

## **IT INTEGRATION AND REFORMS IN THE EXAMINATION PROCEDURES AND PROCESSES (CONTINUOUS INTERNAL ASSESSMENT AND END-SEMESTER ASSESSMENT) HAVE BROUGHT IN CONSIDERABLE IMPROVEMENT IN EXAMINATION MANAGEMENT SYSTEM OF THE INSTITUTION**

### **Response:**

The university has been constantly carrying out reforms in its examination process through incorporation of IT in all the measures and process of the examination system. These reforms have also been implementing in the permanent internal assessments modes and components.

Examination method has been completely automated using in home IT software. Constructive impact of reforms on the examination actions and processes including IT integration and continuous internal evaluation on the examination management system

The Examination administration of the University is 100% programmed. Up-gradation of the Examination Management Module is with National Informatics Centre (NIC) software.

Since 2018-2019, all examination procedures have been automated through IT-enabled generation of student list appearing for exams, internal and external mark lists, and payment of exam fees, issuing hall tickets and process. The office of the Controller of Examinations has Zero Error Valuation.

### **Examination Related Reforms**

- The Institute has implemented credit and grade system for all courses.
- Grade points are assigned on a 10 points scale based on the range of marks secured by the student.
- Semester grade point average (SGPA) and cumulative grade point average (CGPA) are calculated and given in the statement of mark and grade and consolidated statement of marks and grade.

### **Examination Procedures and IT integration**

- Introduction of photographs of candidates on statement of marks grade and consolidated sheet would eradicate forged mark sheet being issued in the name of institute.
- Online course registration for the examination / payment of examination fee has been introduced.
- Computerized online hall ticket is generated with photograph of the student for identification during the examination.

- Central valuation at the University campus
- Results processing using NIC software

### **Examination Process**

- Programmes registration online
- Online examination application and payment (cashless transaction) through students login
- Hall tickets 5 days prior to the commencement of examinations
- Preparing material such as attendance sheet, nominal roll etc., for conducting the examination. Collection of question paper, sending question paper to the faculty
- Scrutinizing of the question paper in a phased manner
- Appointment of examination for practical examination/viva before the commencement of practical examination
- Appointment of chief superintendents/hall superintendents/squad member/observers for ensuring smooth conduct of the examination

### **Evaluation Process**

- Appointment of camp officers and chief examiner
- Examiners for evaluation as recommended by the Board of Studies Central valuation
- Dummy number issued for valuation

### **Announcement of Results**

- Organization of the results through passing and approval board and published online.
- Results can be viewed through students login
- Printing and distribution of semester transcripts/consolidated grade cards/ provisional certificates
- Issue of degree certificates during convocation

### **Assessment Progress**

The complete academic performance of a student is evaluated in-house by the concerned teacher /model examination in the case of project work where an examiner shall be nominated for the vivavoce. The student's performance in each programme, in general, is evaluated based on continuous assessment (internal assessment) and end-semester