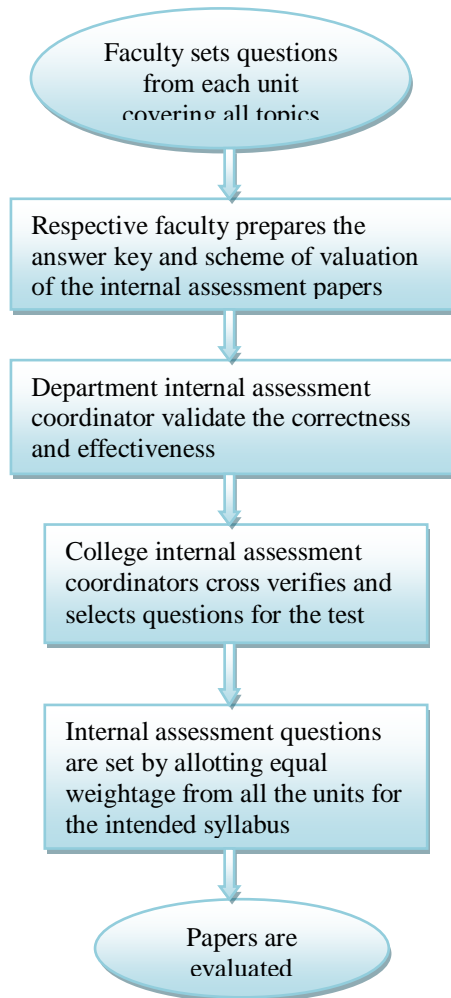


## Mechanism of Internal Evaluation

The evaluation of each course shall contain two parts : Internal or In Semester Assessment (IA) and External or End-Semester Assessment. There are three internal tests conducted per semester. The schedules of internal assessments are communicated to students and faculty at the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. The internal exam time table is displayed on the notice board a week in advance.



- The questions framed for the internals follow Bloom's Taxonomy and Outcome-based Education in which CO's are attained. The questions thus set strictly adhere to VTU standard.

- There are 5 Course Outcomes(CO's) for each subject. The first internal test question paper is prepared which covers two CO's, second internal test covers another two CO's, third internal test covers remaining one CO.
- The subject handling faculty prepares question bank that covers equal number of questions from each unit covering all the topics
- The department internal exam coordinator under the guidance of the HOD checks the standard of the question bank.
- College internal exam coordinator along with an exam team selects the final internal questions for each subject from the question bank.
- Question papers are given to the internal exam coordinators of the department on the day of test after approval from the Principal.
- Internal exam coordinator ensures smooth conduction of test and proper valuation of internal books.
- A Centralized valuation system is followed. The head of the centralized scheme is the Registrar of the college. Marks are entered in the soft and hard copy.
- The Faculty prepares the answer key / scheme of evaluation and is documented with a copy of sample question paper for future reference.
- After every internal exam, Total Quality Management (TQM) check is performed to ensure that the valuation is done according to the scheme prepared.
- The 10 scheme has external marks as 100 and internal marks as 25 marks, which is average of best two internals.
- The University has adopted Choice Based Credit System from 2014 in the curriculum. The syllabi are unitized according to the semester system of teaching. In CBCS scheme 15 marks are allotted for the internal test and 5 marks for assignments/class tests/seminars. Therefore a total of 20 marks are allotted for Internals and 80 marks are for externals.
- The 17 scheme has external marks as 60 and internal marks as 40 marks which is an average of three internals.

Internal assessment tests and other measures taken to judge the performance of students is done fairly and in an effective manner. Students are allowed to go through the valued answer scripts of internal assessment tests and doubts (if any) regarding the evaluation are cleared by the subject

faculty .Internal Test performance are intimated to the parents in 2 days and Parent Teachers Meeting is conducted within a week to discuss the performance of their ward.

Whenever class tests and internal assessment tests are conducted the results of the students' performance are used by the faculty to identify slow and advanced learners. Students are counselled by their mentors (Proctors) so as to encourage them to perform better. Nearly 20 students are entrusted to each faculty member to be mentors and advisors of the students. The mentors sort out the personal issues, academic and non-academic problems of their mentees and provide counselling and guidance.