

INTERNAL ASSESSMENT



PSN ENGINEERING COLLEGE

Melathediyoor, Palayamkottai Taluk, Tirunelveli District, Pin - 627 152.

(Approved by AICTE and Affiliated to Anna University)

An ISO 9001 : 2015 Certified Institution

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2.5.1 INTERNAL ASSESSMENT MECHANISM

- Institution will conduct three assessments per semester and each assessment will be conducted for 50 marks. The candidate's score for 50 marks will be converted to 100 marks.
- The Internal Assessment consists of a feedback system to analyze teaching and learning process.
- The internal assessment/Model examination enables a student to go through the syllabus of all theoretical and practical subjects, which will be a great help before their semester examination.
- The schedule of the Internal assessment and the process is communicated to the students and the faculty members at the beginning of the semester by the respective faculty through exam cell.
- The syllabus for internal assessment will be informed to the students well in advance via class committee meeting.
- Each subject has 2 units to proceed for the internal assessment test.
- Two set of question papers are prepared according to Blooms Taxonomy as A and B based on course outcomes by the subject handler and those question papers are printed prior to one day of the test.
- The questions are verified by the concerned Head of the department and directed to the exam cell after getting approved by the principal prior to four days from the test.
- One set of question paper is randomly selected by the COE/Principal on the day of the examination.
- This ensures confidential conduct of the test/exam and removes the chance of usage of unfair methods.

- Internal Assessment test / Model examinations are conducted with at least one faculty for 25 students as Invigilator for a hall.
- The duration of an examination is 1.30 hours for Internal Assessment Test and 3 hours for Model exam.
- Post Internal Assessment Test / Model exams, papers are collected by the invigilators and handed over to the faculty handling the subjects/other subject expert through exam cell within one day.
- The scheme of marks and answer keys are prepared by the faculty on completion of the assessment after two days from the date of the test and 4 days for model exam.
- The mark statement for a particular subject should get verified by the Head of the department and should be submitted to the principal within 4 days of the respective Internal Assessment Test /model exam and the marks should be provided to the students by the respective faculty.
- Students, those who have scored below 60% in each and every subject are identified as slow learners and special coaching should be given to them according to their learning process.
- Retest/Assignment is planned for slow performers to upgrade their performance by giving them with sufficient time and separate question paper for preparation.
- Mark statement is prepared ready for Retest/ Assignment for slow learners.


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