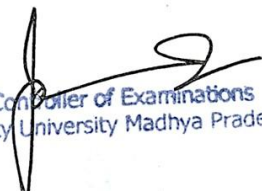




AMITY UNIVERSITY MADHYA PRADESH (AUMP): EXAMINATION REFORMS

1. **General.** Exam Department maintains a pragmatic approach wherein, Progress, Updating, Review of Procedures, Automation and Reforms is an ongoing process, Thereby continuous efforts are made by the University to bring in improvement in all sectors of functioning. AMITY University Madhya Pradesh in recent past has embarked on the examination reforms as discussed in the succeeding paragraphs.
2. **Calendar of Examination Activities.** The examination calendar flows out of Academic Calendar and is prepared well before the start of academic session, covering all facets of activities planned and is strictly monitored / followed for implementation of laid down timelines by the University.
3. **Centralized Publishing of Examination Schedule:** With the introduction of **Choice Based Credit System (CBCS)** and **Uniform Course Coding (UCC)**, there was a need to plan centralized conduct of examinations from Institution level to University level. Since courses having common syllabus were integrated under one course code, publishing of on-line centralized examination schedule helped in conduct of common examination using one question paper for one course code taught across various institutions.
4. **Continuous Internal Evaluation (CIE).** Components in respect of **CIE** (Continuous Internal Evaluation) are midsem, seminars, assignments etc, the marks are uploaded on Exam Automation System a sub part of AMIZONE (Amity Intranet Zone) and according to scheme of the course uploaded at the beginning of semester, marks of each component are filled by concerned faculty online to maintain transparency in **CIE**.
5. **Guided Self Study Course (GSSC).** Students with back papers and weak students are identified programme wise, course wise and subject wise. These students are put through Guided Self Study Course which is monitored through faculty, programme leaders, Hol's, Deans and University Office of the Controller of Examination.
6. **Back Papers.** On - line marking of attendance and satisfactory status for Guided Self Study Course (GSSC) students due to appear in back papers has been linked with admit Card.


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7. **Attendance**. The students are encouraged to have 100% attendance and the students who attain more than 75% attendance are awarded up to five marks for attaining good attendance. Student's attendance are marked / maintained by their faculty concerned on AMIZONE and the same is accessible to all students , faculty and Exam Department.

8. **Non Teaching Credit Course (NTCC)**. Enforcement of Regulations and Guide Lines of **NTCC** to ensure the quality learning and seriousness for the course and fulfilling of its mandatory requirement is done by the following: -
 - (a) Timely selection of worthwhile Project.
 - (b) Periodic online monitoring progress of students on AMIZONE.
 - (c) Components wise Evaluation of NTCC.
 - (d) Plagiarism check of all written work submitted.
 - (e) Timely conduct of viva voce by external experts.

9. **Automation**. **AMITY University Madhya Pradesh (AUMP)** has embarked on automation of examination procedures and result preparation by taking the following actions: -
 - (a) **AMIZONE**. **AUMP** works on specific software named as **AMIZONE**. This software provides plethora of facilities, it being paperless assists in green revolution. All data pertaining to courses, students examination etc is available on this platform. It is a single point contact site providing a wide variety of facilities.

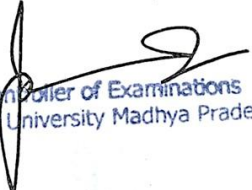
 - (b) **Student Access**. Syllabus of all courses, subjects, Course codes, Credits, power point presentations, lesson plans, Question bank, Examination schedules etc. all information / data as required is accessible to all students.

 - (c) **Online System**. On line system for filling of Examination Form, issue of Admit Cards, issue of official transcripts, submission of practical marks, Projects and Continuous Internal Assessment marks, Debarred status, has made the process transparent and less error prone and streamlined the functioning of Examination Department.

 - (d) **OMR Answer Books**. Introduction of **OMR** based Answer Books has been done to enhance security and bring in automation. OMR answer book has four Parts. **Part IV** comprises details of the student which is scanned first. **Part III** contains marks details in OMR form. After Evaluation the marks are scanned and thereafter it is uploaded on **AMIZONE**. **Part II and Part I** remains with answer book. The bar code number is provided to each answer-book to maintain secrecy.

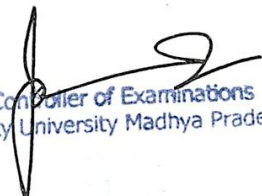

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- (e) **Rechecking.** Deputation of separate team of evaluators is done to ensure that no question is left unevaluated and all marks awarded are transferred on **OMR** and are correct. The system has become so effective that hardly any change in marks is noticed after rechecking. Unique system of two phase evaluation is done by the faculty.
- (f) **Result Compilation.** Centralized evaluation is done under the monitoring of Examination Department and result compilation is done with the help of AMIZONE.
- (g) **Grievances/Redressal.** On line process has reduced the students grievance to minimal, redress of grievances of students is resolved same day or by next day.
10. **Upgraded Format of Question Paper.** The change in format of question paper has also helped in better compliance with Guidelines for Setting of Question paper by checking coverage of entire syllabus in question papers as per weightage of the module. Provision has also been given to paper setters to link questions with Student Learning Outcomes expected from modules/syllabus in order to achieve the objective of Outcome Assessment.
11. **Question Bank.** Question bank for all courses for both Odd semester and Even semester have been created by all Institutes covering the complete syllabus, so as to assist in formulation of question papers. The question bank is also uploaded on AMIZONE with accessibility to all students.
12. **Introduction of Model Answer:** The procedure for preparation of model answer for each course prepared by the course faculty and verified & uploaded by stream coordinator has been implemented. All faculties who have been assigned evaluation duty for the course use the model answers for answer book evaluation. Introduction of model answers has led to standardization in evaluation.
13. **Maintenance of Old Question Papers bank:** All ESE question papers given to students during exams are placed in library for perusal of students.
14. **Uniform Course Coding (UCC).** The unique System of Uniform Course Coding has facilitated the alignment of courses with each other and the University was able to cut at least 25% of the courses which were duplicate or almost similar in nature/field.
15. **Results Declaration.** The Results are declared within 15 working days after last examination as per the Calendar of Examination Activities. Declared results are informed on the same day to the Hol's and students by publishing on AMIZONE.
16. **Security Features.** Up gradation of the security features of Semester Mark sheets/ Consolidated Mark sheets with the following facility:-


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- (a) Watermark of AUMP on the documents.
- (b) Photograph of the student.
- (c) Monogram of Amity University.
- (d) Bar-code specific to the student.
- (e) Name of the Institution.

17. **NAD / DIGI Locker Portal.** AUMP has commenced Uploading of degree certificates and Mark sheets of students on NAD Digilocker Portal. All students are encouraged to register with the portal.
18. **Academic Bank of Credits (ABC) portal:** AUMP has successfully registered on ABC portal and has commenced uploading the earned credits of students on ABC portal after the end of each ESE / academic year.
19. **Future Plans.** In the perusal of reforms which are ongoing process an endeavour will be made towards the following:-
- (a) Automaton system to receive and process on line question paper.
 - (b) Uploading of all degrees, transcripts and mark sheets on **NAD Digilocker portal.**
 - (c) Uploading of model answers on **AMIZONE.**
 - (d) Move towards online examination system.
 - (e) Examination duration based on credits allotted to the paper.
20. **Conclusion.** Assessment is the most important thing we can do to help our students learn. The assessment strategy that aims to be inclusive should deploy a variety of methods for assessment (for example written assignments, presentations, reflective accounts and so on), so that the same students are not always disadvantaged. All participants need to be provided with equivalent opportunities to demonstrate their abilities and maximize their potential. The intended outcomes shall remain as follows:
- (a) Design assessment processes and instruments which are integral to students' learning;
 - (b) Reduce the assessment burden on self and on students;
 - (c) Interrogate periodically assessment processes, practices and instruments to ensure that they are valid, reliable and transparent;
 - (d) Diversify assessment processes and instruments so that the same students are not repeatedly disadvantaged by a few of these;
 - (e) Involve students in appropriate elements of their own assessment, to deepen further their learning.


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