



SRI VENKATESHWARA COLLEGE OF ENGINEERING

VIDYANAGAR, AIRPORT ROAD, BENGALURU - 562157

EXAMINATION SECTION

INTERNAL ASSESSMENT TEST HAND BOOK



Accredited by NBA*

SVCE BENGALURU

SRI VENKATESHWARA COLLEGE OF ENGINEERING

Affiliated to VTU, Approved by AICTE



Preamble

Sri Venkateshwara College of Engineering, Bengaluru is one of the prestigious private Engineering colleges in the state of Karnataka which was established in the year 2001 affiliated to Visvesvaraya Technological University, Belagavi. Presently Institution has 6 UG programmes i.e., Electronics and Communication Engineering, Computer Science and Engineering, Information Science and Engineering, Mechanical Engineering, Civil Engineering and Mechatronics. Also has 4 PG programs in M. Tech. degree and one MBA degree. The Academic Council for the institute has been constituted as per the AICTE/UGC guidelines and as per VTU, Belagavi to decide upon academic policies and academic activities from time to time. The institution form Examination committee headed by Principal and following members

- Controller of Examination (CoE)
- Department Exam Coordinators (DEC)

Purpose of internal assessment

Internal assessment is an integral part of the course and is compulsory for all students. It enables students to demonstrate the application of their skills and knowledge with written examinations. The internal assessment is a tool to assess the performance of the students conducted regularly. This is a timely conducted evaluation which showcases the present ability of the students. It is evaluated according to the assessment criteria.



1. Mechanism of Internal Assessment:

The institution follows formative and summative assessment approaches as a mechanism.

1.1 Summative and Formative Assessment Approaches of internal assessment.

1.1.1 Summative Assessment:

As far as the summative assessment is concerned, the institution follows a Centralized Continuous Internal Evaluation (CIE) System. The main objective of summative assessment is to evaluate student learning at regular intervals by conducting CIE Tests. Academic performance of students is evaluated both by Internal Assessment Tests and University Semester End Examinations (SEE).

40 % (for 2018 and 2016 batch) of the total marks in each course are assessed by CIE Tests, Assignments/ Seminars and Attendance with respect to theory courses and Labs.

The College conducts three CIE tests per semester in a centralized manner and attendance in all the three CIE tests is compulsory. CIE are scheduled according to the college calendar of events. CIE Timetable is duly prepared and circulated among the students in advance and portions for CIE are divided according to the module based on the syllabus.

Syllabus for CIE

Test I : Module I & half of the module II

Test II : The other half of module II, module III & half of module IV

Test III : Half of module IV and module V.

The questions for the CIE are framed such that they adhere to VTU standard. It follows the Bloom's Taxonomy and Outcome Based Education



in which CO's are attained. All the Course Outcomes will be attained by conducting three CIE tests.

The subject handling faculty prepares question bank that covers equal number of questions from each module, covering all the topics. Department internal exam coordinator, under the guidance of CoE, checks the standard of the question bank.

CoE and DEC along with a course coordinator selects the final internal question paper for each subject from the college QPDS System before 30 minutes of the commencement of the CIE. Question papers are handed over to the internal Test coordinators of the department 10 minutes before the test. Internal exam coordinator ensures smooth conduction of test.

Internal Marks are calculated on the basis of the marks secured in the tests, seminars/assignments. The evaluated blue books are distributed to the students after every internal test in the class room. The students shall go through the answer script, check and acknowledge the marks. The blue books are preserved in the departments till the completion of the student's course of study. Test marks will be displayed on the Department Notice Board.

1.2 Formative Assessment:

Formative assessment is part of the instructional process which is done by the faculty concerned in their respective subjects to monitor to improve teaching learning process.

2. Rigor and transparency in the internal assessment are achieved by

- Setting up of CIE Examination committee/ Test committee for transparent assessment.
- Publishing the internal assessment components in advance through tutorial Meetings, College Calendar, Notice Boards and circulation system



- Circulating and publishing the internal assessment marks with break-up for Syllabus
- Making valued answer scripts available for scrutiny at any point of inspection
- Giving opportunity for the students to approach grievances redressal committees – at Department, College and University levels.
- The student's performances are discussed with Parents in Parents Teachers meeting.
- Maintaining and updating Student Profile.

3. Internal Squad:

- The Principal/CoE will appoint Flying Squad/s among the teachers of the college, according to the need to ensure proper conduct of test and to curb malpractice at the test hall.
- Each team may consist of not more than two members.
- The squad team shall conduct themselves with utmost caution, courtesy and respect, without causing any kind of commotion which shall disturb the students attending the examination
- The Squad will not cause any kind of harassment either to the students or to any of the officials of the examination center.
- To observe the conduct of functionaries deployed for test. Any violation should be brought to the notice of the CoE.
- To ensure that no unauthorized person is moving/present in the test hall suspiciously, the identity of the person should immediately be checked and necessary action should be initiated.
- Book the candidates under Malpractice, and send such candidates out of test hall only after taking necessary undertaking and signature from the candidate.



4. Instructions to Candidates

- The candidate should write his/her seat number and other information like examination, semester, subject, subject code etc., against the space provided on the title page of the answer book.
- No candidate shall be permitted to go to rest room during the period of test.
- The candidate should not take any books /Notes, Log table, Scribbling pads, cell phones, Programmable calculator or any kind of reference material into the test hall.

5. Malpractice:

Every student appearing for the test is liable to be charged with committing malpractice(s), if he/she is observed as committing any one or more of the following acts:

- Possession of electronic gadgets like mobile phone, programmable calculator, pen-drive or such other /storage device in the test hall.
- Communicating with any other student(s) or any other person(s) inside or outside the Examination Hall with a view to take assistance or aid to write answers in the test hall.
- Misbehavior with officials or any other kind of rude behavior in or near the Hall and using obscene or abusive language
- Copying from the material or matter or answer(s) of another student or from similar aid or assistance rendered by another student within the test hall.
- Receiving material from outside or inside the test hall for the purpose of copying
- Attempting to write the test without possessing a valid ID card
- Having in one's possession any written matter on scribbling pad, calculator, palm, hand, leg or any other part of the body,



hand-kerchief, clothing, socks, instrument box, identity card, hall ticket, scales etc.,

- Making any request of representation or offer of any threat for inducement or bribery to Room Superintendent and /or any other official for favors in the test hall.

6. Internals Assessment Marks Distribution With Respect To CO's

1st year internal assessment pattern (2018 Scheme)

3 - IA (50 Marks reduced to 30 Marks + 10Marks Assignment)

Test/COs	CO1	CO2	CO3	CO4	CO5
Test-1	30	20			
Test-2		10	30	10	
Test-3				20	30

2nd year internal assessment pattern (2017 scheme)

3 - IA (30Marks + 10 Marks Assignment)

Test/COs	CO1	CO2	CO3	CO4	CO5
Test-1	20	10			
Test-2		10	20		
Test-3				15/20	15/20

3rd and 4th year internals assessment pattern (2015 scheme)

2 - IA (15Marks + 05 Marks Assignment)

(30 marks reduced to 15Marks)

Test/Cos	CO1	CO2	CO3	CO4	CO5
Test-1	12	12	6		
Test-2			6	12	12

NOTE: The CIE will be conducted as per the norms of the University.