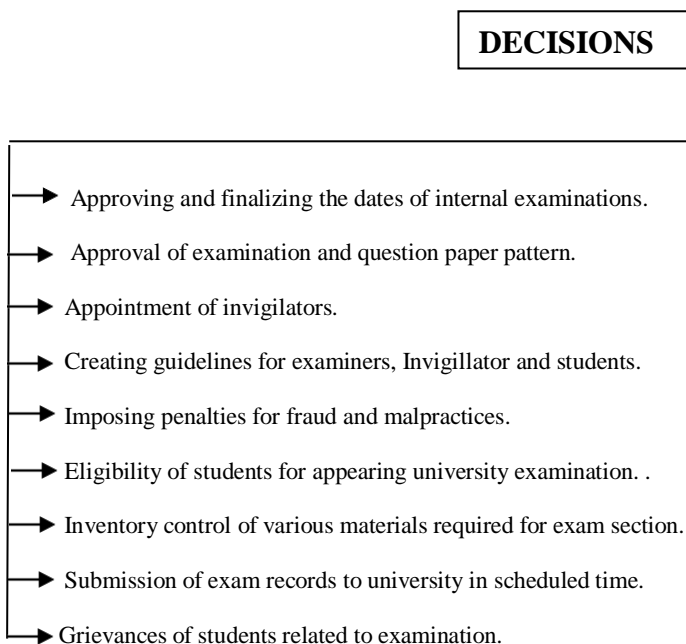
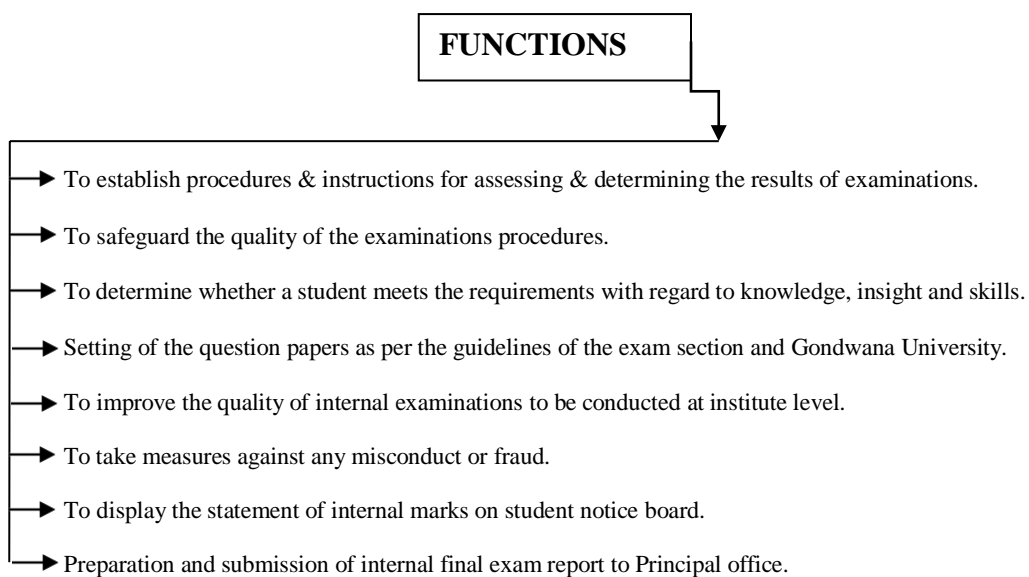
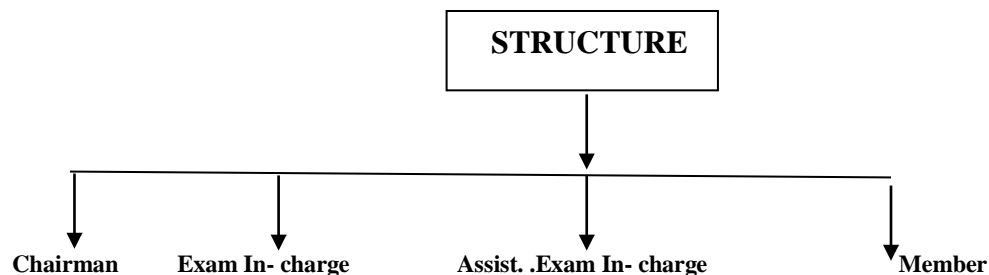
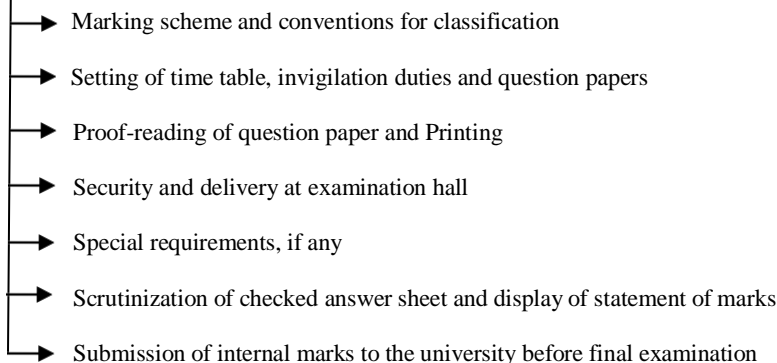


# **INSTITUTIONAL EXAMINATION COMMITTEE**



## WORKING

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- Marking scheme and conventions for classification
  - Setting of time table, invigilation duties and question papers
  - Proof-reading of question paper and Printing
  - Security and delivery at examination hall
  - Special requirements, if any
  - Scrutinization of checked answer sheet and display of statement of marks
  - Submission of internal marks to the university before final examination

## DETAILS OF WORKING

- Institutional Examination committee comprises of chairman, exam incharge and member.
- At the start of session, collection of the data of admitted students in all the classes for current academic session.
- Distribution of the students in their respective batches.
- Inventory control of the various items required (like main answer sheet and supplements) for the academic session.
- Display of exam notices followed by time table well before commencement of exam.
- Setting of question papers by examiners and maintaining confidentiality of it.
- Seating charts with due care are prepared and displayed on notice board one day before exam.
- Appointment of invigilators considering various factors like number of students in exam hall.
- On the day of examination, invigilators are required to collect the necessary things like question papers, answers sheets, roll list and other required material for smooth conduct.
- All the concerned teachers are required to collect the answer sheets from exam section and evaluate and submit within time as per exam section notification.
- Evaluated answer sheets are supposed to be shown by teachers to concerned students for their information and any grievances with respect to evaluation before submission to exam section.
- Submission of the evaluated answer sheets to exam section and entry of marks in Sessional Register.
- Solving grievances, if any, with respect to examination work.

- Appointment of internal Examiners for Practical Exams.
- Maintenance of all records related to examination.
- Submission of internal marks to the university after due scrutiny of the marks entered in Sessional Register.
- Ensures the uploading of internal marks in the university web portal before the commencement of end exams.

### MARKS SCHEME (PCI)

#### Theory Internal

Programme (B. Pharm)	Theory Sessional Exam (Out of 30)		Mean (Out of 15/10)	Continuous Mode (Out of 10/05)	Total Internal Marks (Out of 25/15)
	I	II			

#### Practical Internal

Programme (B. Pharm)	Practical Sessional Exam (Out of 30)		Mean (Out of 10/05)	Continuous Mode (Out of 05)	Total Internal Marks (Out of 15/10)
	I	II			

#### Scheme for awarding internal assessment: Continuous mode

THEORY		
Criteria	Maximum Marks	
Attendance	04	02
Academic activities	03	1.5
Student Teacher interaction	03	1.5
Total	10	05
PRACTICAL		
Attendance	02	
Practical Records, Viva-voce	03	
Total	05	

#### Guidelines for allotment of marks for Attendance

% of Attendance	Theory	Practical
95-100	04	02
90-94	03	1.5
85-89	02	01
80-84	01	0.5
Less than 80	0	0

<b>QUESTION PAPER PATTERN (PCI)</b>
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For subjects having University Examination			
Que. No.	Type	Marks	
1	MCQs (Answer all the questions)	$10 \times 1$	10
2	Long Answer (Answer 1 out of 2)	$1 \times 10$	10
3	Short Answers (Answer 2 out of 3)	$2 \times 05$	10
<b>Total</b>			<b>30</b>

For subjects having Internal Non- University Examination			
Que. No.	Type	Marks	
1	Long Answer (Answer 1 out of 2)	$1 \times 10$	10
2	Short Answer (Answer 4 out of 6)	$4 \times 05$	20
<b>Total</b>			<b>30</b>

For Practical Sessional Examination		
Que. No.	Type	Marks
1	Synopsis	10
2	Experiments	25
3	Viva-voce	05
<b>Total</b>		<b>40</b>

<b>QUESTION PAPER PATTERN (PCI) FOR INTERNAL EXAMINATION</b>
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For subjects having Theory Sessional Examination			
Que. No.	Type	Marks	
1	MCQs (Answer all the questions)	$10 \times 1$	1
2	Long Answer (Answer 1 out of 2)	$1 \times 10$	2
3	Short Answers (Answer 2 out of 3)	$2 \times 05$	3
1	MCQs (Answer all the questions)	$10 \times 1$	1
<b>Total</b>			<b>30</b>

For subjects having Internal Non- University Examination			
Que. No.	Type	Marks	
1	Long Answer (Answer 1 out of 2)	$1 \times 10$	10
2	Short Answer (Answer 4 out of 6)	$4 \times 05$	20
<b>Total</b>			<b>30</b>

For Practical Sessional Examination		
Que. No.	Type	Marks
1	Synopsis	10
2	Experiments	15
	a) Major Experiment	10
	b) Minor Experiment	= 25
3	Viva-voce	05
<b>Total</b>		<b>40</b>

<b>QUESTION PAPER PATTERN (PCI) FOR END SEMESTER EXAMINATION</b>
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For 75 Marks paper			
Que. No.	Type	Marks	
1	MCQs (Answer all the questions)	$20 \times 1$	20
2	Long Answer (Answer 2 out of 3)	$2 \times 10$	20
3	Short Answers (Answer 7 out of 9)	$7 \times 05$	35
<b>Total</b>			<b>75</b>
For 35 Marks paper			
Que. No.	Type	Marks	
1	Long Answer (Answer 1 out of 2)	$1 \times 10$	10
2	Short Answers (Answer 5 out of 7)	$5 \times 05$	25
<b>Total</b>			<b>35</b>

For End Semester Practical Examination			
Que. No.	Type	Marks	
1	Synopsis	05	
2	a) Major Experiment b) Minor Experiment	15 10 = 25	
	Viva voce	05	
<b>Total</b>			<b>35</b>

