**Academic Evaluation of Courses**

University follows a continuous academic evaluation procedure. Academic evaluation composes of internal evaluation and end semester examination.

Academic evaluation procedure and corresponding weights are as follows:-

a) For theory courses: -

The maximum marks for internal evaluation: 50

The maximum marks for end semester examination: 100

Internal evaluation marks are awarded as follows.

i) Two internal tests of 1 hour duration conducted by the college: 40 (20 marks for each test)

ii) Tutorials/Assignments/Mini Projects carrying 10 marks.

(Internally by the College) :10

All the above evaluations are mandatory requirements to earn credits.

Students who have missed either the first or the second test can register with the

consent of the faculty and the Head of the Department (HOD) concerned for a re-test which will be conducted soon after the completion of the second test, but before the end semester examination. The re-test will cover both first and second test course plans. Those who have missed both the tests are not eligible to appear for the end semester examination.

However, if one misses both tests due to medical reasons or other personal exigencies, based on genuine evidence, a single test of 2 hour duration for 40 marks will be conducted covering the whole syllabus, before the end semester examinations. Decision on this will be taken by the Principal and verified by the external academic auditor.

b) For Laboratory /Practical /Workshop courses

i) Practical records /Outputs 60 marks (Internally by the College)

ii) Regular class Viva 10 marks (Internally by the College)

iii) Final practical exam 30 marks (Internally by the College)

All the above assessments are mandatory to earn credits. If not, the student has to complete the course/assessments during his free time in consultation with the faculty members. On completion of these, grades will be assigned. In case the Practical / Laboratory/ Workshop courses are not completed in the semester, grade I (incomplete) will be awarded against the course and the final grade will be given only after the completion of the course/ assessments.

c) Comprehensive Examination

As students appear for placements from seventh semester onwards, comprehensive

examination is to be completed in the sixth semester. This examination consists of two parts. Part one a written test and the other an oral one. The written examination will be objective type of 1 hour duration and will have 50 marks and will be conducted by the concerned department.

Chairman of the oral examination board will be a senior faculty in the department and the members include two other faculty members of the department and an external expert from another academic institute or an industry. Oral examination will carry 50 marks.

Comprehensive examination may be conducted any time during the 6 th semester.

d) Seminar

Each student has to give a seminar on a professional topic of current interest in consultation with the faculty member in charge of the seminar in the Department.

Students have to prepare a detailed report on the topic of the seminar and submit it to the teacher concerned. The seminar is to be of 20 minutes duration with another 5 minutes given for questions and answers. All students in the class have to attend the seminar without fail. Evaluation will be based on the report, seminar presentation as well as on the ability of the student to answer the questions put forward.

Faculty member in charge of the seminar and another faculty member in the department nominated by the Head of the Department are the evaluators for the seminar. Distribution of marks for the seminar is as follows.

Marks for the report : 30%

Presentation : 40%

Ability to answer questions on the topic : 30%

e) Design Project

Each student or a group of students has to take up a design project. The project topic could be arrived at in consultation with any faculty member in the department.

The Evaluation of the project will be done in two stages. Two project progress evaluations each carrying 20 marks and a final report evaluation and presentation of the project for 60 marks.

The project supervisor and two other faculty members from the same or any other

department, nominated by the Head of the Department form the evaluation board.

f) Final Semester Project

Students, either individually or in a small batch not exceeding four, have to do a project approved by their faculty supervisor.

Evaluation scheme is given below:-

i) Two progress assessments : 20% by the faculty supervisor/s

ii) Final Project Report : 30% by the Assessment Board

iii) Project presentation and Viva : 50% by the Assessment Board

If the project work is not completed satisfactorily, the student has to put in more work and appear again for assessment on a specified date, not earlier than one month after the first evaluation. If the student fails in the project, a fresh registration for the project for one semester is mandatory.