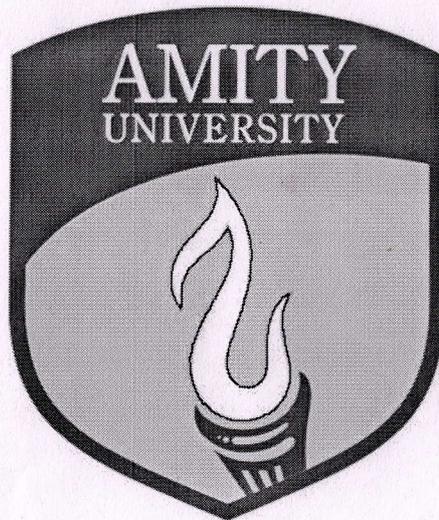
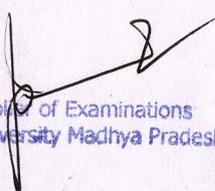


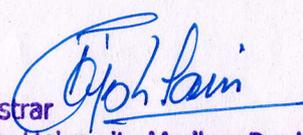
AMITY UNIVERSITY MADHYA PRADESH



EXAMINATION DEPARTMENT

ANNUAL REPORT 2020 - 2021


Controller of Examinations
Amity University Madhya Pradesh


Registrar
Amity University Madhya Pradesh
Gwalior

(i)

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ACRONYMS

<u>Ser. No.</u>	<u>Details</u>	<u>Abbreviation</u>
1.	Academic Break	AB
2.	Controller of Examinations	CoE
3.	Cumulative Grade Point Average	CGPA
4.	Examination Department	Exam Dept
5.	Examination Superintendent	Exam Supdt
6.	Head of Institute/ Department	Hol /HoD
7.	Promotion with Academic Probation	PAP
8.	Promotion with Academic Warning	PAW
9.	Repeat Year	RY
10.	Repeat Semester	RS
11.	Semester	Sem
12.	Semester Grade Point Average	SGPA
13.	Student Learning Outcomes	SLOs
14.	Online Distance Learning	ODL



AMITY UNIVERSITY

MADHYA PRADESH

(Established by Ritn and Balved Education Foundation)

VISION AND MISSION OF THE UNIVERSITY

VISION

To make Amity University Madhya Pradesh, a centre of Excellence in Higher Education by providing value based holistic education, including leadership quality, encouraging research, innovation and nurturing talent.

MISSION

To provide quality education catering for diverse, contemporary educational and research needs of the nation with emphasis on regional aspirations and develop balanced personalities with positive outlook and leadership qualities.

DETAILED REPORT

Introduction

1. The **AMITY UNIVERSITY MADHYA PRADESH (AU MP)** Examination Department (Exam Dept) is governed by the **AUMP Regulations (R3-Apr 2019)** which flow out of the Madhya Pradesh Ordinance No. 4 dated 23 Mar 2013 for Conduct of Examinations, Scheme of Examinations and Discipline among Students during Examinations as well as lays down conditions for appearing in an examination of the for a degree or a diploma, either generally or for a particular examination, unless there is anything, repugnant in the subject or context. The Ordinance and Regulations are applicable to all courses being conducted at **AU MP**.
2. Advancing towards the mission to offer high quality examination services, Exam Dept ensures transparency in all its activities that adequately support all students and Institutions. The Exam Dept administers open and secured processes and systems and works in close collaboration with Institutions, External organizations, and Individuals.
3. Exam Dept is headed by the CoE who reports to the Vice Chancellor.

Examination Activity Calendar : 2020 – 2021

4. **Academic / Examination Calendar.** The Academic Calendar is issued by the Dean Academics of the University right before the commencement of academic session. Block of Examinations is notified through Academic Calendar for both Odd and Even semesters. A detailed Examination Calendar is then prepared by the Examination Department based on the Academic Calendar.
5. The Block of examination including practical's for Academic Session 2020-21 is given below:

Ser. No.	Examinations	Last Teaching Date	Block of Examinations Including Practical
(a)	Odd Semester	For Senior Sem: 21 Nov 2020 For First Sem: 05 Feb 2021	For Senior Sem: 07 Dec 2020 TO 08 Jan 2021 For First Sem: 15 Feb 2021 TO 27 Feb 2021
(b)	Even Semester	For Senior Sem: 30 Apr 2021 For Second Sem: 11 Jun 2021	For Senior Sem: 03 May 2021 TO 11 Jun 2021 For Second Sem: 14 Jun 2021 TO 09 Jul 2021

6. The Exam Dept has number of different activities throughout the academic session. Exam Dept prepares and issues Calendar of Examination Activities and detailed Schedule of Examinations and all examination activities are monitored for compliance as per the itinerary issued.

Committees

7. To devise detailed procedure for an efficient, transparent, and fair evaluation of students, including coordination of activities relating to conduct of examinations, various statutory committees are constituted as per **AUMP** Regulations as under: -
 - (a) Examination Committee
 - (b) Moderation Boards (Moderation of Question Papers)
 - (c) Evaluation Committee
 - (d) Coding Decoding Committee
 - (e) Examination Discipline Committee
 - (f) Result Compilation Committee
 - (g) Result Moderation Committee

- 8. Examination Committee.** As per Para 4 of the Regulations, Examination Committee is constituted by the Academic Council at University level to frame detailed guidelines and procedures for an efficient, transparent and fair evaluation of students' performance and conduct of examinations. This committee supervises all examinations activities of the University and reviews the results of the University examinations. It appoints such number of Examination Sub-committees at Institutional level to deal with examination matters.
- 9. Examinations Conduct.**
- Guidelines issued by MP Higher Education for Online OBE based exams in view of Covid 19 Pandemic are as given below: -
 - Reference No.528/605/2021/38-3 dated 31 Mar 2021 (**Appendix A**)
 - Reference No. 500/142/आउशि/श-5 'अ' /2021 dated 07 Apr 2021. (**Appendix B**)
 - Reference No. 589/142/आउशि/श-5 'अ' /2021 dated 04 May 2021. (**Appendix C**)
 - Reference No. 663/142/आउशि/श-5 'अ' /2021 dated 07 31 May 2021. (**Appendix D**)
 - Advisory and Guideline issued by Council of Architecture for B Arch Exams in view of Covid-19 Pandemic, Ref. No. CA/5/Academic/2021/Circular, dated 05 May 2021. (**Appendix E**)

Setting of Question Papers

10. Formulation.

- Question papers are formulated as per Para 26 of the Regulations elucidating procedures for setting of question papers. The setting of question paper is developed in such a way that it ensures that each question addresses one or more course objective mapped with the student learning outcomes. Names of Paper setters (External and Internal) are proposed by respective Hol's for the approval of Hon'ble Vice Chancellor through the Controller of Examination.
- In view of COVID-19 the question paper were formulated as per UGC guidelines and in the form of Open Book Exam (OBE) and Multiple Choice Question (MCQ) vide policy letter as given below: -
 - Policy guidelines for setting of online question papers conduct of even semester examination Jun / Jul 2020, Ref No. AUMP/ED/ONLINE/2020 dated 19 Jun 2020. (**Appendix F**)
 - Policy guidelines for setting of Value Added Courses (VAC) on line question papers Ref No. AUMP/ED/ONLINE/2020 dated 19 Jun 2020. (**Appendix G**)

- 11. Duration of Exams.** A question paper for theory examinations of a course unit of any program is of three hours duration, depending upon the associated credit unit, with maximum marks 70/50 as applicable.

- MCQ paper duration is 1 hrs.
- OBE paper duration is 2 hrs.

- 12. Format of Question Paper.** The question papers for the ESE shall be set in such a manner as to ensure that they cover the entire syllabus as per the weightage of the modules of the concerned course unit. The questions are framed in such a way that the Student Learning Outcomes (SLOs) of the course is assessed properly and also weightage given to each module of instruction is properly reflected in questions. Question Paper has 3 sections:

- (a) Section A:** The questions in this section include short numerical problems or theory questions to assess students' understanding of concepts and framework. This section has multiple questions as per guidelines and students have to attempt as per instructions given in the question paper.

- (b) **Section B:** The questions in this section may include long theory questions or numerical problems requiring students to apply the concepts to a given situation or in a given context. This section also has multiple questions and marks are given as per the weightage given to the Section in overall marking scheme.
- (c) **Section C:** This section is compulsory and questions in this section are generally case study based, a hypothetical problem or a situation seeking a possible solution(s), students' response to a situation based on general awareness of the broad discipline of study etc.

Moderation Boards

13. Moderation of Question Papers. As per Regulations Para 6, Domain wise Moderation Boards are constituted by the Vice Chancellor to moderate the question papers. Composition of the Moderation Board is as under: -

- | | |
|--|------------------|
| (a) Dean / Head of Institution / Department | Chairperson |
| (b) Senior most professors / senior most teachers
and the teaching faculty of the discipline concerned. | Members |
| (c) Two Experts in the discipline / specialization
of whom one may be external. | Members |
| (d) Controller of Examinations. | Member Secretary |

Note: -

- There is a provision to co-opt other experts not exceeding two in one discipline/specialization, if required by the Heads of Institution / Department / Constituent Units.
- The Moderation Boards ensures that question papers are strictly in accordance with the guidelines for setting of question papers, remove ambiguity in the language of questions, if any; proper coverage of course contents and indicate weightage/ marks for each question or part/parts thereof, time prescribed, display of instructions and to correct errors, if any and moderate/reframe the questions so as to give opportunities to students of varying abilities.

Conduct of Examinations

14. Appointment of Superintendent / Addl. Supttd. / Dy. Supttd. of Examinations: As per Regulation Para 10 Conduct of Examination Scheme of evaluation and discipline among students in exams, with the approval of Competent Authority of the University, Exam Supdt/ Addl. Supdt are appointed to conduct and supervise its examinations held or to be held at a examination centre. Appointment of Addl. Supdt is applicable if strength of Institution is more than 1000.

Examination	Nov Dec 2020 & Feb 2021	May Jul 2021	
		Intermediate Students	Passing Out Students
Total No. of Enrolled Students	2329	1736	537
Total No. of Appeared Students	2267	1730	536
No. of Institutions	10	10	08
No. of Superintendent	03	03	03
No. of Dy./Asst. Superintendent	03	03	03

15. Preparation and Notification of Examination Schedule:

AUMP examinations are conducted on the basis of course codes and accordingly Exam Dept prepares the Examination schedule and publishes for information of students and Hol's. Block of ESE during academic session 2020 – 2021 is as given:

S. No.	Academic Session 2020 - 2021	Block Dates of Examinations
(a)	Odd Semester	For Senior Sem Students: 07 Dec 2020 to 08 Jan 2021 For First Sem Students: 15 Feb 2021 to 27 Feb 2021
(b)	Even Semester	For Senior Sem Students: 03 May 2021 to 11 Jun 2021 For Second Sem Students: 14 Jun 2021 to 09 Jul 2021
(c)	Supplementary Exams	26 Jul 2021 to 02 Aug 2021

16. **Status of Examination Forms Submitted and Admit Cards Generated:** As per Para 29 of the Regulations, No student is permitted to appear in the exams without valid Admit Card issued by the Exam Dept. Status of the Admit Cards issued to the students during academic session 2020 – 2021 was as under:

S. No.	Academic Session 2020 – 2021	Exam Forms Submitted	Admit Cards Generated
(a)	Odd Sem Nov Dec 2020 & Feb 2021	2267	2267
(b)	Even Sem May Jul 2021	2267	2267

In case of loss of Admit Card, duplicate Admit Cards are issued only by the Examination Department as per norms of the University.

17. **Appointment of Observers:** As per Regulations Para 32.2, observers were appointed to visit different examination centers as per allotment during the course of examination and check that the examinations are being conducted properly according to the Regulations.

Ser. No.	Academic Session 2020 – 2021	Teams	Observers
(a)	Odd Sem Nov Dec 2020 & Feb 2021	03	15
(b)	Even Sem May Jul 2021	03	15

Note: Any discrepancy and deviation from the Regulation and Guidelines are reported by observers to Controller of Examination.

18. **Examinations Details.** Exam Dept conducted following exams during Academic Session 2020 – 2021:

Ser. No.	Session	Block of Examination	No. of Programs	No. of Courses	Total No. of Students
(a)	Odd Sem	For Senior Sem Students: 07 Dec 2020 to 08 Jan 2021 For First Sem Students: 15 Feb 2021 to 27 Feb 2021	91	1071	2267
(b)	Even Sem	For Senior Sem Students: 03 May 2021 to 11 Jun 2021 For Second Sem Students: 14 Jun 2021 to 09 Jul 2021	Final Year: 25 Intermediate: 68 Total 93	Final Year: 210 Intermediate: 795 Total 1005	Final Year: 536 Intermediate: 1731 Total 2267
(c)	Supplementary	26 Jul 2021 to 02 Aug 2021	12	43	55

Discipline Cases

19. As per Regulations para 32, Examination Discipline Committee is constituted by the Vice Chancellor at the University level to consider the cases of misconduct, misbehaviour of students and their use of unfair means in examinations and disorderly conduct of examinations.

20. **Examination Discipline Committee.** The constitution of the Examination Discipline Committee during academic session 2020-2021 was as under:

Composition	Designation	Nominated Person
Head of Institute	Chairperson	Dr Sumit Narula, Director (ASCO)
Four Senior Faculty	Members	Dr Vivek Singh Kushwah, (ASET)
		Dr Sudha Mishra, (ASCENT)
		Dr Anurag Jyoti, (AIB)
		Dr Deepa Pandey, (AIBAS)
CoE	Member Secretary	Brig (Dr) J Matta, CoE

Note: The Chairperson may co-opt any Head of Department/Constituent Unit for particular meeting of the Examination Discipline Committee.

21. Mode of unfair means adopted by the students is as under: -

Mode	Odd Semester	Even Semester
Incriminating Material (Handwritten/ Printed Paper)	NIL	NIL
Possession of Mobile	NIL	NIL
Misbehave / Multiple Handwriting	6	18
During Evaluation (Request for passing marks/ disclosing identity)	NIL	NIL
Total Cases	6	18

22. Summary of the unfair means adopted by the students and penalties given (para 32.8) to the students during academic session 2020-2021 is as under:

Examination	Odd Semester	Even Semester
Total No. of Student Appeared	2267	2267
No. of UFM cased registered	6	18
% of UFM cased registered	0.26%	0.79%
No. of Exonerated cases	NIL	NIL
% of Exonerated cases	NIL	NIL
Strict Warning	NIL	NIL
% of Strict Warning cases	NIL	NIL

Evaluation and Result Compilation

23. **Evaluation of Answer Sheets** Day wise Answer Books after the examinations are submitted by the different Institutions at Centralized Evaluation Centre. There after the Answer books are codified. All answer books are evaluated only at Centralized Evaluation Centre. No one is permitted to carry any answer sheet outside the evaluation centre.

Examination	No. of Evaluators	Answer Books Evaluated
Odd Sem Nov Dec 2020 & Feb 2021	Online Examination based on MCQ and OBE	
Even Sem May Jul 2021		

24. **Result of Moderation Committee** As per Regulations para 8, Result Moderation Committee is constituted to scrutinize the statistics of results prepared by the Controller of Examinations and if need be, moderate the same after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards before declaration of results.

- | | |
|---|------------------|
| (a) Prof (Dr) M P Kaushik, Pro V C | Chairperson |
| (b) Head of Institute / Department of constituent units | Members |
| (c) Controller of Examinations | Member Secretary |

25. **Moderation of Results.** Considering the time requirement for moderation of large number of programmes and students, on approval from Vice Chancellor, where 5 marks are to be awarded in borderline cases, the results are moderated by Controller of Examination and approved by the Hon'ble Vice Chancellor.

Academic Session	Semester Type	Total Students Appeared	Total no. of students whose results were moderated
2020 - 2021	Odd Sem Nov Dec 2020 & Feb 2021	2267	32
	Even Sem May Jul 2021	2267	41

Promotion Status

26. **Promotion Status of the Students Appeared in the Exams During Academic Session 2020 – 2021:** As per para 20 of the Regulations, students are promoted from 1st year to 2nd year, 2nd year to 3rd year and so on provided he/she has minimum SGPA and CGPA as under:

Details	UG Programme	PG Programme	Integrated/Dual Degree Programme (UG+PG)
SGPA (First 3 Yrs)	3.5	4.5	4.0
SGPA (After 3 Yrs)	3.5	4.5	4.5
CGPA	4.5	5.0	5.0

27. **Promotion from 1st year to 2nd year:** If a student does not fulfill the above criteria, then they are promoted to 2nd year only on the recommendations of Hol on "Academic Probation" provided he/ she has cleared at least 60% of number of Courses/ Credit units.9

28. **Promotion from 2nd year to 3rd year and subsequent years:** Students are promoted from second year to third year only if he / she has secured the **passing criteria** of SGPA and CGPA in both semesters of the first year i.e. qualified in first year and minimum SGPA and CGPA of **Promotion Criteria** in the second year.

29. Similarly, students are promoted from third year to fourth year if he/she has secured qualifying minimum SGPA and CGPA (passing criteria) for the previous semesters upto second year and minimum SGPA and CGPA of promotion criteria in the third year. Promotions to subsequent years are based on the same criteria as above.

30. A student who is not eligible for promotion will have the option to Repeat the Year/ take Academic Break / Repeat a Semester or Withdraw from the programme for which he / she applies to the Hol in the prescribed format. Summary of the promotion status of the University is as under:

Ser. No.	Criteria	No. of Students			
		UG	%	PG	%
(a)	Pass & Promoted	2033	95.67%	141	99.30%
(b)	PAP / PAW	89	4.19%	-	-
(c)	Provisionally Promoted	2	0.09%	1	0.70%
(d)	Fail	1	0.05%	-	-
(e)	RY	-	-	-	-
(f)	RS	-	-	-	-
(g)	AB	-	-	-	-

Yearly Result Report

31. Year Wise Academic Result (2020 To 2021) is attached at **Appendix H.**

Grievances of Students:

32. Grievances related to examinations and results are posted by the students online on Amizone. Grievances raised by the students and actions taken by the Examination Department are as under: - NIL

33. Summary of Grievances related to rechecking during Academic Session 2020 - 2021 is as under: -

Ser. No.	Examinations	Odd Sem	Even Sem
(a)	Number of students appeared in final exam	2267	2267
(b)	Number of applications received for revaluation	Nil	19
(c)	% of application received for revaluation	Nil	0.66%
(d)	Number of revaluation cases where marks changed	Nil	10
(e)	% of changes	Nil	0.44%

Degree Awarded

34. Student who meet the qualifying criteria as laid down in para 19 and 40 of the Regulations, are awarded degree. Total 542 Degrees were awarded to the students who have successfully completed the programme in year 2021. Summary is as under:

Ser No	Details	Certificates	Diploma	Degrees	Remarks
(a)	UG	-	-	458	Outgoing UG/PG students 540
(b)	PG	-	-	74	
(c)	M Phil	-	-	8	
(d)	Ph D	-	-	2	
(e)	ODL	-	-	-	
(f)	Total	-	-	542	

Automation of the processes during Academic Session 2020 – 21:

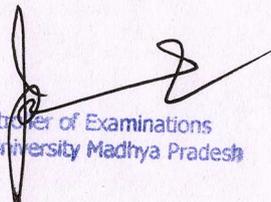
35. University has completely automated examination system wherein the whole process from setting of question papers to the declaration of final results is online. The concerned user may access any examination services from anywhere. Examination department strives to review and improve all the examination related processes for better learning experience of the students and smooth functioning of institution.

Following processes have been automated recently:

S.No.	Activity	Previous	Automation	Advantages
(a)	Filling of Exam Form	Previously the students applied manually for issue of official transcript and paid fee manually.	Student can apply online on AMIZONE with online payment of fee.	Proved very helpful for the students and has reduced wastage of paper and time.
(b)	Uploading of Result on AMIZONE.	Result was prepared on Excel Sheet and uploaded on AMIZONE.	Result prepared is done on AMIZONE.	I) Proved very helpful for the students and has reduced wastage of paper and time. II) Decision of rechecking is also published online for viewing of Heads of Institutions and students.

Conclusion

36. AMITY University constantly endeavors to attain the best in class and adopt best practices towards improving the overall environment and attaining the desired SLQ. It has been decided to draw a road map towards implementing best practices in the campus in line with global best practices to bring in efficiency and efficacy in the system. Regular IQAC meetings are held to this regard and points raised are taken to logical conclusion.


Controller of Examinations
Amity University Madhya Pradesh


Registrar
Amity University Madhya Pradesh
Gwalior

1/7

मध्यप्रदेश शासन
उच्च शिक्षा
वल्लभ भवन, मंत्रालय-462004

// आदेश //

भोपाल, दिनांक- 31/03/2021

क्रमांक: ~~एफ~~⁵²⁴-/605/2020/38-3 :: कोरोना (कोविड-19) के संक्रमण के परिप्रेक्ष्य में मध्यप्रदेश शासन उच्च शिक्षा विभाग वल्लभ भवन, मंत्रालय भोपाल आदेश क्रमांक एफ-147/188/2020/38-3, दिनांक 01/02/2021 द्वारा सत्र 2020-2021 की विश्वविद्यालयीन परीक्षाओं के संदर्भ में जारी आदेश एतद् द्वारा निरस्त किया जाता है।

कोरोना (कोविड-19) के परिप्रेक्ष्य में विद्यार्थियों की सुरक्षा एवं स्वास्थ्य को दृष्टिगत रखते हुए सत्र 2020-21 की विश्वविद्यालयीन परीक्षाएँ मई-जून 2021 में आयोजित की जाएँ। स्नातक प्रथम/द्वितीय वर्ष तथा स्नातकोत्तर द्वितीय सेमेस्टर की परीक्षाएँ ओपन बुक पद्धति के आधार पर जून, 2021 में तथा स्नातक अंतिम वर्ष/स्नातकोत्तर चतुर्थ सेमेस्टर की परीक्षाएँ पेन-पेपर मोड से विद्यार्थियों की भौतिक रूप से परीक्षा केन्द्रों पर उपस्थिति के साथ मई, 2021 में आयोजित करने के निर्देश निम्नानुसार जारी किये जाते हैं :-

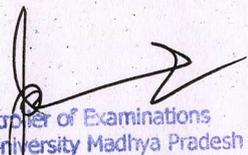
(अ) ओपन बुक परीक्षा पद्धति के लिए निर्देश :- सत्र 2020-21 में स्नातक प्रथम वर्ष (नियमित/स्वाध्यायी) द्वितीय वर्ष (नियमित/स्वाध्यायी) एवं स्नातकोत्तर द्वितीय सेमेस्टर (नियमित/स्वाध्यायी) के विद्यार्थियों के लिए समस्त विश्वविद्यालयों एवं क्षेत्राधिकार के महाविद्यालयों में परीक्षार्थियों की "ओपन बुक पद्धति" के आधार पर परीक्षा आयोजित की जाए। संबंधित विश्वविद्यालयों द्वारा निर्धारित बेवसाइट पर प्रश्न पत्र उपलब्ध कराये जायेंगे। परीक्षार्थी विश्वविद्यालय की बेवसाइट से प्रश्नपत्र डाउनलोड कर प्रश्न पत्र हल करेंगे। विस्तृत दिशा निर्देश संबंधित विश्वविद्यालयों द्वारा जारी किए जायेंगे। परीक्षा परिणाम जुलाई, 2021 तक घोषित किया जाना सुनिश्चित किया जाए।

(ब) भौतिक रूप से परीक्षा केन्द्र में परीक्षार्थियों की उपस्थिति के साथ परीक्षा आयोजन के निर्देश :- सत्र 2020-21 में विश्वविद्यालयवार समय-सारणी घोषित कर स्नातक अंतिम वर्ष/स्नातकोत्तर चतुर्थ सेमेस्टर/डिप्लोमा आदि की परीक्षाएँ विद्यार्थियों की भौतिक रूप से परीक्षा केन्द्रों में उपस्थिति के साथ आयोजित की जायें। विश्वविद्यालयवार प्रश्न पत्र तैयार कर पूर्व पद्धति के आधार पर परीक्षा संचालन/मूल्यांकन एवं परीक्षा परिणाम जून, 2021 तक घोषित किया जाना सुनिश्चित किया जाए।

(स) ओपन बुक परीक्षा पद्धति के लिए प्रश्नपत्र/उत्तरपुस्तिका संग्रहण आदि के निर्देश -

i. प्रश्न पत्र निर्माण के लिए निर्देश : समस्त विश्वविद्यालय निर्धारित पाठ्यक्रम (नियमित एवं स्वाध्यायी) अनुसार क्षेत्राधिकार के महाविद्यालयों के लिए तैयार किए गए प्रश्न पत्रों के माध्यम से परीक्षा का आयोजन सुनिश्चित करेंगे।




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ii. उत्तर पुस्तिका जमा के निर्देश : विश्वविद्यालयों द्वारा घोषित समय सारणी अनुसार ओपन बुक परीक्षा के लिये समस्त विषयों के सभी प्रश्न पत्रों की लिखित उत्तर पुस्तिकाएं परीक्षार्थी (नियमित एव स्वाध्यायी) अपने निवास के निकट के संग्रहण केन्द्र में एक साथ जमा करेंगे अथवा डाक द्वारा संबंधित जिले के अग्रणी प्राचार्य के कार्यालय के पते पर भेजेंगे। डाक द्वारा प्रेषित उत्तरपुस्तिका निर्धारित तिथि/अवधि के पश्चात् प्राप्त होने पर स्वीकार नहीं की जायेगी।

iii. उत्तर पुस्तिका के संबंध में निर्देश : परीक्षार्थी स्वयं के पास उपलब्ध रजिस्टर के कागज/ए-4 आकार के कागज की उत्तर पुस्तिका बनाकर उत्तर लिखेंगे। प्रत्येक परीक्षार्थी स्वयं का रोल नंबर/नामांकन क्रमांक/महाविद्यालय का नाम/विश्वविद्यालय का नाम तथा पूर्व घोषित परीक्षा केन्द्र का नाम/विषय/प्रश्न पत्र का शीर्षक/उत्तर पुस्तिका के हस्तलिखित पृष्ठों की संख्या अनिवार्य रूप से दर्ज करेंगे। परीक्षार्थी उत्तर लिखने के लिए नीले/काले बॉल पेन का ही उपयोग करेंगे। परीक्षार्थी स्वयं की हस्पलिपि में उत्तर पुस्तिकायें लिखकर जमा करेंगे। किसी प्रकार की शिकायत प्राप्त होने पर जाँच उपरांत कार्यवाही सुनिश्चित की जावेगी। इसके लिए परीक्षार्थी स्वयं उत्तरदायी होंगे। परीक्षार्थियों को ओपन बुक परीक्षा में समस्त विषयों की प्रश्नपत्रवार पृथक-पृथक उत्तर पुस्तिका लिखना अनिवार्य होगा।

iv. उत्तर पुस्तिका का संग्रहण तथा प्रेषण : प्रदेश में शासकीय महाविद्यालय/अनुदान प्राप्त अशासकीय महाविद्यालय/निजी अशासकीय महाविद्यालयों को उत्तर पुस्तिका संग्रहण केन्द्र बनाया जाए। संबंधित विश्वविद्यालय के निर्देशानुसार जिले के अग्रणी महाविद्यालय के प्राचार्य अपने क्षेत्राधिकार के उत्तर पुस्तिका संग्रहण केन्द्रों से सीलड उत्तर पुस्तिका के पैकेट एकत्रित कर विश्वविद्यालय को प्रेषित करना सुनिश्चित करेंगे। प्रत्येक अग्रणी महाविद्यालय द्वारा लिखित उत्तर पुस्तिकाओं के संग्रहण हेतु रूट चार्ट तैयार करना अनिवार्य होगा।

(द) "ओपन बुक पद्धति" के परीक्षा परिणाम घोषित करने के संबंध में निर्देश :

i. स्नातक प्रथम वर्ष (नियमित) के लिए परीक्षा परिणाम घोषित करने की पद्धति : स्नातक प्रथम वर्ष के आंतरिक मूल्यांकन एवं ओपन बुक पद्धति से आयोजित परीक्षा के प्राप्तांको को जोड़कर परीक्षा परिणाम घोषित किये जाएँ। (परिशिष्ट-एक)

ii. स्नातक प्रथम वर्ष (स्वाध्यायी) के लिए परीक्षा परिणाम घोषित करने की पद्धति : स्नातक प्रथम वर्ष (स्वाध्यायी) परीक्षार्थियों का परीक्षा परिणाम ओपन बुक पद्धति से आयोजित परीक्षा के प्राप्तांको के आधार पर घोषित किया जाए।

iii. स्नातक द्वितीय वर्ष (नियमित) के लिए परीक्षा परिणाम घोषित करने की पद्धति : स्नातक द्वितीय वर्ष की ओपन बुक परीक्षा पद्धति से प्राप्त प्राप्तांक तथा आंतरिक मूल्यांकन

के प्राप्तांक को जोड़कर 50 प्रतिशत और गत वर्ष प्रथम वर्ष के प्राप्तांकों का 50 प्रतिशत अंक जोड़कर परीक्षा परिणाम घोषित किया जाए। (परिशिष्ट-दो)

iv. स्नातक द्वितीय वर्ष (स्वाध्यायी) के लिए परीक्षा परिणाम घोषित करने की पद्धति : स्नातक द्वितीय वर्ष (स्वाध्यायी) परीक्षार्थियों का परीक्षा परिणाम ओपन बुक पद्धति से आयोजित परीक्षा के प्राप्तांक का 50 प्रतिशत और गत वर्ष प्रथम वर्ष के प्राप्तांकों का 50 प्रतिशत अंक जोड़कर परीक्षा परिणाम घोषित किया जाए।

v. स्नातकोत्तर द्वितीय सेमेस्टर (नियमित) के लिए परीक्षा परिणाम घोषित करने की पद्धति : ओपन बुक परीक्षा पद्धति से प्राप्त प्राप्तांक तथा आंतरिक मूल्यांकन के प्राप्तांक को जोड़कर 50 प्रतिशत और प्रथम सेमेस्टर के प्राप्तांकों का 50 प्रतिशत अंक जोड़कर परीक्षा परिणाम घोषित किया जाए। (परिशिष्ट-तीन)

vi. स्नातकोत्तर द्वितीय सेमेस्टर (स्वाध्यायी) के लिए परीक्षा परिणाम घोषित करने की पद्धति : स्नातकोत्तर द्वितीय सेमेस्टर (स्वाध्यायी) परीक्षार्थियों का परीक्षा परिणाम ओपन बुक परीक्षा पद्धति से प्राप्त प्राप्तांक का 50 प्रतिशत और प्रथम सेमेस्टर के प्राप्तांकों का 50 प्रतिशत अंक जोड़कर परीक्षा परिणाम घोषित किया जाए।

2. एटीकेटी/एक्स परीक्षार्थियों के लिए निर्देश : स्नातकोत्तर चतुर्थ सेमेस्टर के ऐसे परीक्षार्थी जिनकी प्रथम/द्वितीय/तृतीय सेमेस्टर में ए.टी.के.टी है, उनकी ए.टी.के.टी की परीक्षाएं तथा स्नातक स्तर पर समस्त पूरक/एक्स परीक्षार्थियों की परीक्षाएं भी निर्देशानुसार क्रमशः ओपन बुक परीक्षा पद्धति अथवा पेन-पेपर मोड से भौतिक रूप से परीक्षा केन्द्रों पर उपस्थिति के साथ आयोजित की जाएंगी।

3. प्रायोगिक परीक्षा के लिए निर्देश : स्नातक प्रथम, द्वितीय, तथा अंतिम वर्ष एवं स्नातकोत्तर द्वितीय/चतुर्थ सेमेस्टर के समस्त परीक्षार्थियों (नियमित/स्वाध्यायी) के प्रायोगिक परीक्षा 2020-21 के आधार पर प्राप्तांक दर्ज किए जायेंगे।

4. टेबुलेशन सीट के लिए निर्देश : समस्त संबंधित विश्वविद्यालयों/स्वशासी महाविद्यालयों द्वारा उक्त निर्देशों को दृष्टिगत रखते हुए टी.आर. (टेबुलेशन/सीट) बनाने के पश्चात ही अंकसूची जारी की जाए। समस्त नियमित/स्वाध्यायी परीक्षार्थियों को अंकसूची पूर्व वर्षों के प्रारूप अनुसार ही जारी की जाएगी।

5. विश्वविद्यालयीन परीक्षाओं के संबंध में लिया गया निर्णय : राज्य शासन द्वारा कोरोना (कोविड-19) के परिप्रेक्ष्य में विद्यार्थियों की सुरक्षा एवं स्वास्थ्य को दृष्टिगत रखते हुए सत्र 2020-21 की विश्वविद्यालयीन परीक्षाओं के संदर्भ में लिया गया निर्णय प्रदेश के समस्त शासकीय विश्वविद्यालय/निजी विश्वविद्यालय/दूरवर्ती विश्वविद्यालय तथा शासकीय महाविद्यालय/अनुदान प्राप्त अशासकीय महाविद्यालय/निजी अशासकीय महाविद्यालय/स्वशासी महाविद्यालयों में संचालित समस्त पाठ्यक्रमों पर लागू होगा।

6. ऑनलाइन परीक्षा के संबंध में निर्देश : उपरोक्त व्यवस्था के अतिरिक्त परीक्षार्थी संख्या के आधार पर विश्वविद्यालय अध्ययन केन्द्र (UTD), महाविद्यालय तथा स्वशासी महाविद्यालय स्नातक प्रथम वर्ष, द्वितीय वर्ष तथा स्नातकोत्तर द्वितीय सेमेस्टर के परीक्षार्थियों की ऑनलाइन परीक्षा कराए जाने के संबंध में यथोचित निर्णय ले सकेंगे।

7. कोरोना वायरस संक्रमण की रोकथाम हेतु निर्देश : समस्त विश्वविद्यालय/ महाविद्यालय के परीक्षा केन्द्रों एवं संग्रहण केन्द्रों को निर्देशित किया जाता है कि स्वास्थ्य विभाग, गृह विभाग एवं जिला प्रशासन द्वारा कोरोना वायरस संक्रमण की रोकथाम के लिये समय-समय पर जारी दिशा निर्देशों का पालन सुनिश्चित किया जाये।

कोरोना (कोविड-19) संक्रमण के परिप्रेक्ष्य में मानव संसाधन विकास मंत्रालय, भारत सरकार, विश्वविद्यालय अनुदान आयोग, नई दिल्ली तथा राज्य शासन द्वारा लिए गए निर्णय अनुसार प्रदेश के समस्त विश्वविद्यालयों के लिए जारी दिशा निर्देशों के आधार पर आयोजित परीक्षा संचालन व्यवस्था तथा परीक्षा परिणाम घोषित किए जाने की यह व्यवस्था मात्र सत्र 2020-21 के लिए ही मान्य होगी। अन्य वर्षों के लिए इसे उदाहरण नहीं माना जाएगा।

संलग्न :- परिशिष्ट-एक, दो एवं तीन ।

(वीरन सिंह भलावी)

अवर सचिव

मध्यप्रदेश शासन, उच्च शिक्षा विभाग

पृ0कमांक-~~प्र~~ 529 / 605 / 2021 / 38- 3,

भोपाल, दिनांक 31 / 03 / 2021

प्रतिलिपि:

1. प्रमुख सचिव, माननीय राज्यपाल, राजभवन सचिवालय, मध्यप्रदेश भोपाल।
2. उप सचिव, मुख्यमंत्री, मुख्यमंत्री कार्यालय, मंत्रालय, मध्यप्रदेश भोपाल।
3. निज सहायक, माननीय मंत्री जी, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
4. प्रमुख सचिव के स्टाफ आफीसर, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
5. आयुक्त, उच्च शिक्षा संचालनालय, सतपुड़ा भवन मध्यप्रदेश भोपाल।
6. उप सचिव, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
7. अध्यक्ष, मध्यप्रदेश निजी विश्वविद्यालय विनियामक आयोग, मध्यप्रदेश भोपाल।
8. निज सहायक, कुलपति, समस्त पारंपरिक एवं निजी विश्वविद्यालय मध्यप्रदेश।
9. समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
10. प्राचार्य, समस्त अग्रणी महाविद्यालय, मध्यप्रदेश।
11. कुलसचिव, समस्त पारंपरिक/निजी/दूरस्थ विश्वविद्यालय, मध्यप्रदेश।
12. प्राचार्य, समस्त शासकीय/स्वशासी/अनुदान प्राप्त अशासकीय/अशासकीय महाविद्यालय, मध्यप्रदेश।
13. वि.क.अ. आई.टी. शाखा, उच्च शिक्षा संचालनालय, सतपुड़ा भवन, भोपाल मध्यप्रदेश।
.....की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

अवर सचिव

मध्यप्रदेश शासन, उच्च शिक्षा विभाग

परिशिष्ट - एक

ओपन बुक पद्धति से परीक्षाओं का आयोजन
नियमित विद्यार्थियों के लिए गणना पद्धति का प्रारूप
सत्र 2020-21 में स्नातक प्रथम वर्ष

पूर्णांक/ प्राप्तांक	प्रथम प्रश्न पत्र			द्वितीय प्रश्न पत्र			कुल प्राप्तांक (4) एवं (7) का योग
	ओपन बुक परीक्षा	आन्तरिक मूल्यांकन	योग	ओपन बुक परीक्षा	आन्तरिक मूल्यांकन	योग	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
पूर्णांक (अ)	40	10	50	40	10	50	100
प्राप्तांक (उदाहरण - ब)	30	6	36	32	6	38	74



ओपन बुक पद्धति से परीक्षाओं का आयोजन
नियमित विद्यार्थियों के लिए गणना पद्धति का प्रारूप : सत्र 2020-21

सत्र 2019-20 में स्नातक प्रथम वर्ष के प्राप्तांक : प्रपत्र एक							
पूर्णांक/प्राप्तांक	प्रथम प्रश्न पत्र			द्वितीय प्रश्न पत्र			कुल प्राप्तांक (4) एवं (7) का योग
	प्रथम वर्ष के प्राप्तांक	आन्तरिक मूल्यांकन	योग	प्रथम वर्ष के प्राप्तांक	आन्तरिक मूल्यांकन	योग	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
पूर्णांक (अ)	40	10	50	40	10	50	100
प्राप्तांक (उदाहरण - ब)	30	8	38	28	6	34	72

सत्र 2020-21 में स्नातक द्वितीय वर्ष : ओपन बुक पद्धति : प्रपत्र दो							
पूर्णांक/प्राप्तांक	प्रथम प्रश्न पत्र			द्वितीय प्रश्न पत्र			कुल प्राप्तांक (4) एवं (7) का योग
	ओपन बुक	आन्तरिक मूल्यांकन	योग	ओपन बुक	आन्तरिक मूल्यांकन	योग	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
पूर्णांक (अ)	40	10	50	40	10	50	100
प्राप्तांक (उदाहरण - ब)	32	8	40	34	7	41	81

सत्र 2020-21 के लिए द्वितीय वर्ष का परीक्षा परिणाम : प्रपत्र तीन				
क्रमांक	पूर्णांक/प्राप्तांक	प्रथम प्रश्न पत्र	द्वितीय प्रश्न पत्र	कुल प्राप्तांक
(1)	(2)	(3)	(4)	(5)
1	प्रथम वर्ष के प्राप्तांक (सत्र 2019-20)	19 (प्रपत्र एक के 4 'ब' का 50 %)	17 (प्रपत्र एक के 7 'ब' का 50 %)	3 एवं 4 का योग
2	द्वितीय वर्ष के प्राप्तांक (ओपन बुक परीक्षा : सत्र 2020-21)	20 (प्रपत्र दो के 4 'ब' का 50 %)	20.5 (प्रपत्र दो के 7 'ब' का 50 %)	
	सत्र 2020-21 के लिए कुल प्राप्तांक	39	37.5 = 38	77

ओपन बुक पद्धति से परीक्षाओं का आयोजन

नियमित विद्यार्थियों के लिए गणना पद्धति का प्रारूप : सत्र 2020-21

स्नातकोत्तर द्वितीय सेमेस्टर									
पूर्णांक/प्राप्तांक	ओपन बुक परीक्षा के पूर्णांक/प्राप्तांक का विवरण				प्रथम सेमेस्टर के पूर्णांक/प्राप्तांक का विवरण				प्राप्तांकों का योग
	प्रश्न पत्र का प्राप्तांक	आंतरिक मूल्यांकन	कुल	प्राप्तांकों का 50%	प्रश्न पत्र का प्राप्तांक	आंतरिक मूल्यांकन	कुल	प्राप्तांकों का 50%	(5 - ब) एवं (9 - ब) का योग
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
पूर्णांक (अ)	85	15	100		85	15	100		100
प्राप्तांक (उदाहरण - ब)	74	12	84	43	60	10	70	35	78

नोट : 1. सत्र 2020-21 में स्नातक एवं स्नातकोत्तर स्तर पर प्रायोगिक विषय के प्राप्तांकों को शामिल कर परीक्षा परिणाम घोषित किया जाए।

2. स्नातक प्रथम एवं द्वितीय वर्ष तथा स्नातकोत्तर द्वितीय सेमेस्टर के स्वाध्यायी परीक्षार्थियों के परीक्षा परिणाम की घोषणा शासनादेश की कण्डिका 'द' (ii, iv एवं vi) के आधार पर की जाएगी।



कार्यालय आयुक्त, उच्च शिक्षा, मध्यप्रदेश
सतपुड़ा भवन, भोपाल-462004

क्रमांक: 500/142/आउशि/शा-5'अ'/2021
प्रति,

भोपाल, दिनांक 07-04-21

1. कुलसचिव,
समस्त पारंपरिक/निजी/दूरस्थ विश्वविद्यालय, मध्यप्रदेश।
2. प्राचार्य,
समस्त शासकीय/स्वशासी/अनुदान प्राप्त अशासकीय/अशासकीय महाविद्यालय,
मध्यप्रदेश।

विषय- सत्र 2020-21 की प्रायोगिक परीक्षाओं के संबंध में निर्देश।

- संदर्भ- (1) मध्यप्रदेश शासन, उच्च शिक्षा विभाग, वल्लभ भवन, मंत्रालय का आदेश क्रमांक 147/188/2020/38-3, भोपाल, दिनांक 01.02.2021
- (2) मध्यप्रदेश शासन, उच्च शिक्षा, वल्लभ भवन, मंत्रालय का आदेश क्रमांक 528/605/2021/38-3, भोपाल, दिनांक 31.03.2021

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उपरोक्त विषय के संदर्भ में सत्र 2020-21 की विश्वविद्यालयीन परीक्षाओं के अन्तर्गत स्नातक स्तर पर समस्त प्रायोगिक परीक्षा मार्च-2021 तक आयोजित किए जाने के निर्देश जारी किए गए हैं। संदर्भित आदेश क्रमांक 02 के बिन्दु क्रमांक 3 के परिप्रेक्ष्य में सत्र 2020-21 में प्रायोगिक परीक्षा के आधार पर अंक दर्ज किया जाने है।

यह तथ्य संज्ञान में आया है कि कतिपय विश्वविद्यालय के क्षेत्राधिकार के महाविद्यालय में प्रायोगिक परीक्षाएँ सम्पन्न नहीं हुई हैं। वर्तमान समय में कोरोना (कोविड-19) संक्रमण को दृष्टिगत रखते हुए प्रायोगिक परीक्षाओं का आयोजन स्थगित रखा जाए।

संदर्भित आदेश क्रमांक 02 में उल्लेखित स्नातक/स्नातकोत्तर स्तर की परीक्षाओं के आयोजन के पश्चात् शेष प्रायोगिक परीक्षा का शीघ्र आयोजन किया जाए तथा निर्धारित समय सीमा में विश्वविद्यालयों को अंक प्रेषित करना सुनिश्चित करेंगे।

(प्रशासकीय विभाग द्वारा अनुमोदित)

(डॉ० धीरेन्द्र शुक्ल)

विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा मध्यप्रदेश भोपाल
भोपाल, दिनांक 07-04-21

क्रमांक: 50/142/आउशि/शा-5'अ'/2021
प्रतिलिपि:

1. प्रमुख सचिव, माननीय राज्यपाल, राजभवन सचिवालय, मध्यप्रदेश भोपाल।
 2. उप सचिव, मुख्यमंत्री, मुख्यमंत्री कार्यालय, मंत्रालय, मध्यप्रदेश भोपाल।
 3. निज सहायक, माननीय मंत्री जी, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
 4. प्रमुख सचिव के स्टाफ आफीसर, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
 5. आयुक्त, उच्च शिक्षा संचालनालय, सतपुड़ा भवन मध्यप्रदेश भोपाल।
 6. उप सचिव, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
 7. अध्यक्ष, मध्यप्रदेश निजी विश्वविद्यालय विनियामक आयोग, मध्यप्रदेश भोपाल।
 8. निज सहायक, कुलपति, समस्त पारंपरिक एवं निजी विश्वविद्यालय मध्यप्रदेश।
 9. समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
 10. प्राचार्य, समस्त अग्रणी महाविद्यालय, मध्यप्रदेश।
 11. वि.क.अ. आई.टी. शाखा, उच्च शिक्षा संचालनालय, सतपुड़ा भवन, भोपाल मध्यप्रदेश।
-की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

कार्यालय आयुक्त, उच्च शिक्षा, मध्यप्रदेश
सतपुड़ा भवन, भोपाल-462004

क्रमांक: 589/142/आउशि/शा-5'अ'/2021

भोपाल, दिनांक 04/05/2021

प्रति,

1. कुलसचिव,
समस्त पारंपरिक/निजी/दूरस्थ विश्वविद्यालय, मध्यप्रदेश।
2. प्राचार्य,
समस्त शासकीय/स्वशासी/अनुदान प्राप्त अशासकीय/अशासकीय महाविद्यालय,
मध्यप्रदेश।

विषय- कोविड-19 के संक्रमण के परिप्रेक्ष्य में विश्वविद्यालयीन परीक्षाओं को ओपन बुक पद्धति से आयोजित करने के निर्देश।

संदर्भ- उच्च शिक्षा विभाग, मंत्रालय का आदेश क्रमांक 528/605/2021/38-3, भोपाल, दिनांक 31.03.2021

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उपरोक्त विषय के संदर्भ में कोविड-19 के संक्रमण को दृष्टिगत रखते हुए निर्देशित किया जाता है कि स्नातक प्रथम, द्वितीय तथा अंतिम वर्ष/स्नातकोत्तर, द्वितीय तथा चतुर्थ सेमेस्टर की समस्त परीक्षाएं ओपन बुक पद्धति से आयोजित की जाएंगी।

2. स्नातक अंतिम वर्ष/स्नातकोत्तर चतुर्थ सेमेस्टर की परीक्षाएं जून 2021 में आयोजित की जाएंगी तथा परीक्षा परिणाम जुलाई 2021 में घोषित किया जाएगा।
3. स्नातक प्रथम वर्ष, द्वितीय वर्ष तथा स्नातकोत्तर द्वितीय सेमेस्टर की परीक्षाएं जुलाई 2021 में आयोजित की जाएंगी तथा परीक्षा परिणाम अगस्त 2021 में घोषित किया जाएगा।
4. स्नातक एवं स्नातकोत्तर स्तर पर शेष प्रायोगिक परीक्षाएं ओपन बुक परीक्षा की समाप्ति के पश्चात् आयोजित की जाएंगी।

संदर्भित आदेश के बिन्दु क्रमांक 06 में स्नातक अंतिम वर्ष एवं स्नातकोत्तर चतुर्थ सेमेस्टर को भी शामिल किया जाता है। अन्य निर्देश यथावत रहेंगे।

(प्रशासकीय विभाग द्वारा अनुमोदित)

(डॉ० धीरेन्द्र शुक्ल)

विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा मध्यप्रदेश भोपाल

क्रमांक: 590/142/आउशि/शा-5'अ'/2021

भोपाल, दिनांक 04/05/2021

प्रतिलिपि:

1. निज सहायक, माननीय मंत्री जी, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
 2. निज सहायक, मुख्यसचिव, मध्यप्रदेश शासन।
 3. निज सहायक, प्रमुख सचिव, मुख्यमंत्री कार्यालय, मध्यप्रदेश शासन।
 4. प्रमुख सचिव के स्टाफ आफीसर, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
 5. निज सहायक, अपर आयुक्त, उच्च शिक्षा संचालनालय, सतपुड़ा भवन मध्यप्रदेश भोपाल।
 6. निज सहायक, कुलपति समस्त विश्वविद्यालय, मध्यप्रदेश।
 7. अध्यक्ष, निजी विश्वविद्यालय आयोग, मध्यप्रदेश।
 8. समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
 9. वि.क.अ. आई.टी. शाखा, उच्च शिक्षा संचालनालय, सतपुड़ा भवन, भोपाल मध्यप्रदेश।
-की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

Registrar
Amity University Madhya Pradesh
Gwalior

विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा मध्यप्रदेश भोपाल

कार्यालय आयुक्त, उच्च शिक्षा, मध्यप्रदेश
सतपुड़ा भवन, भोपाल-462004

क्रमांक: 663/142/आउशि/शा-5'अ'/2021

भोपाल, दिनांक 31/05/2021

प्रति,

1. कुलसचिव,
समस्त पारंपरिक/निजी/दूरस्थ विश्वविद्यालय, मध्यप्रदेश।
2. प्राचार्य,
समस्त शासकीय/स्वशासी/अनुदान प्राप्त अशासकीय/अशासकीय महाविद्यालय,
मध्यप्रदेश।

विषय- कोविड-19 के संक्रमण के परिप्रेक्ष्य में विश्वविद्यालयीन परीक्षाओं को ओपन बुक पद्धति से आयोजित करने के निर्देश।

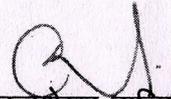
- संदर्भ- 1. उच्च शिक्षा विभाग, मंत्रालय का आदेश क्रमांक 528/605/2021/38-3, भोपाल, दिनांक 31.03.2021
2. कार्यालयीन पत्र क्रमांक 589/142/आउशि/शा-5'अ'/2021, दिनांक 04.05.2021

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उपरोक्त विषय के संदर्भ में कोविड-19 के संक्रमण को दृष्टिगत रखते हुए स्नातक/स्नातकोत्तर स्तर की समस्त परीक्षाएं ओपन बुक पद्धति से आयोजित करने के निर्देश जारी किये गये हैं।

2. स्नातक/स्नातकोत्तर की ओपन बुक पद्धति परीक्षा 2020-21 में शामिल हो रहे समस्त नियमित/स्वाध्यायी परीक्षार्थी विश्वविद्यालयवार वेबसाईट पर प्रश्न पत्र अपलोड होने के पूर्व तक बिना विलम्ब शुल्क के ऑनलाईन परीक्षा फार्म जमा कर सकेंगे। परीक्षा फार्म/शुल्क की रसीद उत्तर-पुस्तिका के साथ संबंधित परीक्षा केन्द्र में जमा करेंगे।
3. संबंधित विश्वविद्यालय द्वारा निर्धारित वेबसाईट पर प्रश्न पत्र उपलब्ध कराये जायेंगे। परीक्षार्थी वेबसाईट से प्रश्नपत्र डाउनलोड कर प्रश्न पत्र हल करेंगे। विस्तृत दिशा निर्देश संबंधित विश्वविद्यालयों द्वारा जारी किए जायेंगे।
4. स्नातक/स्नातकोत्तर स्तर पर समस्त प्रायोगिक विषयों के लिए महाविद्यालय स्तर से सेशनल के प्रश्नों को नियमित एवं स्वाध्यायी परीक्षार्थियों के लिये प्रेषित करते हुए ओपन बुक पद्धति उत्तरपुस्तिकायें प्राप्त कर मूल्यांकन उपरांत प्राप्तांकों को गुणानुकृत करते हुए संबंधित विश्वविद्यालय को प्राप्तांक प्रेषित किया जाए।
5. ऐसे परीक्षार्थी जो आंतरिक मूल्यांकन में शामिल नहीं हुए हैं, उनके आंतरिक मूल्यांकन ओपन बुक पद्धति के माध्यम से प्राप्त किए जाए।
6. स्नातक अंतिम वर्ष/स्नातकोत्तर चतुर्थ सेमेस्टर की ऐसे परीक्षार्थी जिन्होंने प्रोजेक्ट अथवा असाइनमेंट जमा नहीं किया है उनके प्रोजेक्ट अथवा असाइनमेंट ओपन बुक पद्धति से स्वीकार किया जाए।
7. ओपन बुक परीक्षा की उत्तरपुस्तिका का मूल्यांकन संबंधी कार्य निर्धारित समय-सीमा में जिला स्तर पर प्राचार्य, समस्त शासकीय अग्रणी महाविद्यालय द्वारा सुनिश्चित कराया जाए। कुलसचिव समस्त विश्वविद्यालय उत्तरपुस्तिका संग्रहण/मूल्यांकन में होने वाले व्यय की राशि अग्रिम के रूप में संबंधित प्राचार्य, शासकीय अग्रणी महाविद्यालय को प्रेषित करेंगे।

(प्रशासकीय विभाग द्वारा अनुमोदित)


(चन्द्रशेखर वालिम्बे)
अपर आयुक्त
उच्च शिक्षा मध्यप्रदेश.

//2//

क्रमांक: 664/ 142/आउशि/शा-5'अ'/2021

भोपाल, दिनांक 31/05/2021

प्रतिलिपि:

1. निज सहायक, माननीय मंत्री जी, उच्च शिक्षा विभाग, मंत्रालय, भोपाल, मध्यप्रदेश।
2. निज सहायक, मुख्यसचिव, मध्यप्रदेश शासन, भोपाल, मध्यप्रदेश।
3. निज सहायक, प्रमुख सचिव, मुख्यमंत्री कार्यालय, मध्यप्रदेश शासन, भोपाल, मध्यप्रदेश।
4. स्टाफ आफीसर, प्रमुख सचिव, उच्च शिक्षा विभाग, मंत्रालय, भोपाल, मध्यप्रदेश।
5. निज सहायक, कुलपति समस्त विश्वविद्यालय, भोपाल, मध्यप्रदेश।
6. अध्यक्ष, निजी विश्वविद्यालय आयोग, भोपाल, मध्यप्रदेश।
7. समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
8. वि.क.अ. आई.टी. शाखा, उच्च शिक्षा संचालनालय, सतपुड़ा भवन, भोपाल मध्यप्रदेश।

.....की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

अपर आयुक्त
उच्च शिक्षा मध्यप्रदेश.


वास्तुकला परिषद्
Council of Architecture

वास्तुविद् अधिनियम, 1972 के अंतर्गत भारत सरकार का एक स्वायत्त सांविधिक निकाय
 (An Autonomous Statutory Body of Govt. of India, under the Architects Act, 1972)

Ref. No.CA/5/Academic/2021/Circular
 May 05, 2021

ADVISORY FOR COMPUTATION OF MARKS FOR INSTITUTIONS OFFERING 5-YEAR BACHELOR OF ARCHITECTURE (B.ARCH.) DEGREE COURSE IN THE COUNTRY

To,

1. TO ALL SECRETARIES OF HIGHER/TECHNICAL EDUCATION IN STATES/ UTS OF INDIA
2. TO ALL DIRECTORS OF TECHNICAL EDUCATION IN STATES/UTS OF INDIA
3. TO ALL THE VICE-CHANCELLORS & REGISTRARS UNIVERSITIES AWARDING B.ARCH./M.ARCH. DEGREE IN THE COUNTRY
4. TO ALL THE HEADS OF ARCHITECTURAL INSTITUTIONS IMPARTING RECOGNIZED ARCHITECTURAL QUALIFICATIONS IN THE COUNTRY

Dear Sir/Madam,

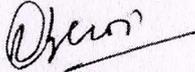
I am directed to invite your kind attention to an Advisory issued by President, Council of Architecture, vide letter dated July 22, 2020, for computation of marks for institutions offering 5-year Bachelor of Architecture (B.Arch.) degree course in the country, in the interest of B.Arch. students in wake of pandemic COVID-19 for the academic session 2019-2020. A copy of the same is attached below.

Due to the severity of the second wave of Covid-19 and subsequent lockdowns enforced at various parts of the country, the competent authority of the Council of Architecture has decided to revalidate the said Advisory for computation of marks for institutions offering 5-year Bachelor of Architecture (B.Arch.) degree course in the country for academic session 2020-21 as well.

In view of the above, all the universities, institutions and competent authorities are advised to follow the said Advisory for the academic session 2020-21, in letter and spirit, in the interest of the B.Arch. students and Architectural Education in general.

Thanking you,

Yours faithfully,



R.K.Oberoi
 Registrar

Encl. : as above.

India Habitat Centre, Core - 6A, 1st Floor, Lodhi Road, New Delhi - 110003 India
 Phone : +91-11-49412100 (30 Lines), Fax : +91-11-24647746, Web : www.coa.gov.in



वास्तुकला परिषद्
Council of Architecture

वास्तुविद अधिनियम, 1972 के अंतर्गत भारत सरकार का एक स्वायत्त सांविधिक निकाय
(An Autonomous Statutory Body of Govt. of India, under the Architects Act, 1972)

AR. HABEEB KHAN
PRESIDENT

Ref.No.CA/01/2020
July 22, 2020

ADVISORY FOR COMPUTATION OF MARKS FOR INSTITUTIONS
OFFERING B.ARCH DEGREE COURSE

To,

All Chief Secretaries & Director-Technical education of all state governments, Director Higher Technical Education, MHRD, Universities Vice Chancellors, Registrars, Controller of Examination, Heads of Architectural institutes and their Managements.

The onslaught of the pandemic is still unabated and we are facing unprecedented times. In view of the emergency like situation which has affected the normal course of academics, Council issues this advisory to clear confusion of computation methodology and arrive at a uniform process for assessment in all institutes offering B.Arch degree course, across India.

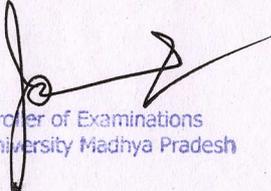
1. ASSESSMENT/JURIES/EXAMS: FOR ALL SEMESTERS (EXCEPT FINAL SEMESTER)

Most of the institutes and universities have either completed their internal assessment and we're waiting for the semester end examinations, as the case may be. However, due to this extraordinary situation due to COVID-19 the semester end examinations could not be conducted. In such a situation, the results have to be computed and declared so that students can move ahead without uncertainty. In view of the COVID-19 pandemic and as a onetime measure, the Council is issuing the following advisory which has to be followed in probable situations which are likely to be there depending on the University or as the case may be:

A. OPTION 1:

Usually there are two components- Internal and external (University examination) and the passing is decided on combined or individual passing basis. The percentages amongst the two vary from 30-70 to 50-50.

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Controller of Examinations
Amity University Madhya Pradesh



Registrar
Amity University Madhya Pradesh
Gwalior



-2-

It is advised that since the external examination (University end) could not be conducted following should be the recommendatory method:

Internal assessment should be increased to 60%. The external examination component should be not more than 40%. The external component should be calculated on the basis of all previous semester aggregate score. For example, if marks of a 4th semester student are to be computed and his previous semester aggregate score is 76%, 70%, and 65% in the previous semesters his average score to be treated as external examination component would be 70.33%. This is applicable to those students who have failed in any subject in any previous semester as well. For example, a 4th semester student has not cleared one subject and has 30% marks in that particular subject and an aggregate of 45% in that semester and 55 and 60% aggregate marks in other two semesters, his aggregate to be considered for the external examination component would be 53.33%.

For the internal component the University/institute can have their own methodology to arrive at an evaluation which could consist of already conducted unit tests, faculty evaluation, assignments etc. and in consonance with Minimum standards of architectural education prescribed by the council.

B. OPTION 2:

University/Institute should encourage online assessment through assignments and juries for both Internal and external component and the students may be given an option to opt for either of the methods. For the viva-voce, juries, design and studio subject reviews, few online platforms are available and the institute is encouraged to select the most suitable one and are requested to buy an official version to address security concerns. These should be used keeping in mind the mandatory GOI protocols that have been issued.

GENERAL:

1. In the eventuality of the Option 2 not available or feasible, then Option 1 should be followed.
2. All Universities/institutes should send the methodology being followed in their respective formats supplied by the Council when asked for. This will be crucial in providing approval for subsequent registration of graduating students, with the council.

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3. Online access/facility: In case of Option 2, there may be a possibility of restricted access to the internet, reduced bandwidth or other technical problems, especially in rural and other areas. The Institutions are requested to keep this in mind and arrive at a mutually convenient and acceptable framework. However, providing of internet & communication service is not affected by lockdown and the students be given reasonable time to source the same. This should be incorporated on reasonable basis. The student could be given a choice to opt for any of the options. Both the options should be acceptable and assorted choice(s) in a semester should be acceptable. Meaning thereby that in one semester some students may opt for option 1 and some for option 2.

2. ASSESSMENT FOR FINAL SEMESTER:

In an advisory issued by the Council on 22.4.2020, the methodology was made clear and is reproduced here for ready reference:

"All the viva-voce, juries, thesis reviews and final jury should be done on-line and on time. Few online platforms are available and the institute is encouraged to select the most suitable one and are requested to buy an official version to address security concerns by the institutes. These should be used keeping in mind the mandatory GOI protocols that have been issued.

The scanned report/ portfolio/ thesis design/ thesis reports/concept notes in Acrobat (.pdf) may be uploaded on special online drives created by the institute, which may be downloaded and shared with the jury beforehand, for their perusal. This will take care of the submission time and presence.

The jury can meet on any of the platforms by connecting through the links provided to them, where the students can present their portfolio or design and interact with the jury. As a standard protocol time of starting the jury could be conveyed to the students beforehand. A minimum time of 30-40 minutes may be given to each student. The jury should be monitored by the respective incharge and internal juror. The time and duration of the jury should be recorded and conveyed to the student with his/her confirmation and also sent to the university along with assessment marks/report as confirmation of the jury completion. Institutes are encouraged to record the jury for internal purposes and pre-empting any disputes.

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The mark sheet in excel or word format can be mailed to the jury before hand, which they can fill and mail back through their personal/ official mail. A meeting of the jury and thesis incharge/ internal jury member, for discussing the proceedings of the day or the entire jury process shall be facilitated and recorded. If possible the jury members should be encouraged to read out the marks, already sent by them and the whole process be recorded.

Honorarium to the jury members may be transferred through on-line banking."

Thesis/Dissertation is a very important step in learning to become an architect. Above methodology may be followed for end semester Thesis/Dissertation evaluation. There are few Universities wherein apart from Thesis/Dissertation, there are few theory subjects in the final semester. It is advised to follow the Option1/2 given herein above for the same. Also there are Universities where Thesis is not in the end semester. In such a situation option 1/2 may be followed.

UGC and other Competent Authorities have also issued similar guidelines on conduct of examinations. However, as per SC judgement in CA.No.364 of 2005 dated 8.11.2019, Council of Architecture is the final authority and sole regulator for architectural education in India.

There has been lot of confusion and delay in this process of computation of marks. For clarity and to avoid confusion amongst architectural institutes, Council is issuing this advisory which shall be an acceptable method of assessment.

All Universities and Institutions, Competent Authorities are advised to follow the above in letter and spirit, without compromising the quality of education and standards of our future architects and larger goal of architectural education in our country.

Needless to mention that all have to ensure utmost care and safety of the students, faculty and staff and follow all safety protocols issued by Competent Authorities from time to time.

HABEEB KHAN

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Controller of Examinations
Amity University Madhya Pradesh

Registrar
Amity University Madhya Pradesh
Gwalior



AMITY UNIVERSITY

MADHYA PRADESH

(Established by Ritman and Balved Education Foundation)

AUMP/ED/ONLINE/2020/

19 Jun 2020

POLICY GUIDELINES FOR SETTING OF ONLINE QUESTION PAPERS

CONDUCT OF EVEN SEMESTER EXAMINATION JUN / JUL 2020

1.0 Short Title, Application and Commencement

- 1.1 These Guidelines may be called Amity University Madhya Pradesh Online Examination Policy Guidelines.
- 1.2 These Guidelines shall apply to all the Faculty Members of Amity University Madhya Pradesh from the date of notification.

2.0 Objective

- 2.1 The objective of these Guidelines is to formulate an online question paper policy of Amity University Madhya Pradesh.

3.0 Preamble

In the light of changing global economic scenario and the mission of the University, Online examinations are the future of education. The package of reach - ability, scalability, and security makes online examination the most desirable. Keeping in view, the safety and security of the students along with compliance with the Governmental orders; AUMP shall be conducting Even Semester Jun-Jul 2020 Examinations in remote / Online Mode.

4.0 Definition

Online examination, as the name suggests uses the internet facility to conduct tests/ assessments, where the candidates are evaluated on a fully automated platform. It supports an easy to use interface for not only the test takers but also the conductors. In addition, the ability to generate immediate results is a sought-after feature that saves time.

5.0 Introduction

Instructions of setting of question papers is outlined in the Regulations **R3/ APR 2019** of Conduct of Examinations, Scheme of Evaluation and Discipline among Students in Examinations, **Para,s 25 & 26** pertaining to "Paper Setting" & "Setting of Question Paper".

The Duration of the online question paper for theory examinations of any program shall depend upon the associated credit units and weightage defined in the course curriculum of the said programme.

The course curriculum of each course shall have 4 to 6 well-defined modules along with a topic-wise breakdown. The modules shall be numbered. The online question papers for the End Semester Examinations shall be set in such a manner so as to ensure that they cover the entire Course Curriculum as per the weightage of the modules of the concerned course unit. The online questions should be framed in such a way that the Learning Outcomes of the course are assessed properly.

The tests and examinations shall aim at evaluating not only the student's ability to recall information, which student had memorized, but also their understanding of the course, ability to apply the concepts in real life situations, analyze, evaluate and create information into a meaningful whole. The question paper would test the various levels of cognitive learning as per Bloom's Taxonomy.

Some of the questions shall be analytical / applied and invite original thinking or application of theory.

The paper setters should give wider choice to the students for answering questions, by providing alternate questions in each of the sections of the question paper. The total option in a question paper should not be more than 30% of the total marks assigned to a question paper.

6. Structure and Marks of Question Papers:

The online question paper of end semester examination may be of 60/70 marks and may have two modes as follows:

- a) Mode 1: Only Multiple-Choice Questions (MCQ)
- b) Mode 2: Only Open Book Examination (OBE)

MODE 1: Only MCQ

Students shall mark his/her choice for MCQs on the system itself.

Duration: The total duration of the MCQ examination shall be of 1 / 2 hours.

Maximum Marks 70			
Type of Courses	A Knowledge understanding	& B Apply & Analyze	C Evaluate & Create
Theory	30 Marks 30 questions of 01 mark each	20 Marks 10 questions of 02 marks each.	20 marks 10 questions of 2 marks each
Numerical/Mathematical	30 Marks 15 questions of 02 marks each	20 Marks 10 questions of 02 marks each.	20 marks 5 questions of 4 marks each
Hybrid (Theory+Numerical)	30 Marks 20 questions of 1.5 marks each	20 Marks 10 questions of 02 marks each.	20 marks 8 questions of 2.5 marks each
Maximum Marks 60			
Type of Courses	A Knowledge understanding	B Apply & Analyze	C Evaluate & Create
Theory	24 Marks 24 questions of 01 mark each	20 Marks 10 questions of 02 marks each.	16 marks 8 questions of 2 marks each
Numerical/Mathematical	24 Marks 12 questions of 02 marks each	20 Marks 10 questions of 02 marks each.	16 marks 4 questions of 4 marks each

Hybrid (Theory+Numerical)	24 Marks 16 questions of 1.5 marks each	20 Marks 10 questions of 02 marks each.	16 marks 8 questions of 2 marks each
Maximum Marks 50			
Type of Courses	A Knowledge understanding	B Apply & Analyze	C Evaluate & Create
Theory	20 Marks 20 questions of 01 mark each	16 Marks 8 questions of 02 marks each.	14 marks 7 questions of 2 marks each
Numerical/Mathematical	20 Marks 10 questions of 02 marks each	16 Marks 8 questions of 02 marks each.	14 marks 4 questions of 3.5 marks each
Hybrid (Theory+Numerical)	20 Marks 20 questions of 01 marks each	16 Marks 8 questions of 02 marks each.	14 marks 4 questions of 3.5 marks each

Each MCQ in section A and C will have 2 to 5 choices with one correct answer.

Section B will have 5 options with relative correct answer as under:

Answer can be

- Wrong
- 25% correct,
- 50% Correct
- 75% correct
- 100 % Correct

Marks will be 0, 25%, 50%, 75% and 100% respectively.

MODE 2: Only Open Book Examination (OBE)

The Open Book Examination is an assessment method designed in a way that allows students to refer to either class notes, textbooks, or other material while answering questions. When used properly, it will be pointless for students taking the open book examinations to consult any material they have brought, because the questions will be designed in such a way that the answers will not be found in the textbooks, handouts or class notes.

The main premise for open book exams is that teachers can devise questions that require students to answer in more critical and analytical ways thus encouraging high-order thinking skills in their students; as compared to closed book or traditional exams that tend to encourage rote learning and more superficial application of knowledge.

- a) The written exam of subjective questions will be conducted through AMIZONE/MS Teams platform.
- b) Student can attempt questions and upload the scanned answer sheet in stipulated time frame.

Duration:

The total duration of the OBE shall be of 2 hours plus additional 20 minutes which will be utilized for uploading the scanned images of answer sheets after completion of the examinations

A	B	C Evaluate & Create
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Maximum Marks	SECTION A (42 Marks)		SECTION B (28 Marks)	
	Bloom's Learning Level <ul style="list-style-type: none"> • Knowledge • understanding, • Apply & • Analyze 		Bloom's Learning Level <ul style="list-style-type: none"> • Evaluate • Create 	
70	No. of Problem/Case Study	Number of questions on each case study	No. of Problem/Case Study	Number of questions on case study
	3	Each problem will have 2 questions of 7 marks each.	2	Each problem will have 2 questions of 7 marks each.
60	SECTION A (36 Marks)		SECTION B (24 Marks)	
	3	Each problem will have 2 questions of 6 marks each	2	Each problem will have 2 questions of 6 marks each.
50	SECTION A (30 Marks)		SECTION B (20 Marks)	
	3	Each problem will have 2 questions of 5 marks each	2	Each problem will have 2 questions of 5 marks each.

Questions papers for Open Book Exams need to be devised to assess student's ability of interpretation and application of knowledge, comprehension skills, and critical thinking skills rather than only knowledge recall.

Type of Questions:

- a) Questions paper setter should prepare case-based questions that require students to apply critical reasoning skills in response to the question.
- b) Structure content or topic questions in a way that tests for an ability to apply, analyse, synthesize, interpret evaluate, create, etc.
- c) Questions paper setter should design questions and overall exam paper with the learning outcomes in mind i.e. what skills and knowledge are you assessing?
- d) Questions may be essay-style questions or involve problem solving or delivering solutions. The style of question depends on the particular domain setting the exam.
For example, in Law, the questions may set up a hypothetical fact situation that students need to discuss
- e) The questions should not have been discussed at any time in the class or in the tutorial/assignment/test. They should be formulated in such a way that students can demonstrate that they have read, digested, and understood the material and have the ability to apply what they have learnt.
- f) The question should not be easily available in any book or online.

7. Timeline and Responsibility

- 7.1 HOI will designate a senior faculty member/s, out of the group of faculty members who are teaching the course in the concerned semester and will recommend him/her online for setting of question papers of that course for approval of competent authority.
- 7.2 CoE will prepare the list of Moderation Boards and get it approved by the competent authority. Process of moderation of question papers by the Moderation Board will be carried out online.
- 7.3 The question papers approved by the Chairperson of Moderation Board will be randomly selected by CoE for conduct of examination.

Answer Key

The paper setters will provide the answer key for MCQ.

Marking Scheme:

The marking for the MCQ type is of two types depending on the options:

- a) Absolute: Only one option is correct.
- b) Relative: Multiple options are correct
- a) **Absolute Marking:** (only one correct answer)

Q1. If x distance is covered at y speed and half of this distance is covered in double the time, then the ratio of the two speeds is:

- A) 2 : 1
- B) 4 : 1
- C) 3 : 1
- D) 1 : 1

Correct Answer: Option B

For Choosing B only: 100% Marks

For choosing any of the Option A, C and D: 0 Marks

b) Relative Marking (Multiple Select)

Relative marking is a system of assessment where by Faculty members determine student marks by comparing them against the right option. Unlike the system of absolute marking, where a student's score absolute mark (full marks) on a given option (for example, 2/2). In relative marking students' marks fluctuate depending on the option that is right or near to the right.

Example :

In the option 1 it is only 25 %correct student will get (.25 or 25% marks of marks),in option2 it is only 50 %correct student will get (.50 or 50% of marks),option3 it is only 75 %correct student will get (.75 or 75%of the marks) option 4 it is 100 %correct student will get (full or 100% of the marks)and option 5 is zero as it is an incorrect answer.

Ms. Rosy has started working in a startup organization that will deals with organizing and managing events. This organization does not have a very diverse workforce. It has employees of almost similar backgrounds. They Her job will involve complex calculations and financial predictions with attention to details and accuracy being very important. Being an event company most of the employees have to be on site. Ms. Rosy will mostly be working alone and for long hours so ability to self-motivate and manage time is very importance. Socialization of Ms. Rosy with the other employees is not going to be much due to the fact that she would be working alone most of the times.

1. Which of the big 5 factors do you think she should possess so as to be effective in her job?

- A. She should be high on Conscientiousness as people who are conscientious are more aware of their actions and the consequences of their behavior than people who are unconscientious. They feel a sense of responsibility towards other and are generally careful to carry out the duties assigned to them. Conscientious individuals like to keep a tidy environment and are well-organized. They are keen to maintain good timekeeping.
- B. She should be high on the openness to experience dimension of personality as it is characterized by a willingness to try new activities. People with higher levels of openness are amenable to unconventional ideas and beliefs, including those which challenge their existing assumptions. They feel uncomfortable in unfamiliar situations and prefer familiar environments. Less open individuals value the safety of predictability, and like to adhere to well-known traditions and routines.
- C. She should be high on agreeableness as individuals who score highly on agreeableness measures are friendly and co-operative. Often considered more likeable by their peers and colleagues, agreeable people are trusting of others and are more altruistic, willing to help others during times of need. Their ability to work with others means that they often work well as members of a team. Agreeable people dislike being involved in arguments, conflict with others and other forms of confrontation. They seek to pacify and appease others, acting as the mediating 'peace-maker' of their group.
- D. She should be on the lower side of neuroticism as this personality dimension is measured on a continuum ranging from emotional stability to emotional instability. People with high neuroticism scores are often persistent worriers. They are more fearful and often feel anxious, over-thinking their problems and exaggerating their significance. Rather than seeing the positive in a situation, they may dwell on its negative aspects.
- E. She can be said on the higher side of Extraversion as she would enjoy meeting new people and is happy to introduce themselves to strangers, thriving in company of others.

Answer Key

- A- 2
- B- 1
- C- 0.5
- D- 1.5
- E- 0

The paper setter must ensure, whole syllabus is covered while setting the question papers for MCQ or OBE. Therefore, appropriate case study/Problem must be selected while designing the questions. The level of difficulty be such, which able to differentiate between excellent, good and average students.



POLICY GUIDELINES FOR SETTING OF VALUE ADDED COURSES (VAC) ON LINE QUESTION PAPERS

1.0 Short Title, Application and Commencement

- 1.1 These Guidelines may be called Amity University Madhya Pradesh Value Added Course (VAC) Online Examination Policy Guidelines.
- 1.2 **Value Addition courses (VAC)** applies to Behavioral Science, Business Communication, Communication skills, Foreign Business Language, Environmental Science and **Choice Based Credit System (CBCS)** imparted to all students of Amity University Madhya Pradesh.
- 1.3 These Guidelines shall apply to all the Faculty Members of Amity University Madhya Pradesh and its campuses from the date of notification.

2.0 Objective

- 2.1 The objective of these Guidelines is to formulate an online question paper policy of Amity University Madhya Pradesh.

3.0 Preamble

In the light of changing global economic scenario and the mission of the University, Online examinations are the future of education. With the advent of technology, the idea of pen & paper is slowly becoming redundant and will soon be wiped off for a better, newer advanced system of online testing. The package of reach - ability, scalability, and security makes online examination the most desirable.

4.0 Definition

Online examination, as the name suggests uses the internet to conduct tests/ assessments, where the candidates are evaluated on a fully automated platform. It supports an easy to use interface for not only the test takers but also the conductors. In addition, the ability to generate immediate results is a sought-after feature that saves time

5.0 Introduction

Instructions of setting of question papers is outlined in the Regulations 1 of Conduct of Examinations, Scheme of Evaluation and Discipline among Students in Examinations, Para 24 'Setting of Question Paper'.

The Duration of the online question paper for theory examinations of Behavioral Science, Communication Skills & Business Communication of any program shall be depending upon the associated credit unit, and weightage defined in the course curriculum of the said programme. **The question paper shall have 03 sections: Section A, Section B and Section C.**

The course curriculum of each course shall have 4 to 6 well-defined modules along with a topic-wise breakdown. The modules shall be numbered. The online question papers for the End Semester Examinations shall be set in such a manner so as to ensure that they cover the entire Course Curriculum as per the weightage of the modules of the concerned course unit. The online questions should be framed in such a way that the Student Learning Outcomes (SLOs) of the course are assessed properly.

The tests and examinations shall aim at evaluating not only the student's ability to recall information, which student had memorized, but also their understanding of the course, ability to apply the concepts in real life situations, analyze, evaluate and create information into a meaningful whole. The question paper would test the various levels of cognitive learning as per Bloom's Taxonomy.

Some of the questions shall be analytical / applied and invite original thinking or application of theory.

The paper setters should give wider choice to the students for answering questions, by providing alternate questions in each of the sections of the question paper. The total option in a question paper should not be more than 30% of the total marks assigned to a question paper.

6. Structure and Marks of Question Papers:

The online question paper of end semester examination may be of 70 marks and will have three sections that will consist of only objective type questions as per the following format:

VAC	Level	A Knowledge & understanding	B Apply & Analyze	C Evaluate & Create
Behavioural Science	UG	20 Marks 10 questions of 02 marks each	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each
	PG	20 Marks 10 questions of 02 marks each	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each
Communication Skills & Business Communication And Foreign Business Language	UG	20 Marks 10 questions of 02 marks each.	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each
	PG	20 Marks 10 questions of 02 marks each.	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each
Enviourmental Studies	UG	20 Marks 10 questions of 02 marks each.	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each
CBCS	UG	20 Marks 10 questions of 02 marks each.	30 Marks 15 questions of 02 marks each.	20 marks 10 questions of 02 marks each

Section A: The questions in this section will assess students' Knowledge & Understanding of concepts and framework. This section will have 11 multiple choice questions and the students have to attempt 10 questions as per instructions given in the question paper. Marks will be given as per the weightage given to the Section in overall marking scheme.

Section B: The questions in this section will test their ability to apply and analyze the concepts to a given situation or in a given context. This section will have 16 multiple choice questions for UG / PG students respectively. The students would be required to attempt 15 questions as per instructions given in the question paper.

Section C: This section will be compulsory without any choice and questions in this section may be based on a case study, a hypothetical problem or a situation seeking a possible solution(s), students' response to a situation based on general awareness of the broad discipline of study etc. The section would test the ability of the students to make judgement (evaluate) & to create a new point of view. This section will have 11 multiple choice questions for UG/PG students respectively. The students would be required to attempt 10 questions as per instructions given in the question paper. Marks will be given as per the weightage given to the Section in overall marking scheme.

The key points of questions for each section should be such that it clearly differentiates between excellent students, good students, average students and poor students. The questions shall be free from ambiguity and shall be structured with detailed marking scheme.

7. Timeline and Responsibility

7.1 HOI will designate a senior faculty member/s, out of the group of faculty members who are teaching the course in the concerned semester and will recommend him/her online for setting of question papers of that course for approval of competent authority.

7.2 Min. 03 sets of question papers will be uploaded on Amizone by the respective paper setter as per the deadline mentioned in Calendar of Examination Activities. However if number of paper setters is more than 1 then following scheme will be applicable.

S. No.	No. of Paper setters	No. of Sets
1	1	3
2	2	3 each
3	3	2 each
4	4	2+2+1+1

7.3 CoE will prepare the list of Moderation Boards and get it approved by the competent authority. Process of moderation of question papers by the Moderation Board will be carried out online.

7.4 The question papers approved by the Chairperson of Moderation Board will be randomly selected by CoE for conduct of examination.

Answer Key

The paper setter will provide the answer key.

ACADEMIC RESULT (2020 TO 2021)

S.No.	Institute/ Programme	Duration of Programme	No. of Candidates Appeared	Pass	Pass (%)	Fail	Fail (%)	Debar
Batch 2016								
1	ALS	B.A. LL.B. (H)	5	30	30	100.00%	-	-
2		B.B.A. LL.B. (H)	5	13	13	100.00%	-	-
3		B.Com. LL.B. (H)	5	3	3	100.00%	-	-
4	ASAP	B Arch	5	24	24	100.00%	-	-
Total			70	70	100.00%	-	-	-
Batch 2017								
5	AIB	B. Tech (Bio Tech)	4	14	14	100.00%	-	-
6	ALS	B.A. LL.B. (H)	5	29	29	100.00%	-	-
7		B.B.A. LL.B. (H)	5	10	10	100.00%	-	-
8		B.Com. LL.B. (H)	5	12	12	100.00%	-	-
9	ASAP	B Arch	5	4	4	100.00%	-	-
10		BID	4	7	7	100.00%	-	-
11	ASET	B. Tech (CSE)	4	91	91	100.00%	-	-
12		B. Tech (ECE)	4	3	3	100.00%	-	-
13		B. Tech (ME)	4	7	7	100.00%	-	-
14		B. Tech (Civil)	4	5	5	100.00%	-	-
15	ASFDT	B. Des. (FD)	4	13	13	100.00%	-	-
Total			195	195	100.00%	-	-	-
Batch 2018								
16	ABS	BBA	3	103	103	100.00%	-	-
17		B COM	3	64	64	100.00%	-	-
18	AIB	B. Tech (Bio Tech)	4	13	13	100.00%	-	-
19		B Sc (Bio Tech)	3	16	16	100.00%	-	-
20	AIBAS	BA (H) App Psy	3	9	9	100.00%	-	-
21	AIP	B Pharma	4	45	45	100.00%	-	-
22	ALS	B.A. LL.B. (H)	5	38	38	100.00%	-	-
23		B.B.A. LL.B. (H)	5	21	21	100.00%	-	-
24		B.Com. LL.B. (H)	5	7	7	100.00%	-	-
25	ASAP	B Arch	5	8	8	100.00%	-	-
26		BID	4	6	6	100.00%	-	-
27	ASCO	BA (JMC)	3	47	47	100.00%	-	-
28	ASET	B. Tech (CSE)	4	68	68	100.00%	-	-
29		B. Tech (CSE) CSAB	4	5	5	100.00%	-	-
30		B. Tech (ECE)	4	6	6	100.00%	-	-
31		B. Tech (Civil)	4	3	3	100.00%	-	-
32		BCA	3	9	9	100.00%	-	-
33	ASFDT	B. Des. (FD)	4	8	8	100.00%	-	-
Total			476	476	100.00%	-	-	-
Batch 2019								
34	ABS	MBA	2	28	28	100.00%	-	-
35		BBA	3	128	128	100.00%	-	-
36		B COM (H)	3	52	52	100.00%	-	-
37	AIB	M Tech (Bio Tech)	2	1	1	100.00%	-	-
38		M Sc (Bio Tech)	2	3	3	100.00%	-	-
39		B. Tech (Bio Tech)	4	9	9	100.00%	-	-
40		B Sc (H) Bio Tech	3	5	5	100.00%	-	-
41	AISS	BA (H) Pol Sci	3	25	25	100.00%	-	-
42	AIBAS	M Phill (Cli Psy)	2	8	8	100.00%	-	-
43		MA (Cli Psy)	2	8	8	100.00%	-	-
44		MA (App Psy)	2	7	7	100.00%	-	-
45		BA (H) App Psy	3	15	15	100.00%	-	-
46	AIP	B Pharma	4	54	54	100.00%	-	-
47	ALS	B.A. LL.B. (H)	5	61	61	100.00%	-	-
48		B.B.A. LL.B. (H)	5	38	38	100.00%	-	-

49		B.Com. LL.B. (H)	5	11	11	100.00%	-	-	-
50		LLB (H)	3	3	3	100.00%	-	-	-
51	ASAP	B Arch	5	7	7	100.00%	-	-	-
52		BID	3	7	7	100.00%	-	-	-
53	ASCO	MA (JMC)	2	7	7	100.00%	-	-	-
54		BA (JMC)	3	51	51	100.00%	-	-	-
55	ASET	B. Tech (CSE)	4	115	115	100.00%	-	-	-
56		B. Tech (ECE)	4	4	4	100.00%	-	-	-
57		B Tech (ME)	4	5	5	100.00%	-	-	-
58		B. Tech (Civil)	4	5	5	100.00%	-	-	-
59		BCA	3	16	16	100.00%	-	-	-
60	ASFDT	B. Des. (FD)	4	4	4	100.00%	-	-	-
Total				677	677	100.00%	-	-	-
Batch 2020									
61	ABS	MBA	2	17	17	100.00%	-	-	-
62		BBA	3	181	181	100.00%	-	-	-
63		B Com (H)	3	48	48	100.00%	-	-	-
64	AIB	B Sc & M Sc (BT) DD	5	3	3	100.00%	-	-	-
65		M Sc (Bio Tech)	2	13	13	100.00%	-	-	-
66		B. Tech (Bio Tech)	4	18	18	100.00%	-	-	-
67		B Sc (Bio Tech)	3	10	10	100.00%	-	-	-
68	AISS	BA (H) Pol Sci	3	24	24	100.00%	-	-	-
69		BA (H) History	3	6	6	100.00%	-	-	-
70	AIBAS	M Phill (CP)	2	8	8	100.00%	-	-	-
71		MA (Cli Psy)	2	11	11	100.00%	-	-	-
72		MA (App Psy)	2	3	3	100.00%	-	-	-
73		BA (H) App Psy	3	17	17	100.00%	-	-	-
74	AIP	B Pharma	4	57	57	100.00%	-	-	-
75	ALS	B.A. LL.B. (H)	5	58	58	100.00%	-	-	-
76		B.B.A. LL.B. (H)	5	57	56	98.25%	1	1.75%	-
77		B.Com. LL.B. (H)	5	4	4	100.00%	-	-	-
78		LLB (H)	3	10	10	100.00%	-	-	-
79		LLM	1	20	20	100.00%	-	-	-
80	ASAP	M Plan (U&RP)	2	2	2	100.00%	-	-	-
81		B Arch	4	5	5	100.00%	-	-	-
82		BID	3	11	11	100.00%	-	-	-
83	ASCO	MA (J&MC)	2	3	3	100.00%	-	-	-
84		BA (J&MC)	3	33	33	100.00%	-	-	-
85	ASET	M Tech (CSE)	2	3	3	100.00%	-	-	-
86		B. Tech (CSE)	4	176	176	100.00%	-	-	-
87		B Tech (IT)	4	8	8	100.00%	-	-	-
88		B. Tech (ECE)	4	5	5	100.00%	-	-	-
89		B Tech (ME)	4	4	4	100.00%	-	-	-
90		B. Tech (Civil)	4	4	4	100.00%	-	-	-
91		BCA	3	20	20	100.00%	-	-	-
92		B Sc (IT)	3	3	3	100.00%	-	-	-
93		ASFDT	B. Des. (FD)	4	7	7	100.00%	-	-
Total				849	848	99.88%	1	0.001	-

SUMMARY		
Particular	Ser. No. of Programme	Strength
Number of final year students appeared for the End Sem Examination	Ser. No. 1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 27, 32, 34, 37, 38, 42, 43, 44, 53, 79	540
Number of students passed in final year examination	-	-
Pass percentage of final year students	-	100.00%