



2. 5. 3

IT Integration in Examination Procedure.



2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution

Response:

The Examination Management System has been overhauled and made transparent in terms of self-governed procedures and processes. The IT integration in the assessment and evaluation process has given an upper edge to monitor the conduct of examinations and declare results in time. Integrating Continuous Internal Assessments with semester-end exams has made students' assessment more comprehensive.

Information Technology integration and other positive reforms have converted traditional mode of exam into a robust and effective evaluation system. The Examination Section of the college plans end-to-end monitoring of such exercises as preparation and display of the time table, generation of question papers, appointment of the custodians/ chief examiners, duty allotment to faculty, central evaluation, compilation of marks, announcement of results and uploading these details in the sdm digilock for easy accessibility.

Examination Procedures:

- The exam committee shall conduct two class tests of one-hour duration in each semester for continuous internal assessment (CIA). Among these tests, one is a written test and another is an online test.
- On the basis of marks obtained in these two tests, IA marks shall be calculated.
- The student who has remained absent for the test shall write the re-exam at the end of regular classes before the semester end exams.
- After the two tests the students shall get their marks cards.
- The student who has failed in any subject or who has attendance shortage shall bring his/her parents for interaction with the mentor. Such students, as per the existing regulations, shall give a declaration signed by both the students and parents. The mentor shall take the signature of the parent in cumulative record books.
- Students shall pay the stipulated semester end examination fees in the office before the due date
- All practical examinations shall be held before the theory examinations
- The Department Heads/examiners shall submit the practical answer scripts and marks list duly sealed and signed to the Registrar's office as soon as the exam is over



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- Any grievances related to time table and evaluation shall be brought to the notice of Registrar. As per the provisions made and the exam section shall undertake proper measures if required.
- Selection on internal and external papers shall be done by the Principal
- The Principal and Registrar shall randomly select the question paper. Semester end Examination shall be of three hours duration (Forenoon = 9.30am to 12.30pm and Afternoon = 2.00pm to 5.00pm), unless necessitated by some other contingencies.
- Flying squad and CCTV provisions shall be deployed during the exam to prevent malpractices.
- Central valuation shall commence normally on the next day of the first examination under the custodianship of the faculty appointed by the Principal.
- The Principal shall appoint a Chief Superintendent and an Office Superintendent for conducting semester end examination.
- In normal circumstances, results shall be announced 15 days after the last day of exam. The issue of original marks cards shall normally begin 15 days after declaring the result.
- Final semester mark card shall be issued to those students who have completed the semester end exam.
- Enquiry of malpractice cases shall be separately held. Such candidates are informed to bring their parents and in front of their parents, the decision of the enquiry shall be announced.
- For Foundation courses, online examination shall be held at the semester end.
- Semester examination results shall be made available on the student's space in the website within a week from declaration of result.

IT INTEGRATION:

IT integration modernized and resulted in an extensive improvement in entire examination process. It speeded up the functioning mechanism, increased efficiency, and made the examination process more reliable. It made the process more transparent and enhanced accuracy.

- It has provided an effective method of tracking the performance by students and their parents
- It has reduced the cost of conducting exams
- Online entry of student details, attendance and marks reduce the errors and saves the time.
- Generating the question papers from question bank and soft copies from external members save a lot of stationeries and physical movements.

IT integration in Examination Procedure:

- Uploading Student Details - Roll Number, Name, Combination, and Language into EERPMS
- Question papers in soft copies
- Access to Internal examination marks in Students' space
- Uploading Question Bank (Objective) into EERPMS
- Online examination (II Internal)
- Students have access to scores obtained immediate after the online exams

- Generation of Statement of marks of online examination
- Uploading Question Bank (Subjective) into EERPMS
- Display of Semester-end Examination Time table in college website
- Generation of question paper from question bank
- Uploading marks into EERPMS
- Display of Semester – end examination Result Sheet in College website
- Access to Semester – end examination marks in Students’ space
- Communicating students’ performance to parents through SMS
- Display of revaluation notice in college website.
- Digi-locker – Uploading Marks cards and other documents
- Digi-locker – Uploading Marks cards and other documents
- Continuous Internal Assessment
- Semester end exam fee payment
- Examination application form
- Exam time table
- Seating arrangement
- Online quiz
- Issue of hall ticket
- Declaration of results or automated.

REFORMS IN EXAMINATION PROCEDURE

“**Empowerment through Competency Building with Ethical Foundation**” being the vision of the institution, SDM College is practicing fair and just methods of assessment and evaluation. The process of conducting examination and evaluation are done with utmost confidentiality and integrity.

The institution mainly relies on in-house developed software Educational Enterprise and Resource Planning Management System (EERPMS) for all its examination related activities. The software is regularly updated with additional features to simplify the process.

The examination office makes reforms/modifications in the process of examination regularly. The examination reforms made during the academic year 2023-24 are as follows

- Direct entry of semester end theory and practical examination marks by the evaluator in the in-house developed software Educational Enterprise and Resource Planning Management System (EERPMS) portal
- During the academic year 2023-24, as per the instructions from the Higher Education Department, Karnataka State Government, the Examination Office successfully adopted the centralised software “Unified University and College Management System (UUCMS) Portal which is designed, developed and managed by the Centre for Smart Governance, Karnataka State Higher Education Council, Government of Karnataka for various examination related activities.
- The implementation of the e-governance in the entire Even Semester End Examination process of PG Programs through UUCMS software was effective in the following areas operations.
 - Student exam registration
 - Exam fee payment
 - Issue of admission ticket
 - Internal assessment marks and Attendance entry
 - Conduct of practical examination – Batch creation, allocation of external examiner, attendance and mark capture
 - Conduct of theory examination – Seating arrangement, Attendance capture, Encoding and decoding of answer scripts, mark entry

- Publication of results
- Challenge valuation application and fee payment
- College wise, Semester wise, Student wise mark card download and printing
- Issued QR coded student wise mark card through UUCMS portal.
- Provisional Degree Certificates and Academic Documents are uploaded to NAD.

CONTINUOUS INTERNAL ASSESSMENT

Continuous assessments are conducted in each course of Post-Graduation programme by every individual departmental faculty. Through this, teachers can identify the slow learners and advance learners. They can find the way to change and improve the performance of the students.

The structure of Continuous Internal Assessment varies from one department to another and made in the form of internal theory examinations, seminar presentation and participation, assignments, initiatives and class participation, article publication, gazette preparation, translation, newspaper production, quiz, practical elements, library usage and class/lab attendance. These continuous assessments will help the students to know their strengths & weaknesses and to improve their performance in weaker areas. It also helps the faculty to monitor the progress of each student on regular basis.

CIA for NEP batch comprises of two components one from Internal examination another Internal activity (seminar)



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