) | Rejected(0) | Re-assigned(0) | Submitted(0) | Completed(0) | Cancelled(0)

Select All Bulk Assignment



**Meenakshi Gautam**  
Female, 31

Email Id : meenakshigautam8594@gmail.  
Phone : 9873001771  
Active Since : 22 Aug 2024 01:21PM  
Location : WEST DELHI , DELHI  
Interest Date : 28 Jan 2025 11:43AM  
Functional category :  
◦ Farmers Registry

Qualification : Master of Fine Arts (MFA)  
Age : 31

Reject Assign



**Aman Raj**  
Male, 22

Email Id : abcdefgh@sharklasers.com  
Phone :  
Active Since : 25 Jan 2025 09:56AM  
Location : DURG , CHHATTISGARH  
Interest Date : 25 Jan 2025 09:56AM  
Functional category :  
◦ Farmers Registry

Qualification : N/A  
Age : 22

Reject Assign

# Step 3 Task Assignment Form

- Fill all the **Task details** i.e. Task title, description, duration to complete the task.
- Select **LMS Link** and add the given **Link** (<https://lms.mybharat.gov.in/i4c/course/view.php?id=3>) to the respective LMS course that you wish to assign to the youth.
- Proceed by clicking on **“Save”**.

**Please note:** After assigning the task, nodal will be redirected to the task assignment list screen and youth can complete and submit the task for evaluation.

### Task Details\*

LMS Access 100

Observations 100

You have 0 weighted percentage remaining out of 100.

06-04-2025 15-04-2025

### Description\*

LMS Access 300

LMS Link https://lms.mybharat.gov.in/i4c/course/view.php?id=3

# Nodal Screen when Youth Performing Task

Go Back

## Experiential Learning Program

Nawaz Alam

### Test for LMS link 2nd

#### Task Submission Details

Task No.	Task Type	Start Date	End Date	Partner Task Assignment Doc/ URL
01	Observations	30/03/2025	30/04/2025	Attachment <a href="#">↓</a>

#### LMS Task Submission Details

LMS Task No.	Course Name	Event Start Date	Event End Date	Course Start Date	Course Completion Date	Status
01	UX Designer	01/03/2025	30/04/2025	01/03/2025	30/04/2025	In progress

**Please note:** Once the task is assigned to the youth and they begin performing it, the nodal officer will be able to view the screen shown above with the status as **'In Progress'**.

# Youth

# Youth Process for Applying and Performing LMS Course

- Youth will visit on MY Bharat platform.
- New youth user has to register themselves.
- Existing youth user can sign in and start applying for ELP.
- Youth can search and apply for ELP of their interests.
- Nodal will approve youth interest and assign the task.
- Youth can submit the assigned tasks.

To perform the above mentioned process, kindly follow the below steps:

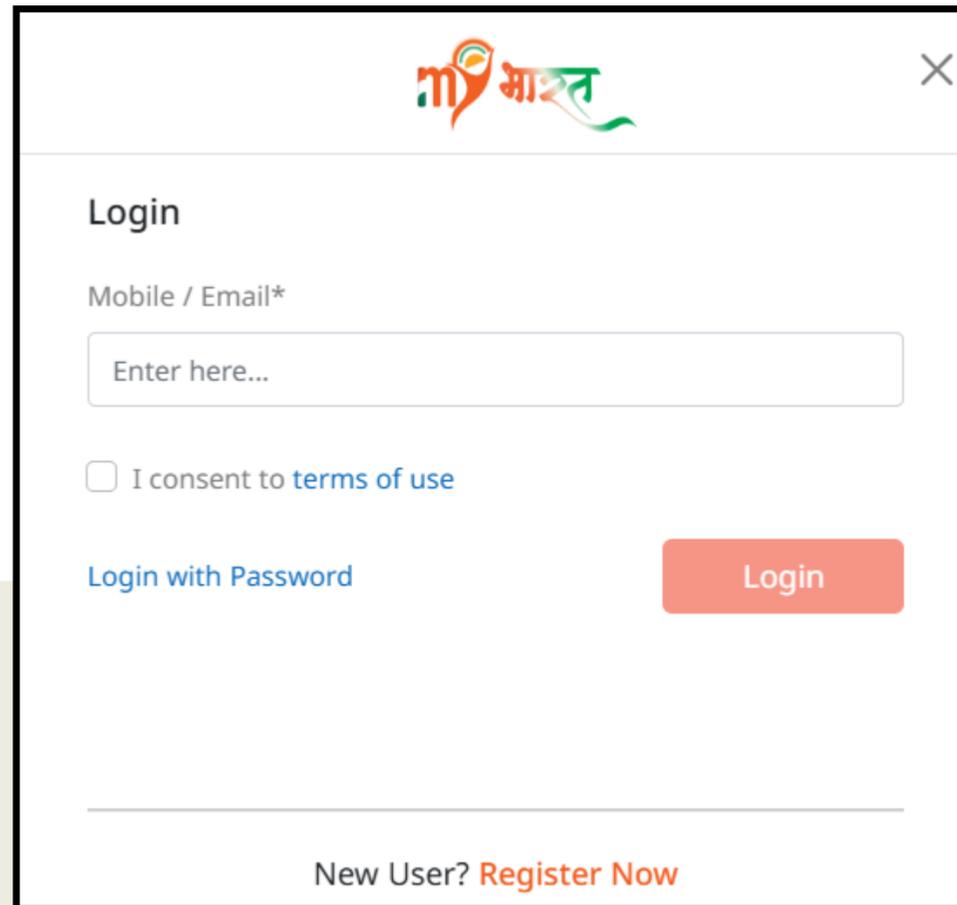
# Youth Sign In

# Step 1 Navigate to the MYB Home Page

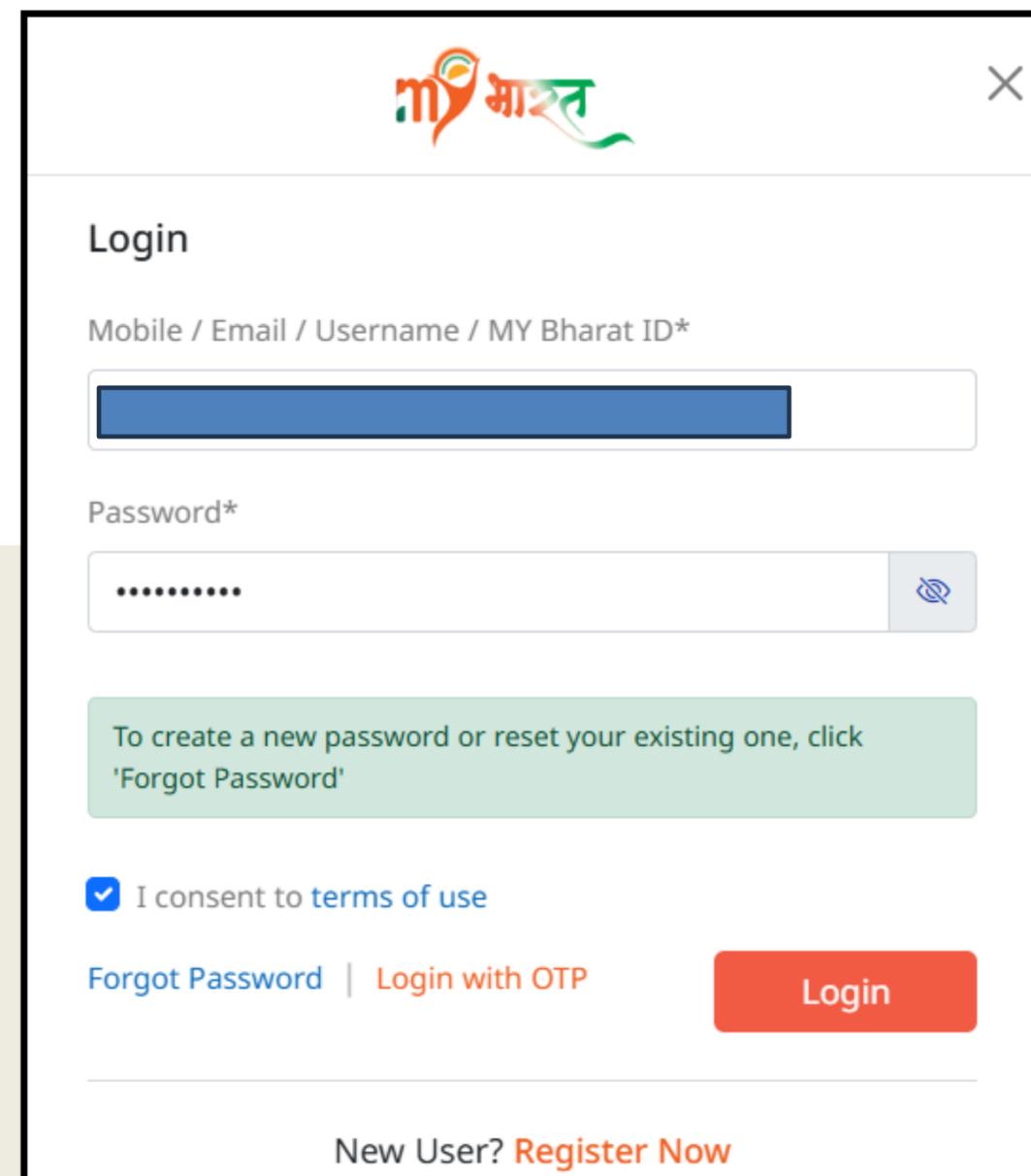


- Visit [mybharat.gov.in](http://mybharat.gov.in)
- Click on the “**Sign In**” button

# Step 2 Login with Credentials



The screenshot shows the MY Bharat login interface. At the top is the MY Bharat logo. Below it, the word "Login" is displayed. There is a text input field labeled "Mobile / Email\*" with the placeholder text "Enter here...". Below the input field is a checkbox labeled "I consent to terms of use". At the bottom left, there is a link "Login with Password" and at the bottom right, there is a red "Login" button. At the very bottom, there is a link "New User? Register Now".

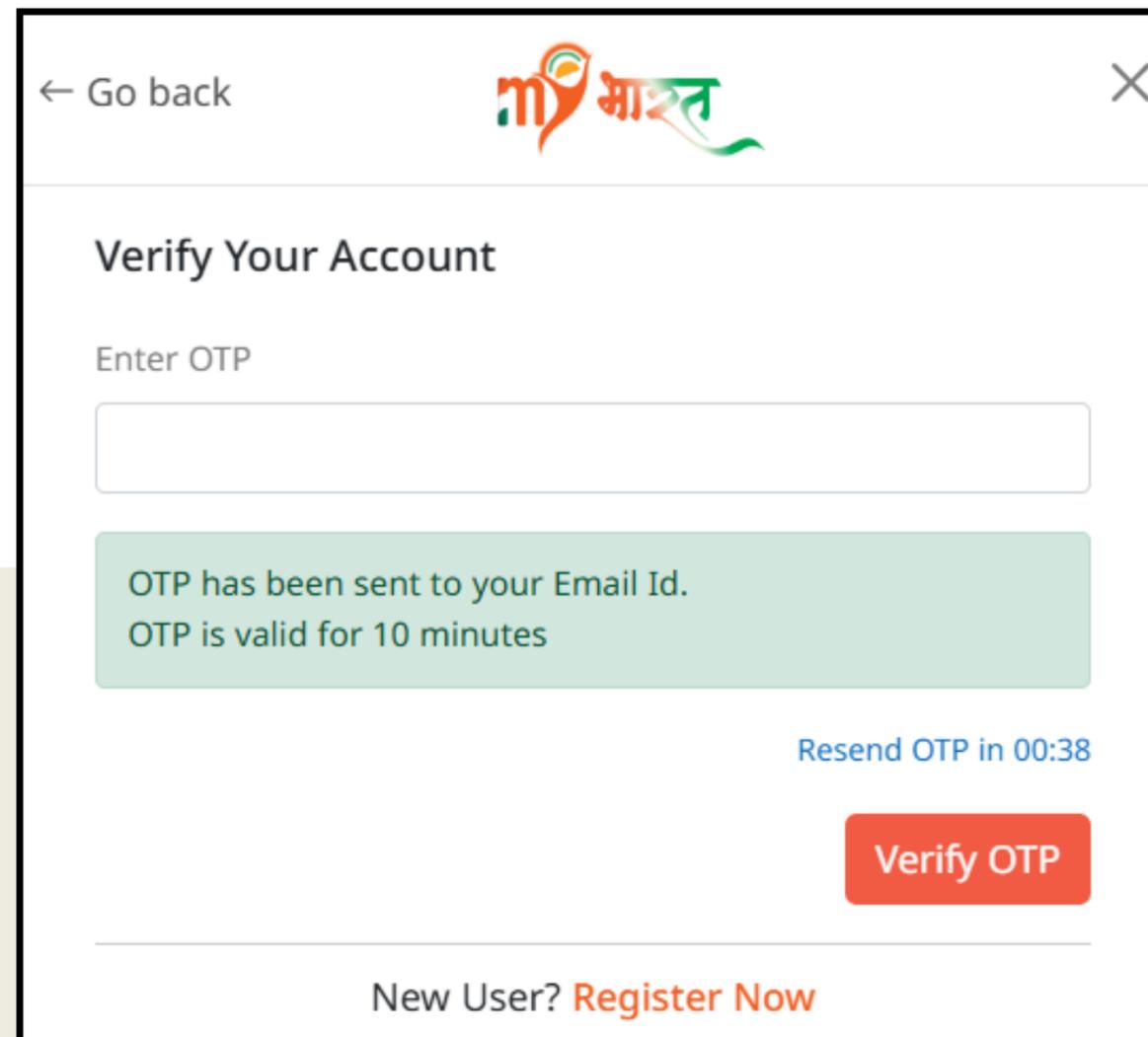
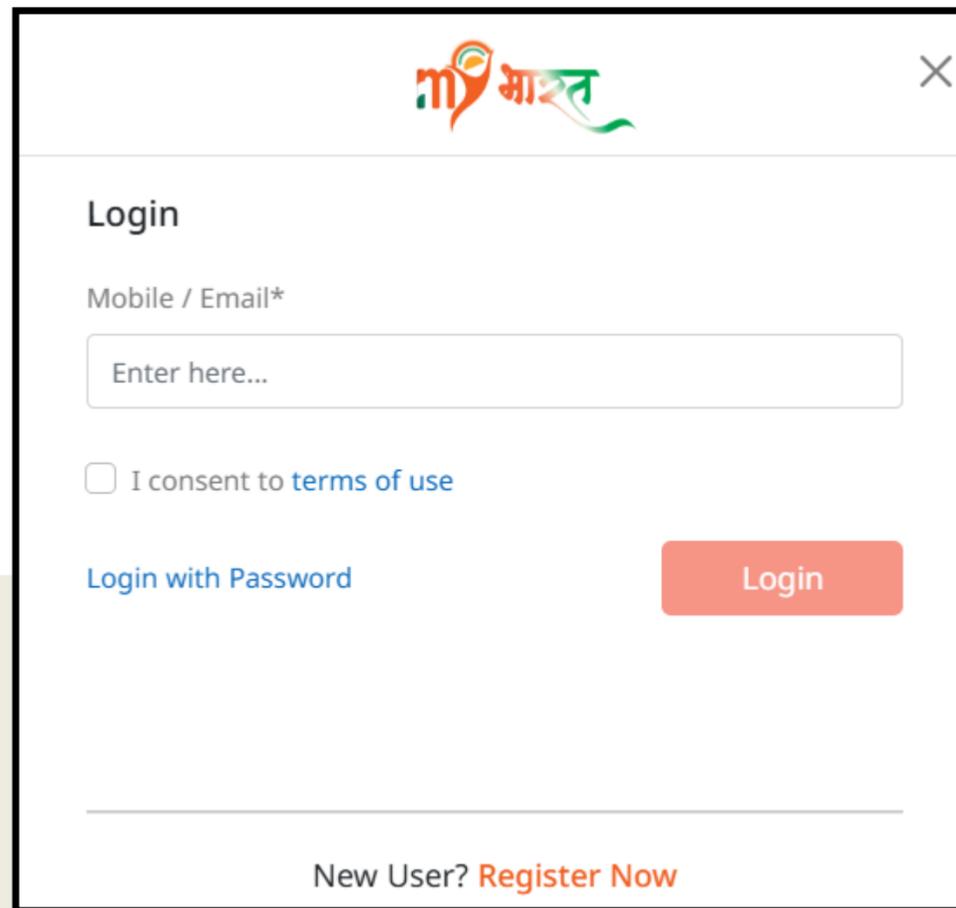


The screenshot shows the MY Bharat login interface after clicking "Login with Password". The "Mobile / Email\*" field is now labeled "Mobile / Email / Username / MY Bharat ID\*" and contains a blue bar representing a masked input. Below it is a "Password\*" field with a masked input (dots) and a toggle icon. A green box contains the text: "To create a new password or reset your existing one, click 'Forgot Password'". Below this is a checked checkbox labeled "I consent to terms of use". At the bottom left, there are links for "Forgot Password" and "Login with OTP", and at the bottom right, there is a red "Login" button. At the very bottom, there is a link "New User? Register Now".

- Click on **“Login with Password”** link to open the screen shown on the right hand side.
- Login using Email id, Mobile No, Username, or your MY Bharat ID
- Enter the password (Same password that you entered during registration)
- Tick on **“I consent to terms of use”** checkbox
- Click on the **“Login”** button

**Note:** MYB Users can Login in two ways **“Login with password”** or with **“OTP”**

# Step 2 Login with OTP



- Enter your **Email ID** or **Mobile Number**.
- You will receive an **OTP** on the entered contact.
- Enter the OTP and click on the **“Verify OTP”** button to proceed.

**Note:** MYB Users can Login in two ways **“Login with password”** or with **“OTP”**

# Signed In Successfully

The screenshot shows the user profile page for 'Jayti' on the MY Bharat portal. The header includes the MY Bharat logo with a 'BETA' tag and the user's name 'Jayti' next to a profile icon. The main banner features the text 'Proud Volunteer Building the Future with MY Bharat' and a decorative blue wave graphic. Below the banner, the user's name 'Jayti' is displayed next to a profile icon. A yellow star icon is visible to the right. A notification states: 'Your profile is currently private. To make it public, move the slider to the right.' Below this, there are tabs for 'About' and 'Basic Info', with 'About' being the active tab. On the left side, there are three menu items: 'Experiential Learning', 'Volunteer for Bharat', and 'CV Builder'. A toggle switch and an edit icon are also present.

You've successfully logged into the Mera Yuva Bharat portal.  
As youth login, Public profile page will reflect.

# How youth can Search and Apply for Experiential Learning Opportunities (ELO)

# Step 1 Navigate to Experiential Learning

मि भारत BETA

Proud Volunteer Building the Future with MY Bharat

Akshay Kaushik

Public Profile URL :- <https://web.mybharat.gov.in/youth-public-profile/details/akshay/kaushik>

**Experiential Learning**

Volunteer for Bharat

CV Builder

NEW DELHI DELHI

9773775811

charunanda235@gmail.com

28

Not Vaccinated

2024

NSS

Follow MY Bharat

Area of Interest

Education Qualification

12th - ST. MOTHER TERESA C.B.SR.SEC.SCHOOL, URI ENCLAVE DELHI CANTT-10  
CENTRAL BOARD OF SECONDARY EDUCATION | 2022 | 61%

Sports

Languages

Professional Summary

Work Experience

Tools

Social Links

Professional Introduction Video

Go to “**Experiential Learning**” from left side panel.

# Step 2 View Experiential Learning

Select the ELO of your interest. You can explore ELOs using filters also.

## Find your **Experiential Learning Opportunity** today

Hundreds of opportunities in the government organisations, educational institutions & businesses are waiting for you.

State: All | District: All | Skill: All | Functional Area: All

Go To Profile | **Ongoing** | Upcoming | Past | All | My ELO

Image	Activity Name	Duration	Openings	Applicants	Last date to Apply
	Experience Learning...	Dec 11 - 28	5	5 Applicants	13 Dec 2024
	international human right...	Dec 10 - 24	100	11 Applicants	11 Dec 2024
	khejuri SPELP 2.0	Dec Jan 11 - 31	10	6 Applicants	31 Dec 2024

# Step 3 Using the filter to find ELP

- Find Experiential Learning Opportunities by selecting your State & District.
- Next, Click on the Search Button, as shown in the image.

The screenshot shows the user interface of the mybharat.gov.in website. At the top, there is a navigation bar with the 'मि भारत' logo and the user's name 'Akshay Kaushik'. Below this, a main heading reads 'Find your Experiential Learning Opportunity today' with a sub-heading 'Hundreds of opportunities in the government organisations, educational institutions & businesses are waiting for you.' A search filter is visible, showing 'State' set to 'UTTAR PRADESH' and 'District' set to 'ALIGARH'. The 'Skill' filter is set to 'All' and 'Functional Area' is also set to 'All'. A red search button is located to the right of the filter. Below the filter, there are tabs for 'Ongoing', 'Upcoming' (which is selected), 'Past', 'All', and 'My ELO'. A 'Go To Profile' link is also present. The search results display three cards for upcoming opportunities. The first card is for 'I4C Cyber Experiential Learning Programme - Dummy' by DIC University, with a functional category of 'Cyber Security' and a last date of 30 Apr 2025. The second card is for 'Digital Crop Survey/ Farmer Registry under Taluka, Maharashtra.' by DIC University, with a functional category of 'Farmers Registry' and a last date of 01 Jun 2025. The third card is for 'Digital Crop Survey/ Farmer Registry under Villages of Taluka, Maharashtra.' by DIC University, with functional categories of 'Admin and HR', 'Logistics and Purchase', and '+1 more', and a last date of 01 Aug 2025.

# Step 3 Filling the ELP Form



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एवं खेल मंत्रालय  
MINISTRY OF  
YOUTH AFFAIRS  
AND SPORTS



The screenshot shows a web form for an internship program. At the top left is a 'Go Back' button. The main heading is 'I4C Cyber Experiential Learning Programme - Dummy'. Below this is an 'About' section with text: 'Mass communication Students are invited for minimum 3 or maximum 6 month Internship program at Indian Cybercrime Coordination Centre, MHA. Certification will be provided. There is no stipend involved.' To the right of the 'About' section is a red 'Apply' button. Below the 'About' section is an 'Activity Date' section with a table:

Duration (in Hours)	Start Date	End Date	Last Date to show interest
120 Hours	08 April, 2025	30 April, 2025	30 April, 2025

Below the table is an 'Activity Location' section with the text 'WEST DELHI-DELHI'. At the bottom is an 'Address' section with a table:

Address	Landmark	District	City town	State
Punjabi Bagh, New Delhi		WEST DELHI		DELHI

- After selecting the ELP the following page will be opened.
- Here, you can validate the details of the ELP and select the functional category and other details



# Step 4 Profile Verification

Verify your profile

Enter your 12 digit aadhar number

Submit

1. Enter your Aadhar Number
2. Click "**Submit**" Button

**Note:** If you're applying for the first time then aadhaar verification is mandatory for you. Follow the procedure as shown in the images.

**Activity Details**

No. of Vacancies	Eligibility Criteria	Mode of Activity	Rewards	Applicants
6 Vacancies	To be part of this internship one needs to be above 18 years of age, at the time of the application. The candidate must also be pursuing an undergraduate degree at the time of application	Continuous	50	11

**Publisher Details**

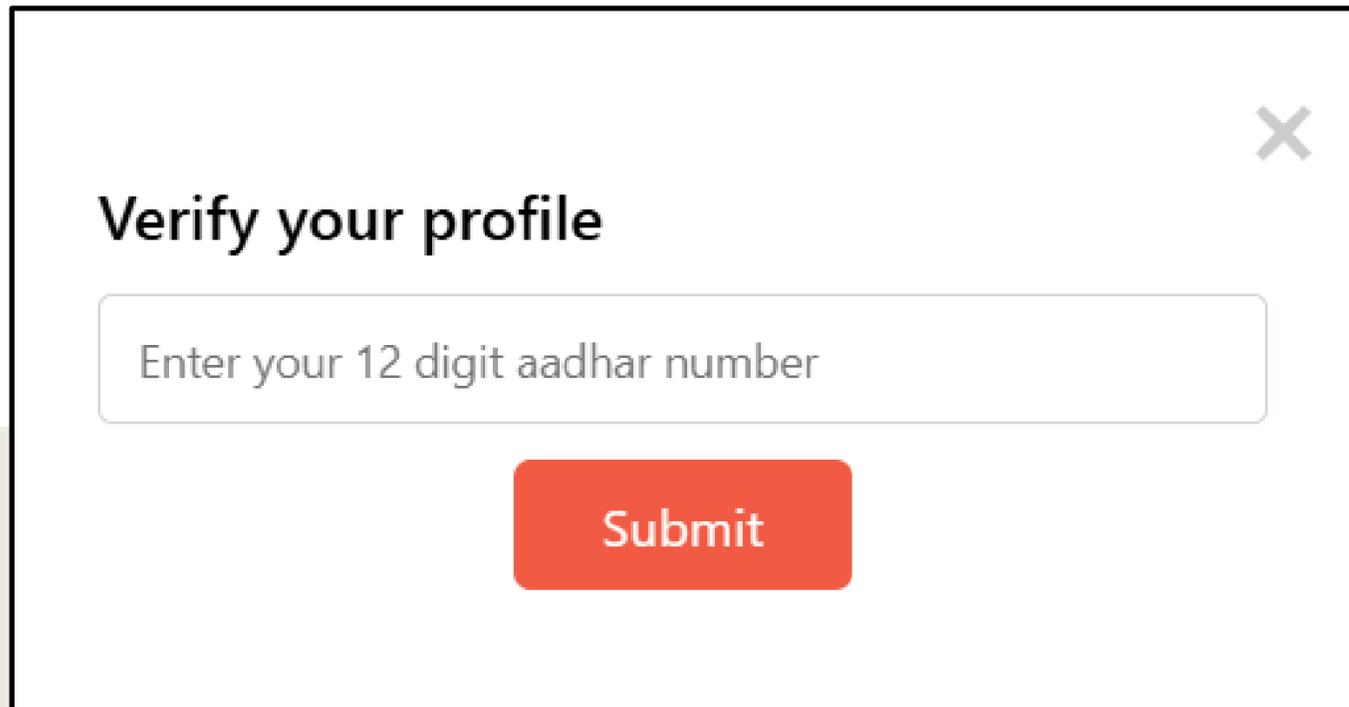
Organization Type: MSME  
Publisher Name:  
Location: Assam , Dima Hasao  
Publisher Type: Trust

[Click here](#) Please verify your profile to apply for opportunities.

Apply

# Step 5 Aadhaar Verification Failed?

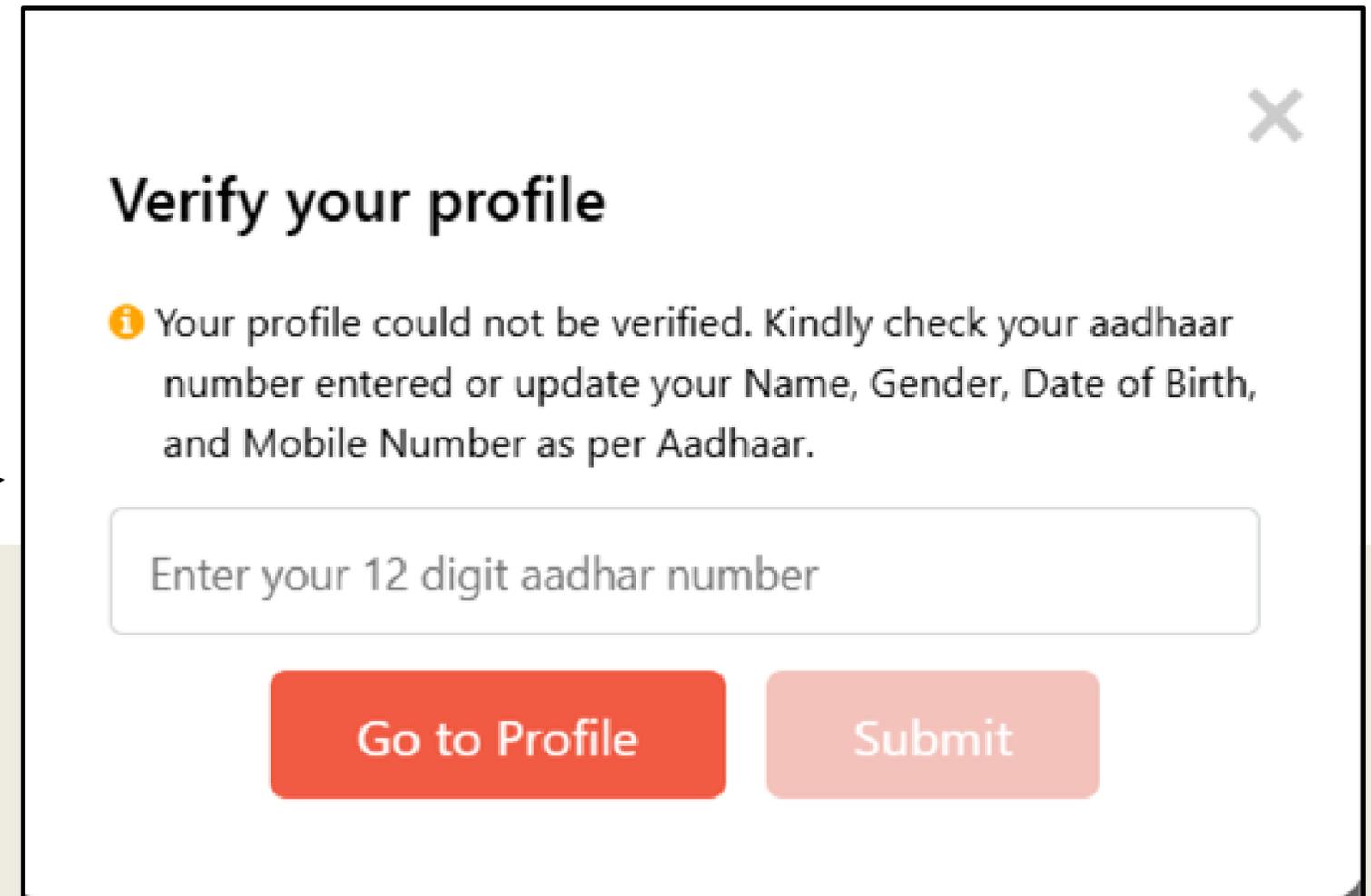
If your Name, DOB and Gender do not match the details entered by you in your profile the following screen will appear:



Verify your profile

Enter your 12 digit aadhar number

Submit



Verify your profile

**i** Your profile could not be verified. Kindly check your aadhaar number entered or update your Name, Gender, Date of Birth, and Mobile Number as per Aadhaar.

Enter your 12 digit aadhar number

Go to Profile Submit

**Solution:** Go to your profile and enter your Name, Date of Birth (DOB), and Gender matching exactly as per your Aadhaar details.

# Step 6 Functional Category

Make sure you put a checks on **desired categories** under the Functional Category section.

### Activity Date

Start Date	End Date	Last Date to apply	Duration
25 January, 2025	28 February, 2025	30 January, 2025	120 Hours

### Activity Location

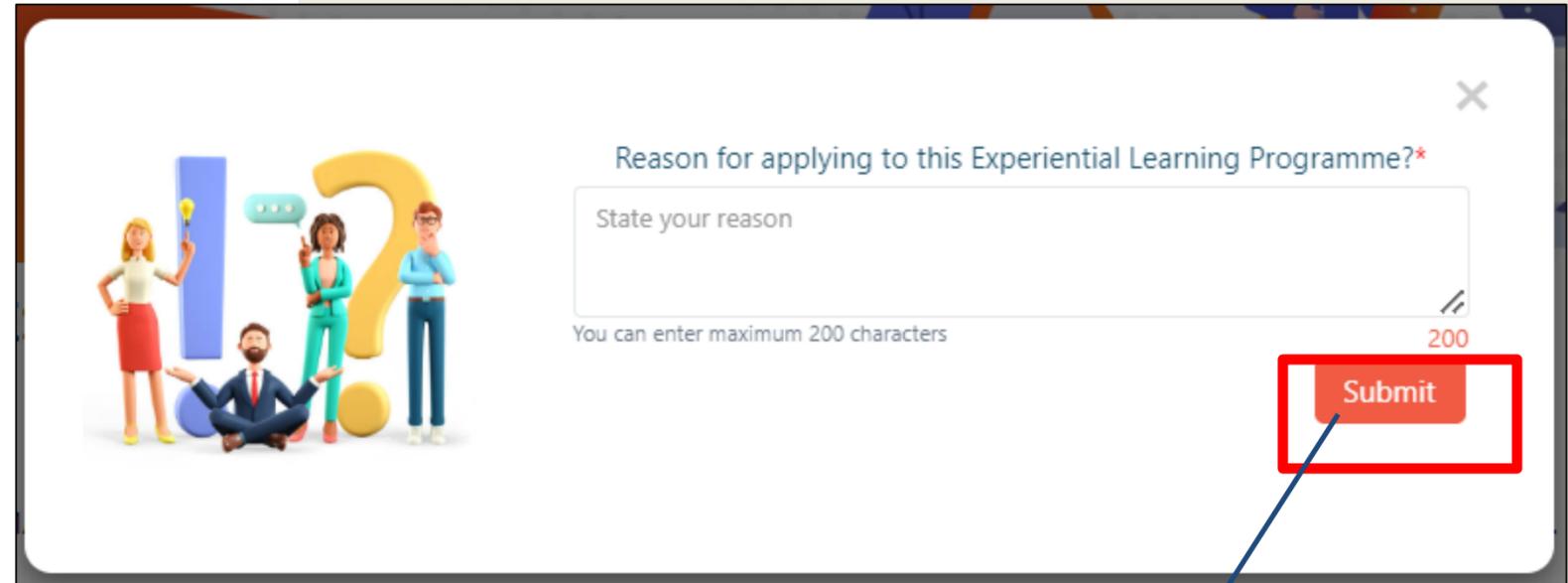
Location  
Firozabad, Uttar Pradesh, 124578

### Functional Category

**Please Note:** Once the functional category is checked along with the Aadhaar verification, then only the apply button will be enabled.

# Step 7 Submitting Your Application

1. Once Verified “**Apply**” button will appear.
2. Click on “**Apply**” and enter the reason (why you are applying for the respective ELO?)
3. Click on “**Submit**”.



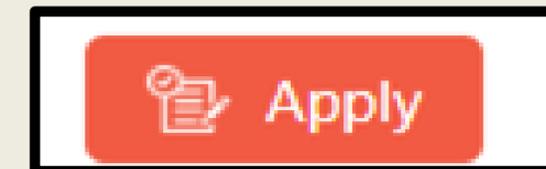
Reason for applying to this Experiential Learning Programme?\*

State your reason

You can enter maximum 200 characters

200

Submit



# Interest Shown

Field and Indoor

### Field Locations

Selected Location  
 LGD Wise  Revenue Wise  Agriculture Wise

State (1)  
Uttar Pradesh

District (1)  
Aligarh

Block (1)  
Khair

Gram Panchayat (1)  
Ahraula

Village (1)  
Ahraula

Selection Limit  
10

Demographic Status  
 Urban  Rural

### Publisher Details

Organization Type: Government  
Publisher Name: Department of Agriculture, Uttar Pradesh  
Location: Uttar Pradesh , Aligarh  
[View more](#)

[Interest Shown](#)

**Have any queries about this task?**  
For questions related to this specific task write here and visit discussion forum for follow up

Enter your Question

1000

[Feedback](#) [Submit](#)

If the mode is set to **'Indoor,'** the form displayed after a youth expresses interest will appear as shown in the image.

Post submitting the reason, the interest is shown successfully.

# Interest Shown (Contd)



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AND SPORTS



Digital India  
Power To Empower

## Activity Location

Location

Thrissur, Kerala, 968574

## Functional Category

Event management

## Activity Criteria

No. of Opportunities

1000 Opportunities

Applicants

7

Eligibility Criteria

Graduation

Routine

Staggered

Rewards

50

## Field Locations

Selected Location

LGD Wise  Revenue Wise  Agriculture Wise

State (1)

Uttar Pradesh

District (1)

Ayodhya

Block (1)

Rudauli

Gram Panchayat (0)

Wajidpur

Selection Limit

4

Demographic Status

Urban  Rural

Village (1)

Vajidpur

## Publisher Details

Organization Type: Government

Publisher Name: sjfkjshfkjkh

Location: Kerala, Thrissur

[View more](#)

Interest Shown

If the mode is set to **"Field" or "Indoor+Field,"** the form that appears after a youth shows interest will look as shown in the image.

Post submitting the reason, the interest is shown successfully.



mybharat.gov.in



# How youth can Submit the tasks on MYB

# Step 1 Navigate to Experiential Learning

The screenshot shows the profile page of Akshay Kaushik on the MY Bharat platform. The header features the text "Proud Volunteer Building the Future with MY Bharat". The profile name "Akshay Kaushik" is displayed with a profile picture placeholder. The left sidebar contains several menu items: "Experiential Learning" (highlighted with a red box), "Volunteer for Bharat", and "CV Builder". Below the sidebar, the profile details are organized into sections: "About Basic Info" (with a public profile URL), "Area of Interest", "Education Qualification" (listing 12th - ST. MOTHER TERESA C.B.SR.SEC.SCHOOL, URI ENCLAVE DELHI CANTT-10), "Sports", "Languages", "Professional Summary", "Work Experience", "Tools", and "Social Links". A "Professional Introduction Video" section is also visible at the bottom right of the profile area.

Go to “**Experiential Learning**” from left side panel.

# Step 2 View Experiential Learning

Select the ELO of your interest. You can explore ELOs using filters also.

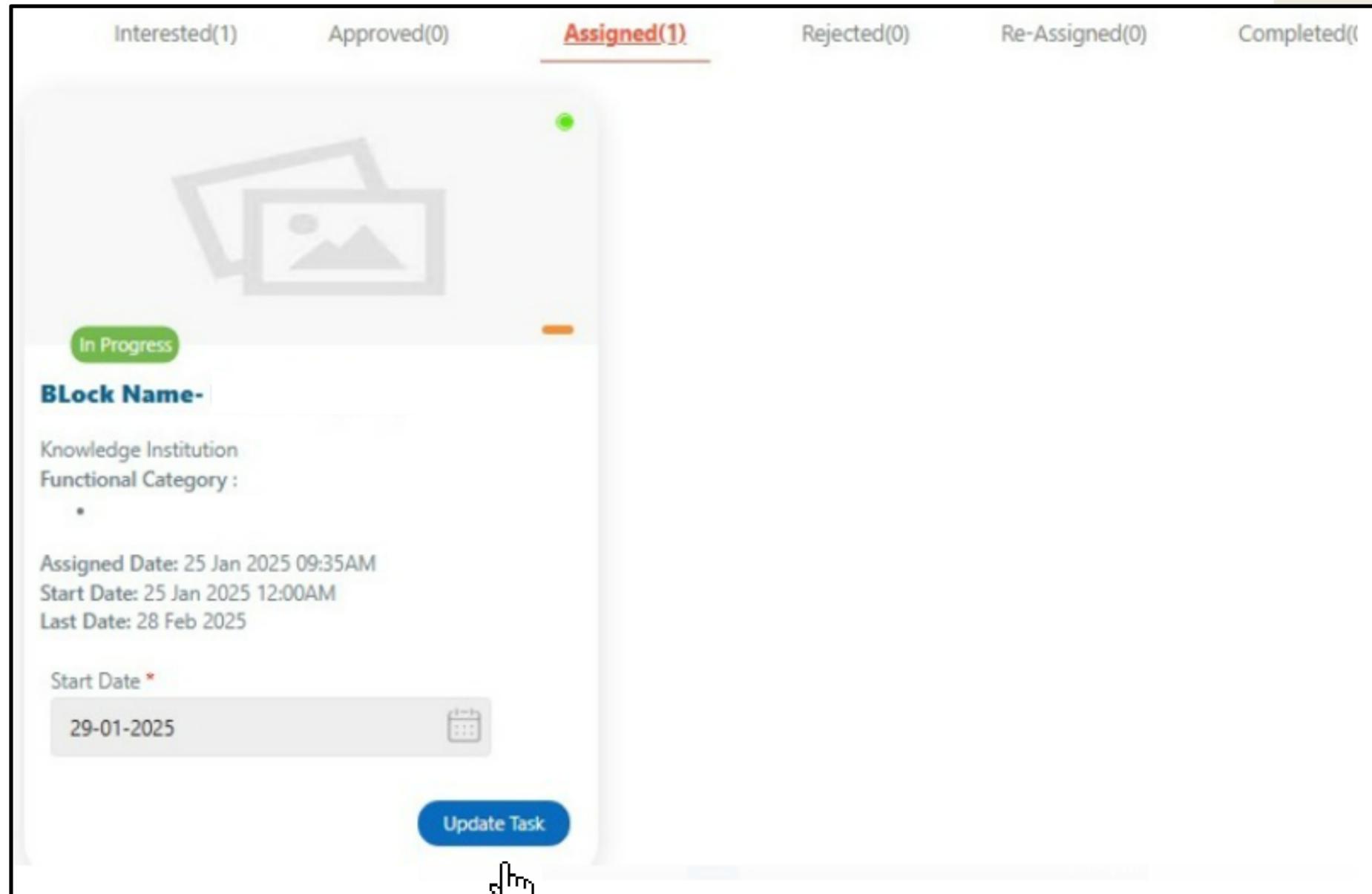
The screenshot shows the 'Find your Experiential Learning Opportunity today' section of the mybharat.gov.in website. It features a search bar with filters for State (UTTAR PRADESH), District (ALIGARH), Skill (All), and Functional Area (All). Below the search bar, there are tabs for 'Ongoing', 'Upcoming', 'Past', 'All', and 'My ELO'. Three experiential learning opportunities are displayed as cards:

- I4C Cyber Experiential Learning Programme - Dummy**: Organized by DIC University, Functional Category: Cyber Security, Last Date: 30 Apr 2025. Location: DELHI.
- Digital Crop Survey/ Farmer Registry under Taluka, Maharashtra.**: Organized by DIC University, Functional Category: Farmers Registry, Last Date: 01 Jun 2025. Location: DELHI.
- Digital Crop Survey/ Farmer Registry under Villages of Taluka, Maharashtra.**: Organized by DIC University, Functional Category: Admin and HR, Logistics and Purchase, +1 more, Last Date: 01 Aug 2025. Location: MAHARASHTRA.

A close-up view of the navigation tabs: 'Ongoing', 'Upcoming', 'Past', 'All', and 'My ELO'. The 'My ELO' tab is highlighted in red, and a hand cursor is pointing at it.

To find tasks click on “My ELO”

# Step 3 Navigating to ELP Page



Next, Click on the ELP Name to navigate to the ELP Landing page, As shown in the image.

# Step 4 Further Process & Submission

Once you're aware of the task that has been allotted to you. You can see the button as **“Access LMS Course”**, click on it and you'll be redirected to that respective course to complete and submit the same.

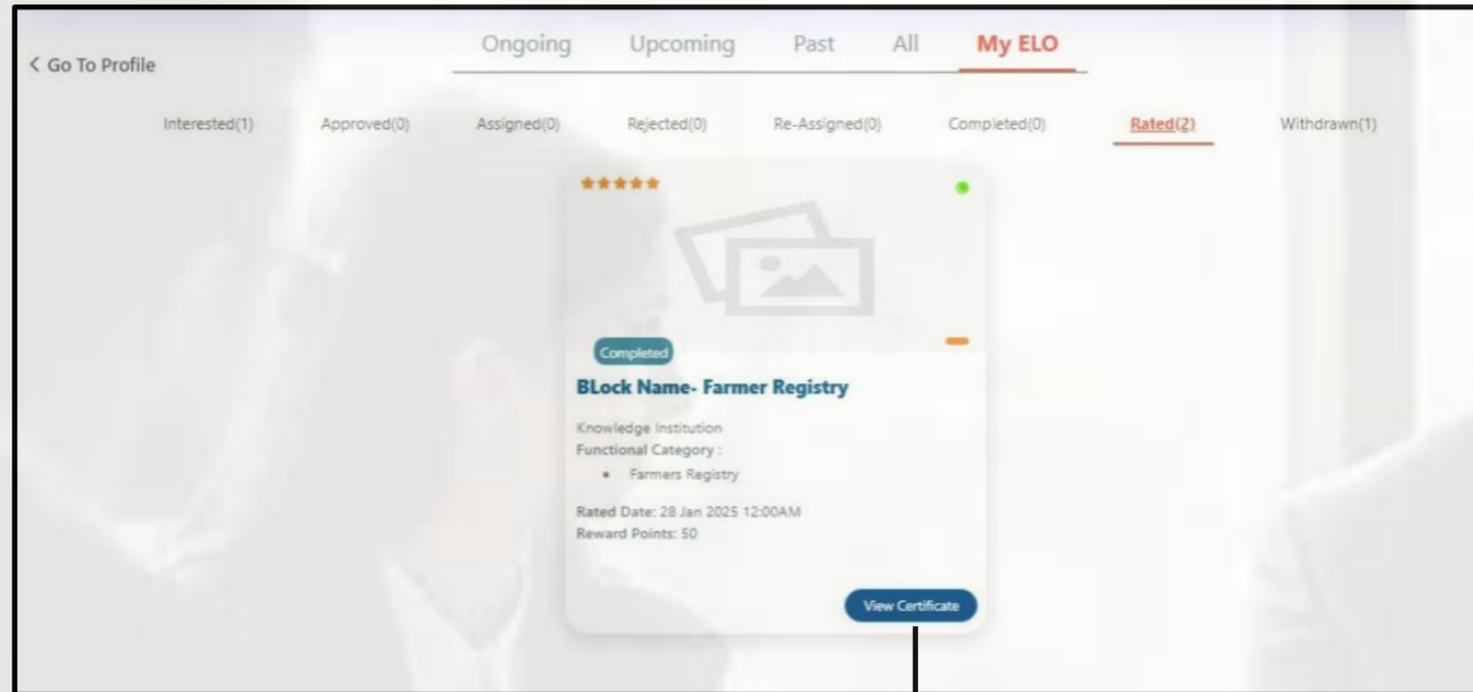
### Task Assignments List

TASK NO.	TASK TITLE	TASK TYPE	WEIGHTAGE(%)	TASK DETAILS	TIMELINE	STATUS	ACTION
1	Test LMS Link	Observations	100	Test LMS Link <a href="#">Access LMS Course</a>	Start Date: 02 Apr 2025 Due Date: 23 Apr 2025	Assigned ★★★★★	<a href="#">Submit Task</a> <a href="#">Update Task</a>

[Mark Daily Attendance](#)

Click on complete opportunity, to give a feedback on your ELP experience and mark your attendance. Your ELP Certificate will get added to your MY Bharat Profile once your submission is accepted.

# Step 5 Completion Certificate



Click on the “View Certificate” button to view your ELP Completion certificate.



Feel free to download or Share your certificate by clicking on the buttons given below as shown in the above image.

**Please note that your certificate will only be generated after the approval of your attendance by ELP creator.**



युवा कार्यक्रम  
एवं खेल मंत्रालय  
MINISTRY OF  
YOUTH AFFAIRS  
AND SPORTS

सत्यमेव जयते



**Thank You**



[mybharat.gov.in](http://mybharat.gov.in)

