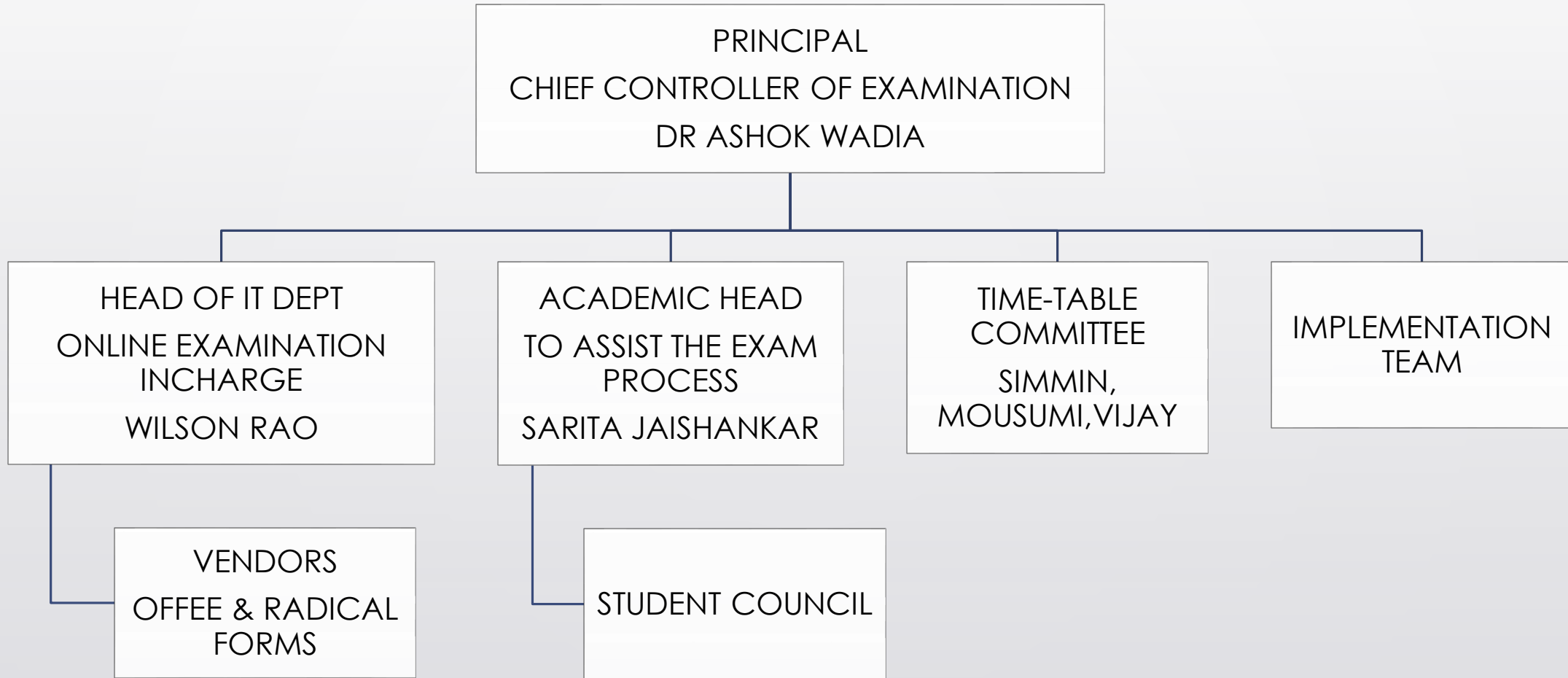




EXAMINATION AUDIT 2020-21

ONLINE EXAMINATION – TEAM STRUCTURE



REFORMS UNDERTAKEN



- We created a set of FAQs for students and faculty based on the problems/ queries generally encountered/ raised
- We reviewed the “only MCQ” format of Question Papers and introduced subjective questions in order to incorporate Higher Order Thinking Skills
- The objective to subjective questions were in the ratio of 60:40
- Within objective questions also we introduced two levels of difficulty and allotted marks accordingly
- We expanded the Online Exam Team by inducting dedicated faculty members in view of the likelihood of continuation of this format of assessment in future as well

IMPLEMENTATION

- Exam timetables are finalized and displayed on the website at least 14 days prior to an exam
- Instructions to navigate exam platform are emailed to each student before every exam conducted
- Students are assigned unique login credentials for the exams
- Mock test is conducted for each student to familiarize him/ her with the process few days prior to the exam
- The vendor provides 5/6 dedicated helpline numbers to students and faculty to reach out directly in case of any technical difficulty faced by students

Excellent team work and coordination has been the key to meet the challenge of conducting a completely online exam remotely for the entire college

DETAILS OF EXAMS CONDUCTED

- January 2021 – SEE and SE for odd semesters - Offee
- April 2021 – SE for odd semesters – by departments
- May 2021 – SEE and SE for even semesters – by Offee
- CA I and CA II was conducted by the departments through Google Workspace
- Practical exams were conducted by the departments through Google Workspace

QUALITY MECHANISMS

- The Implementation Team managed the actual conduct of the examinations smoothly by following an effective channel of communication with students and OFFEE – ensuring correct papers assigned to each and every student on time and any difficulty in accessing is resolved without waste of time
- Online proctoring mechanism via continuous snapshots of the students and an automatic warning system for those attempting to minimize screen was effectively used
- Errors in question papers, if any, were reported and recorded; the exam team analyzed each error by contacting concerned faculty and ensured the necessary action was taken
- Unfair means cases, if found, were reported and recorded; the unfair means committee was then handed over all the cases with all evidentiary proof for further action
- Any exceptional cases due to network/ cyclone/ power breakdown/ outages etc were reported, recorded and managed suitably

LAST MILE ASSISTANCE FOR TY STUDENTS

- Students are helped with soft copies of provisional degree letters, transcripts, grade cards, TC, LoRs etc on demand
- In addition, the exam team has a dedicated email id where students can send all their exam/ results/ documents related queries and receive quick response

Mode of Assessment

- 2018-19 – offline through CAP
- 2019-20 – Via formula (exams not conducted due to pandemic)
- 2020-21 – Online through offee

Total No. of exams taken between 2018- 2021

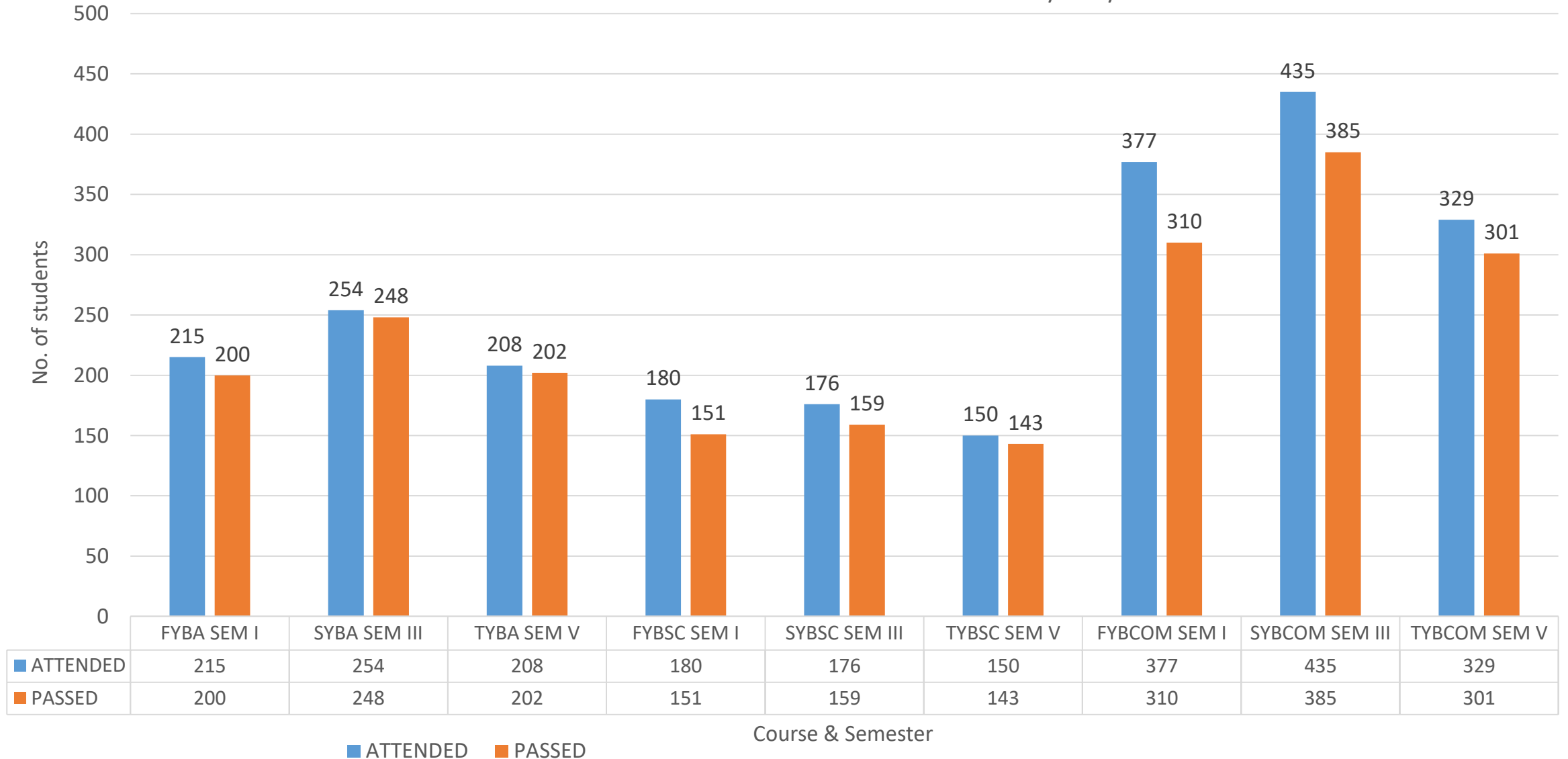
1. Sem I/III/V- November 2018 – Offline
2. Sem II/IV/VI- April 2019- Offline
3. Sem I/III/V- October 2019- Offline
4. Sem II/ IV- March 2020 (Exam not conducted)
5. Sem VI- October 2020- Online
6. Sem I/III/V- January 2021- Online
7. Sem II/IV/VI- May 2021- Online

A. Y. 2020-21

Odd Semester Exams (Sem I/ III/ V)
Conducted in January 2021

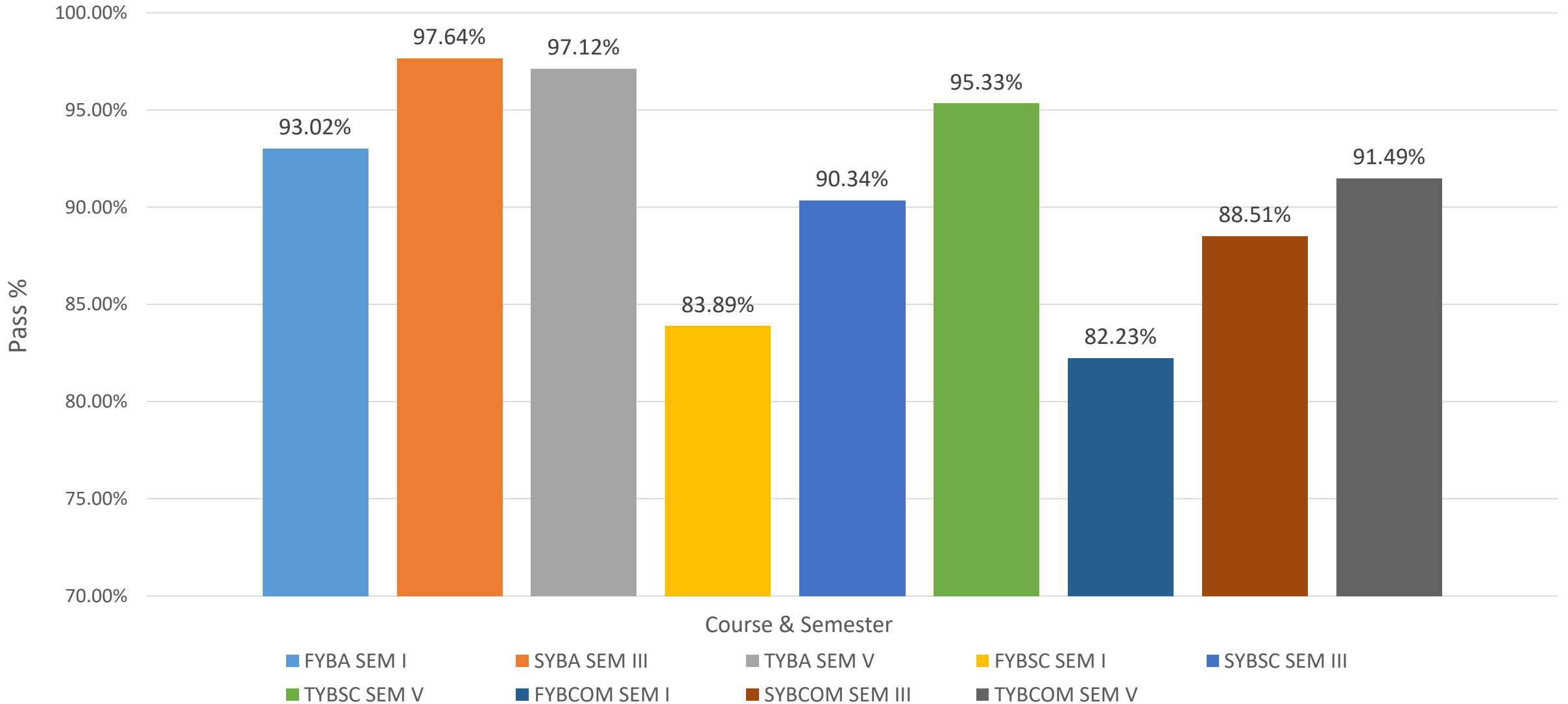
No. of students attended & passed- BA/BSC/BCOM- Odd Semesters- Jan 2021

Odd Semesters Exam- Attended & Passed- Jan 2021
BA/ BSC/ BCOM



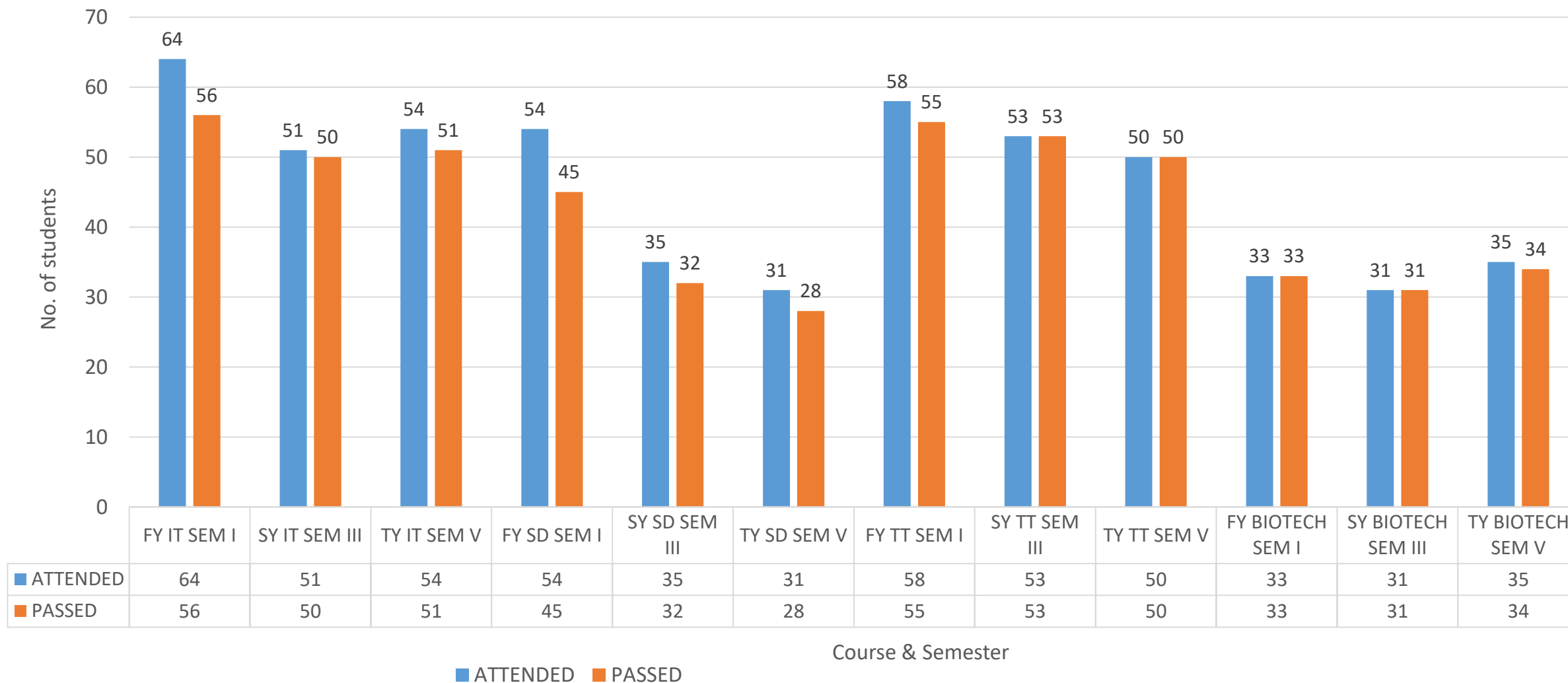
Pass Percentage of BA/ BSC/ BCOM – Odd Semesters- Jan. 2021

Pass %- Odd Semester Exams- Jan 2021
BA/ BSC/ BCOM



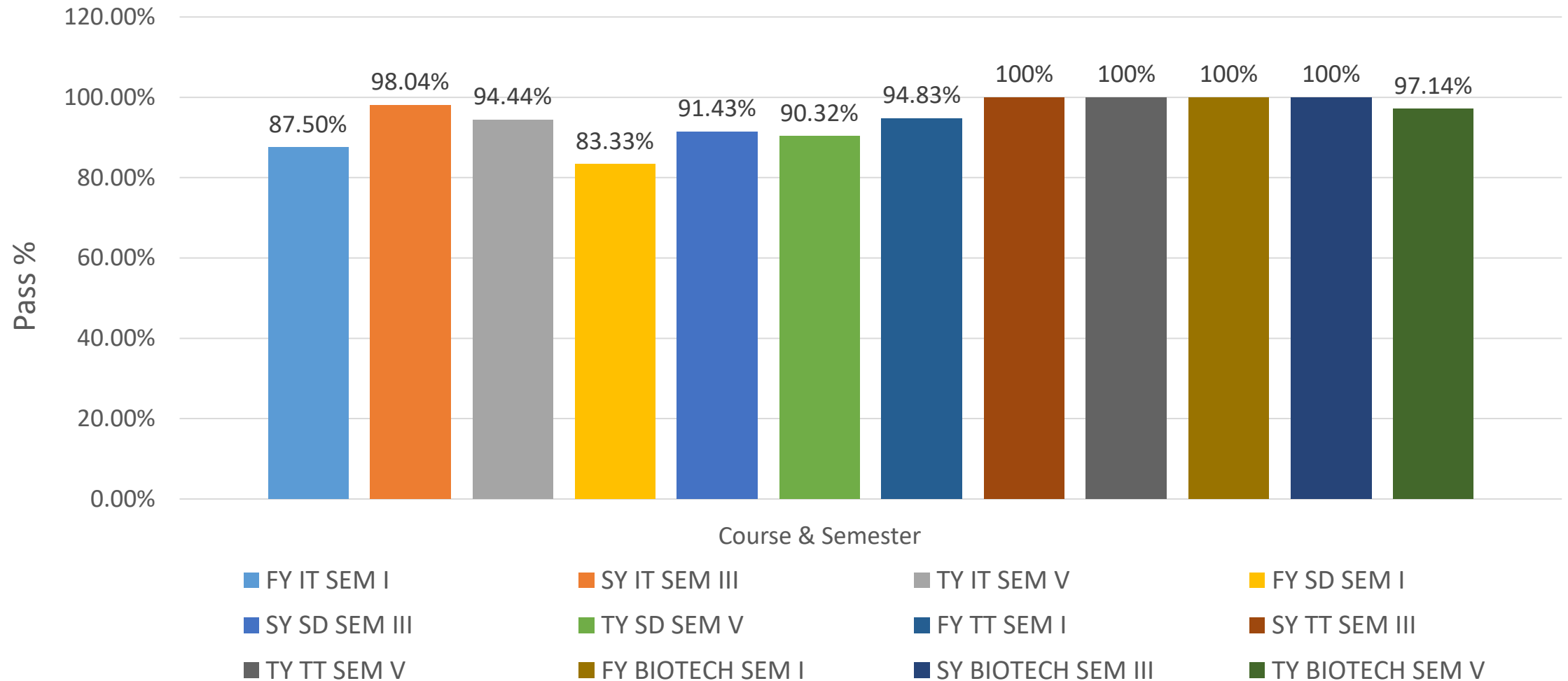
No. of students attended & passed- BSC IT/ BVOC SD/ BVOC TT/ BIOTECH Odd Semesters- Jan 2021

Odd Semesters Exam- Attended & Passed- Jan 2021
BSC IT/ BVOC SD/ BVOC TT/ BIOTECH



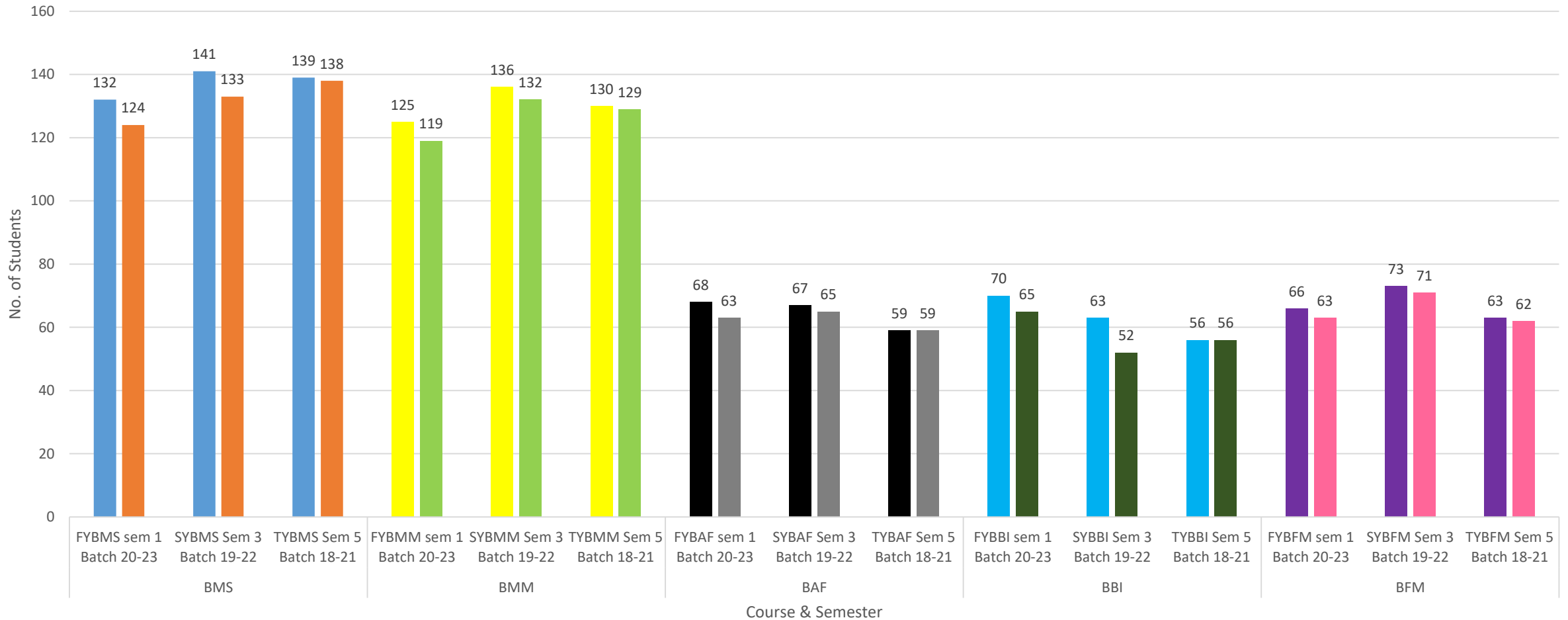
Pass Percentage of BSC IT/ BVOC SD/ BVOC TT/ BIOTECH – Odd Semesters- Jan. 2021

Pass %- Odd Semesters- Jan 2021
BSC IT/ BVOC SD/ BVOC TT/ BIOTECH



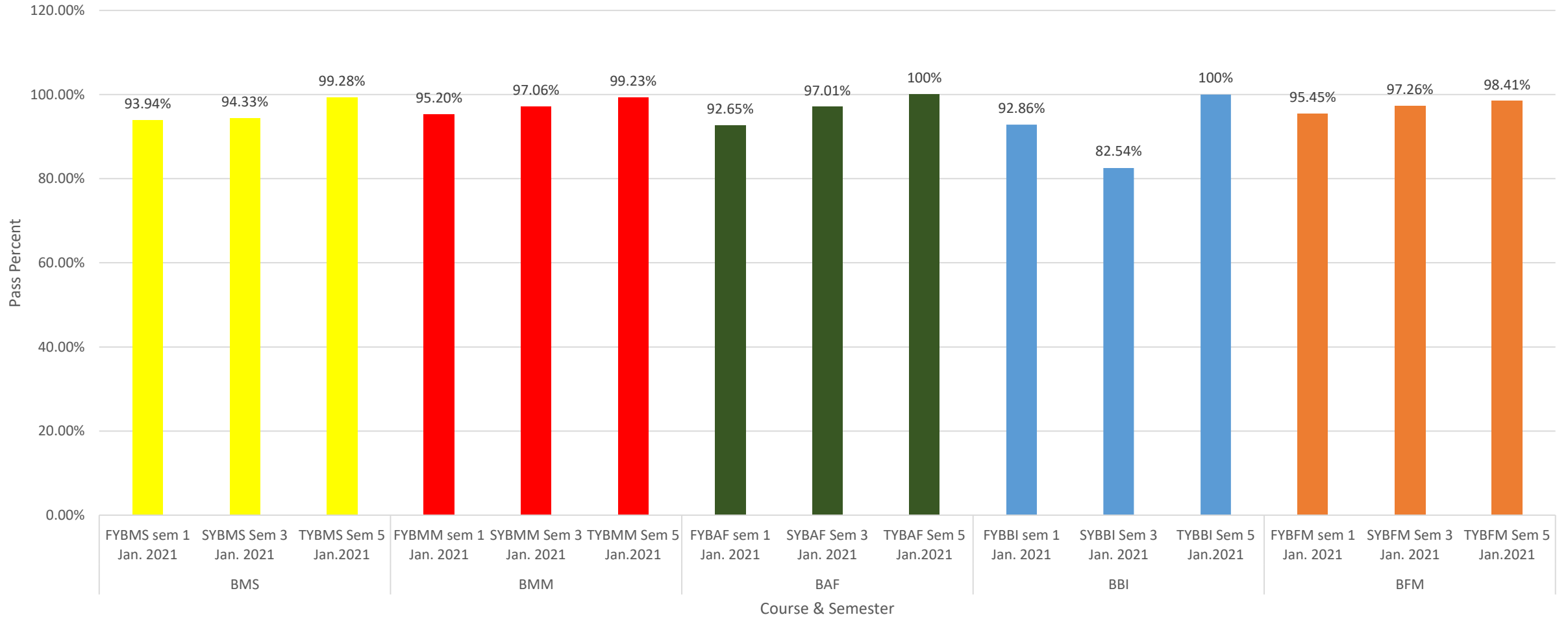
No. of students attended & passed- BMS/BMM/BAF/BBI/BFM Odd Semesters- Jan 2021

BMS, BMM, BAF, BBI & BFM
AY: 2020-21 / Jan. 2021



Pass Percentage of BMS/BMM/BAF/BBI/BFM– Odd Semesters- Jan. 2021

BMS, BMM, BAF, BBI & BFM - AY: 2020-21 / Jan. 2021



FUTURE PLANS



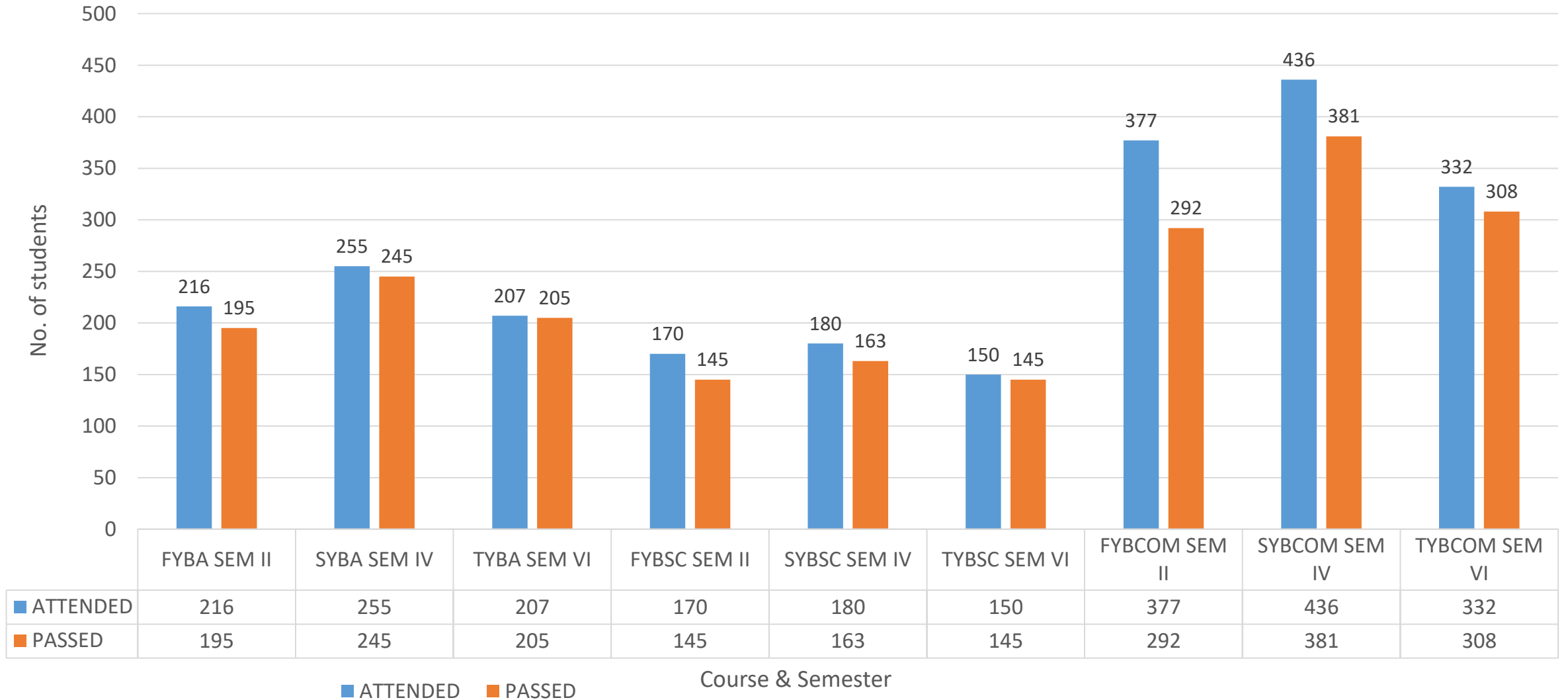
To create a robust end to end solution based online and offline exam infrastructure over next few years to ensure a seamless process of examination

A. Y. 2020-21

Even Semester Exams (Sem II/ IV/ VI)
Conducted in May 2021

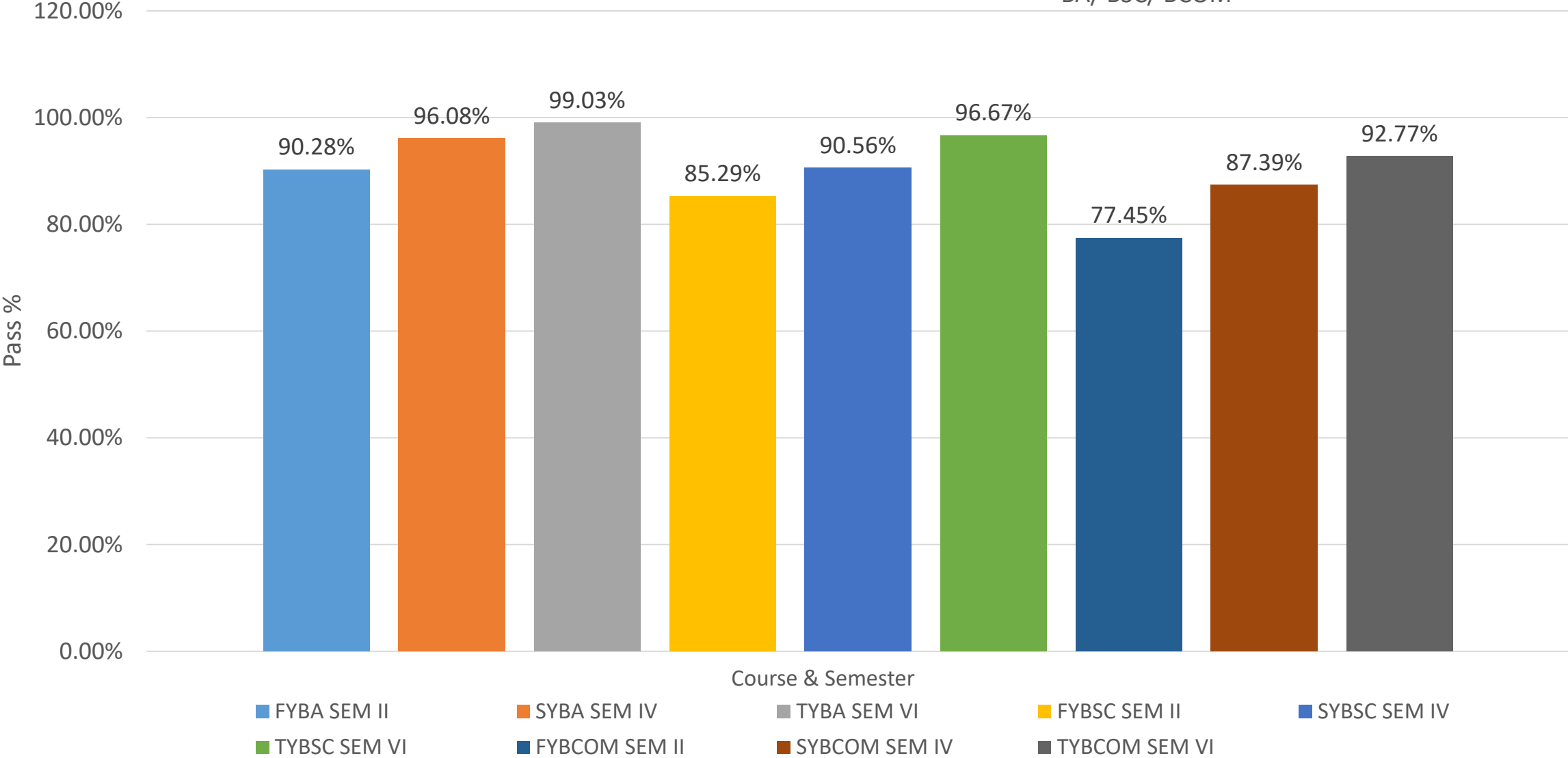
No. of students attended & passed- BA/BSC/BCOM- Even Semesters- May 2021

Even Semesters Exam- Attended & Passed- May 2021
BA/ BSC/ BCOM



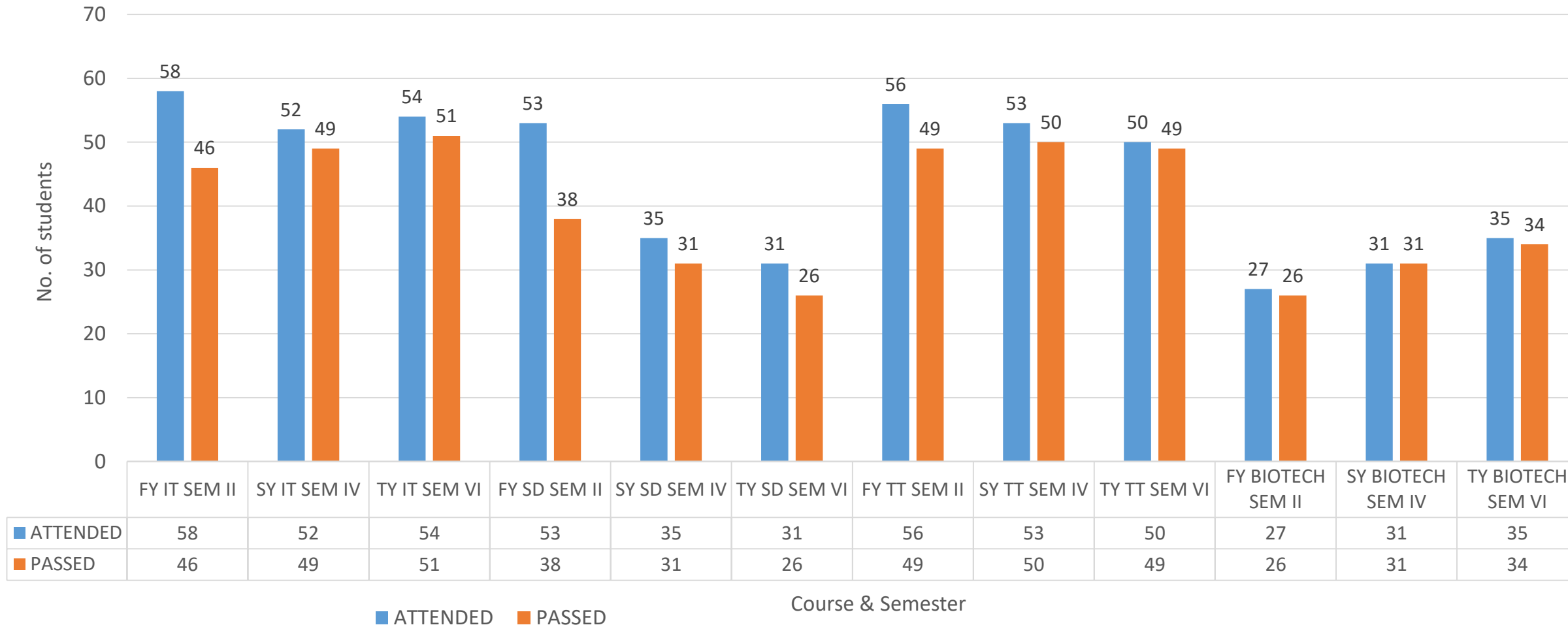
Pass Percentage of BA/ BSC/ BCOM – Even Semesters- May 2021

Pass %- Even Semester Exams- May 2021
BA/ BSC/ BCOM



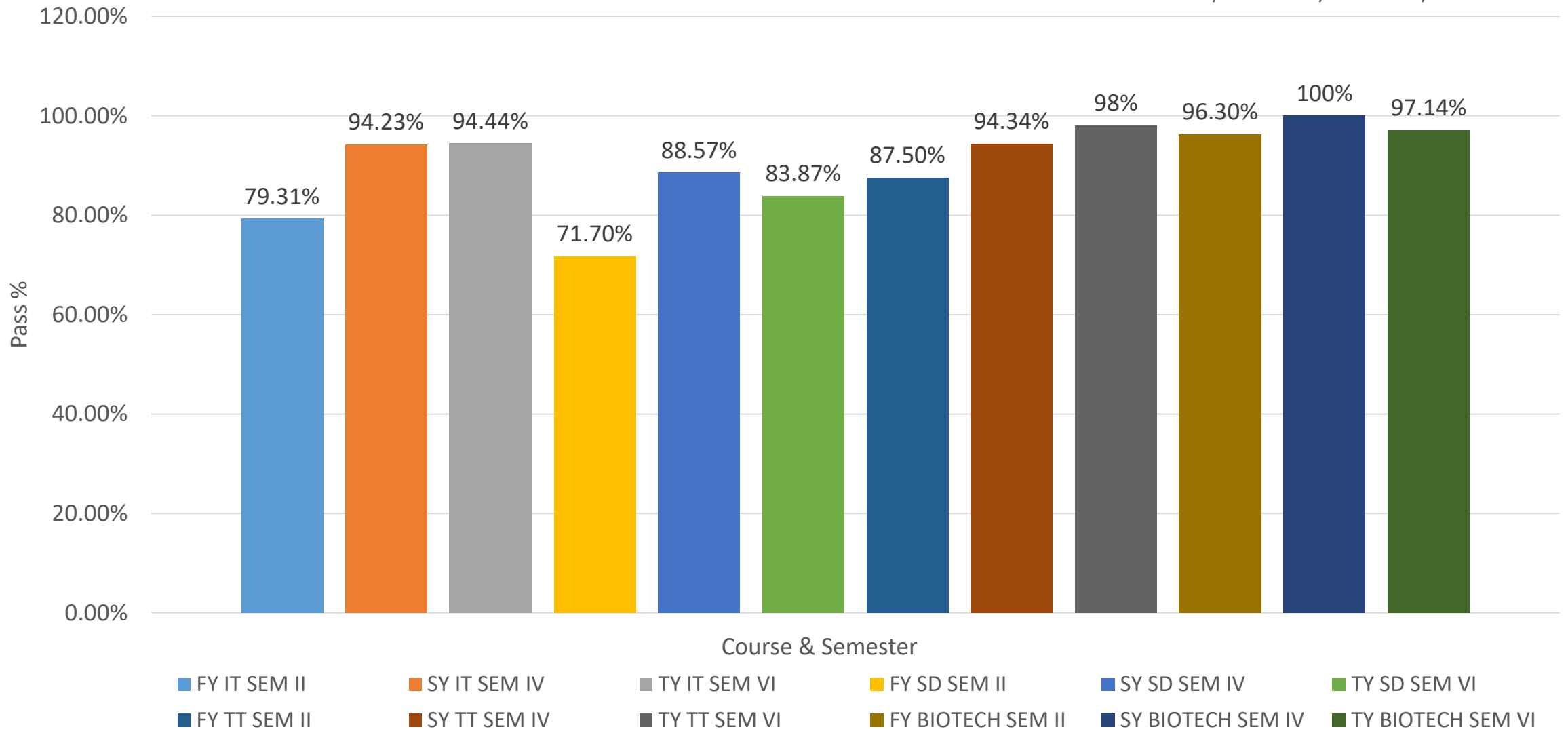
No. of students attended & passed- BSC IT/ BVOC SD/ BVOC TT/ BIOTECH Even Semesters- May 2021

Even Semesters Exam- Attended & Passed- May 2021
BSC IT/ BVOC SD/ BVOC TT/ BIOTECH



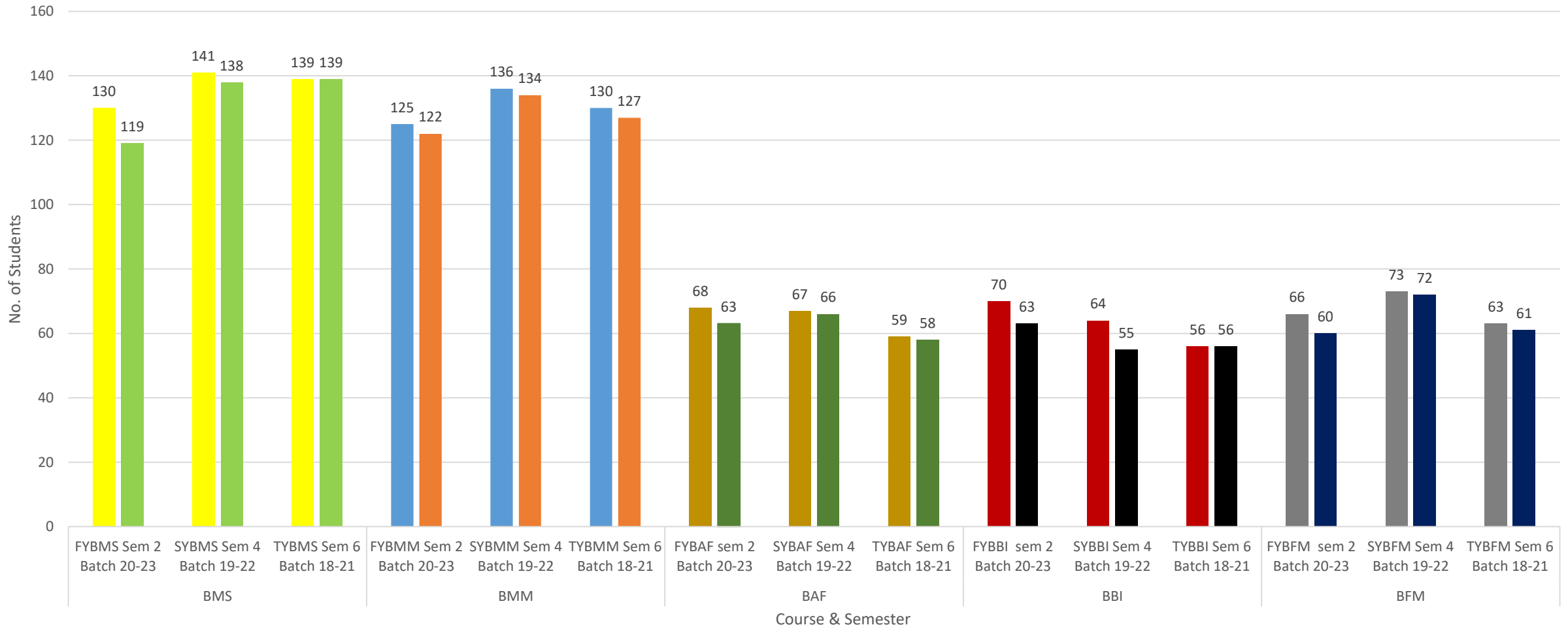
Pass Percentage of BSC IT/ BVOC SD/ BVOC TT/ BIOTECH – Even Semesters - May 2021

Pass %- Even Semester Exams- May 2021
BSC IT/ BVOC SD/ BVOC TT/ BIOTECH



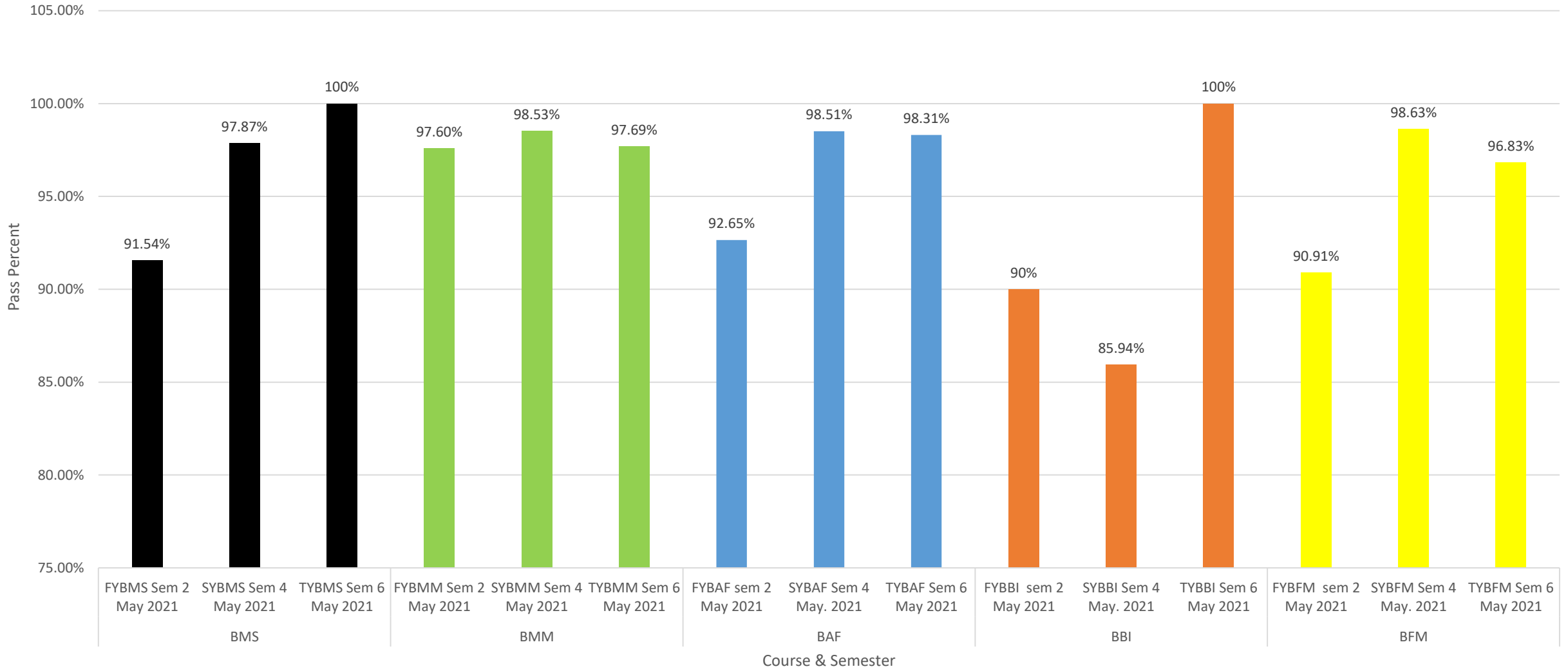
No. of students attended & passed- BMS/BMM/BAF/BBI/BFM Even Semesters- May 2021

BMS, BMM, BAF, BBI & BFM
AY: 2020-21 / May 2021



Pass Percentage of BMS/BMM/BAF/BBI/BFM– Even Semesters- May 2021

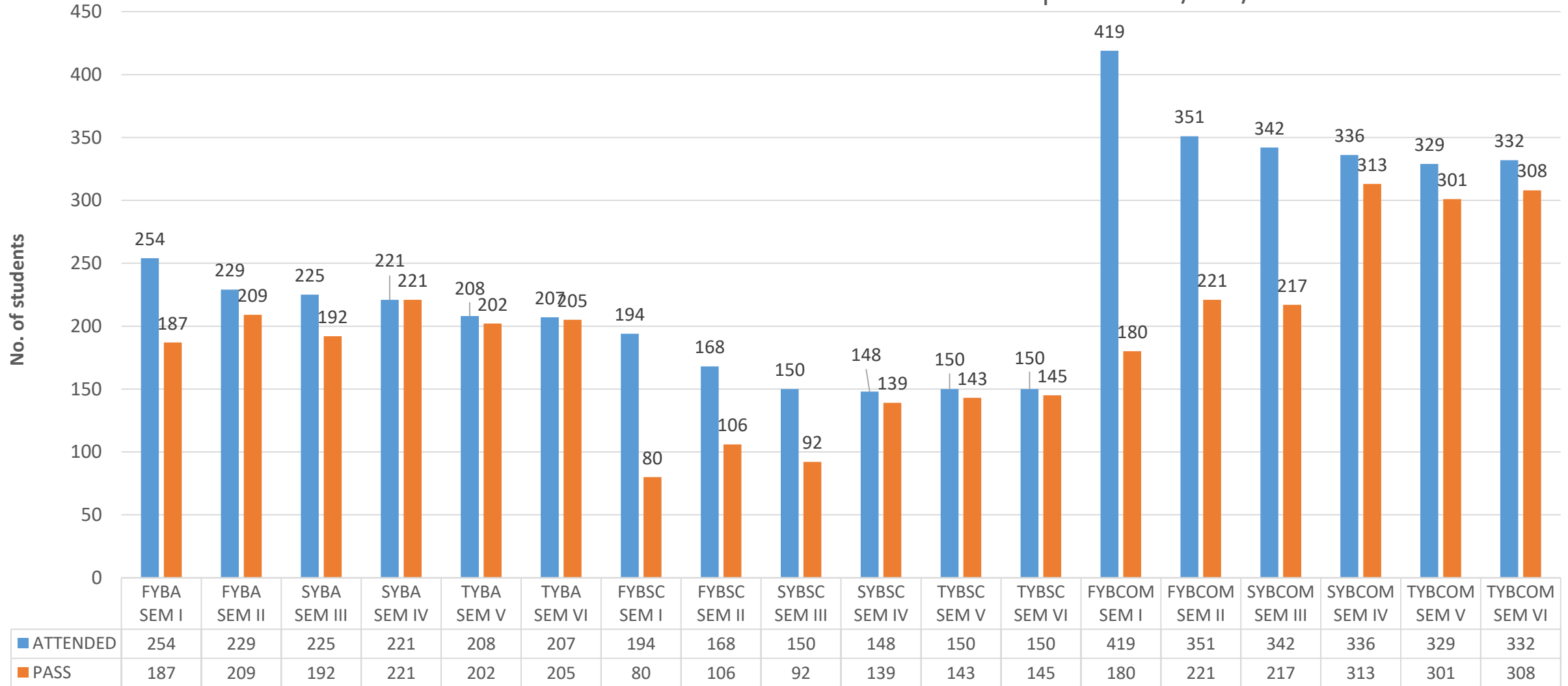
BMS, BMM, BAF, BBI & BFM - AY: 2020-21 / May 2021



2018-21 BATCH

No. of students attended & passed- BA/BSC/BCOM- 2018-21 batch

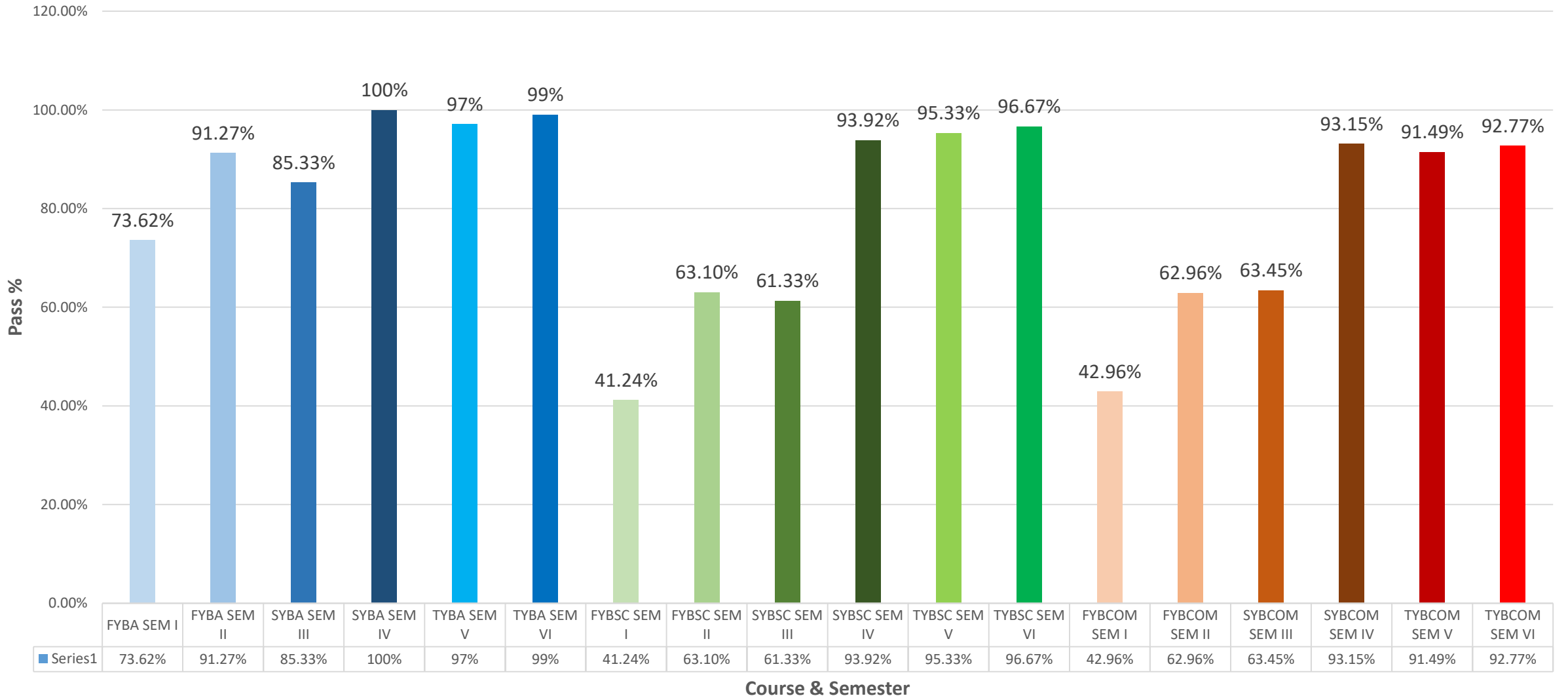
No. of students attended & passed- BA/BSC/BCOM- 2018-21 batch



Course & Semester

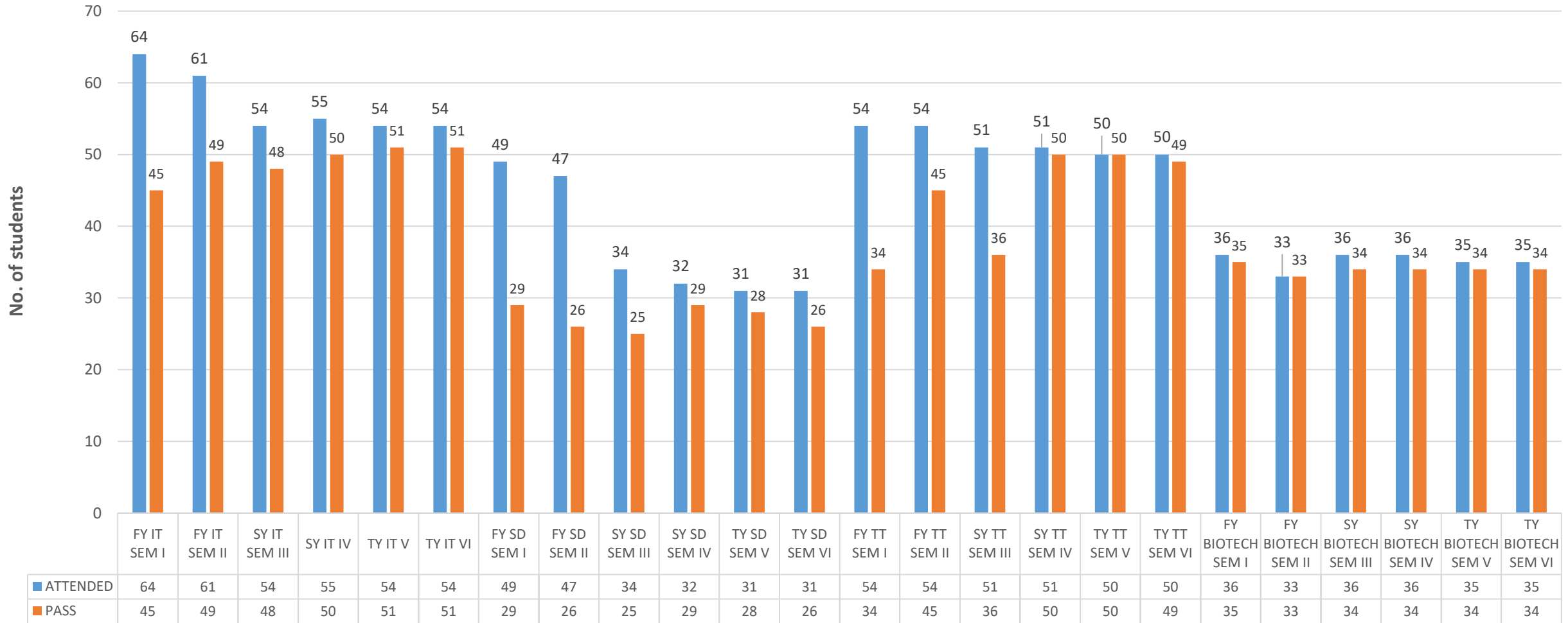
Pass Percentage of BA/ BSC/ BCOM 2018-21 batch

Pass Percentage of BA/ BSC/ BCOM 2018-21 batch



No. of students attended & passed- BSC IT/ BVOC SD/ BVOC TT/ BIOTECH- 2018-21 batch

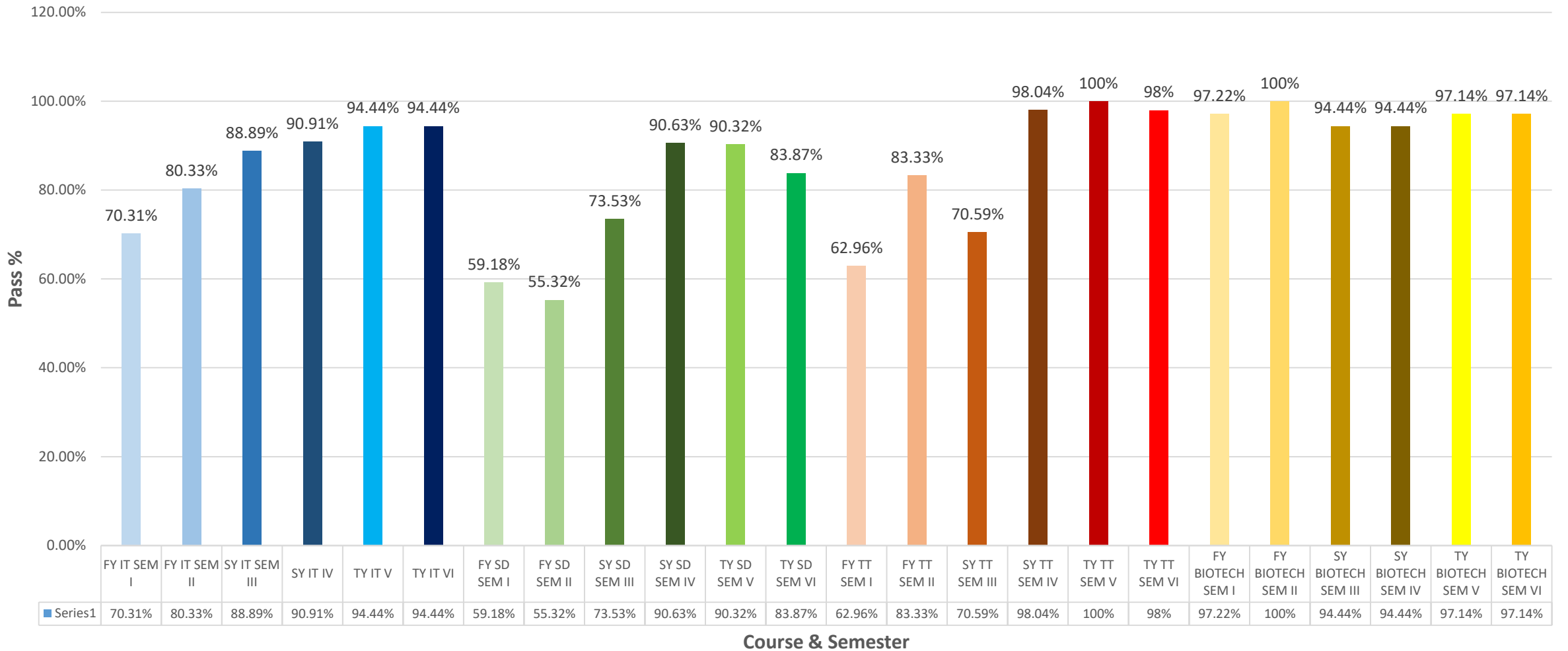
No. of students attended & passed- BSC IT/ BVOC SD/ BVOC TT/ BIOTECH- 2018-21 batch



Course & Semester

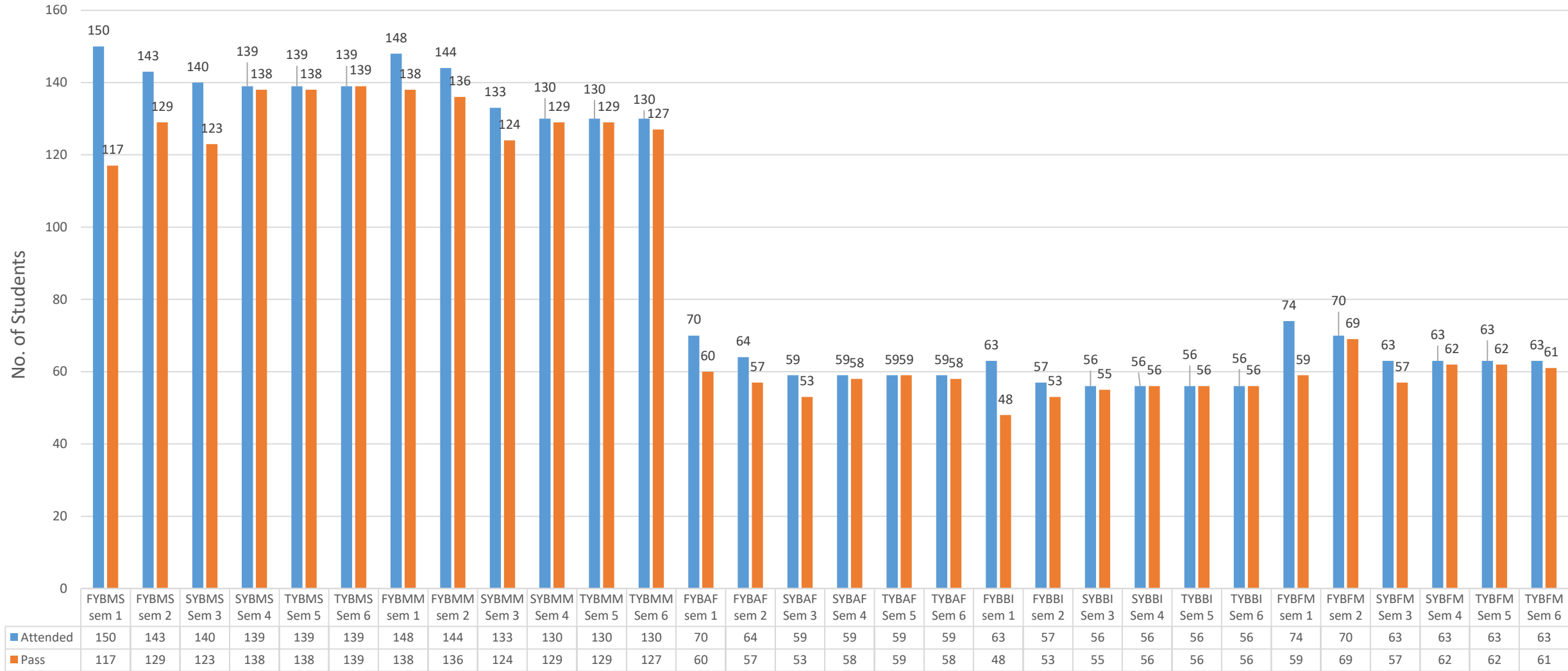
Pass Percentage of BSC IT/ BVOC SD/ BVOC TT/ BIOTECH 2018-21 batch

Pass Percentage of BSC IT/ BVOC SD/ BVOC TT/ BIOTECH 2018-21 batch



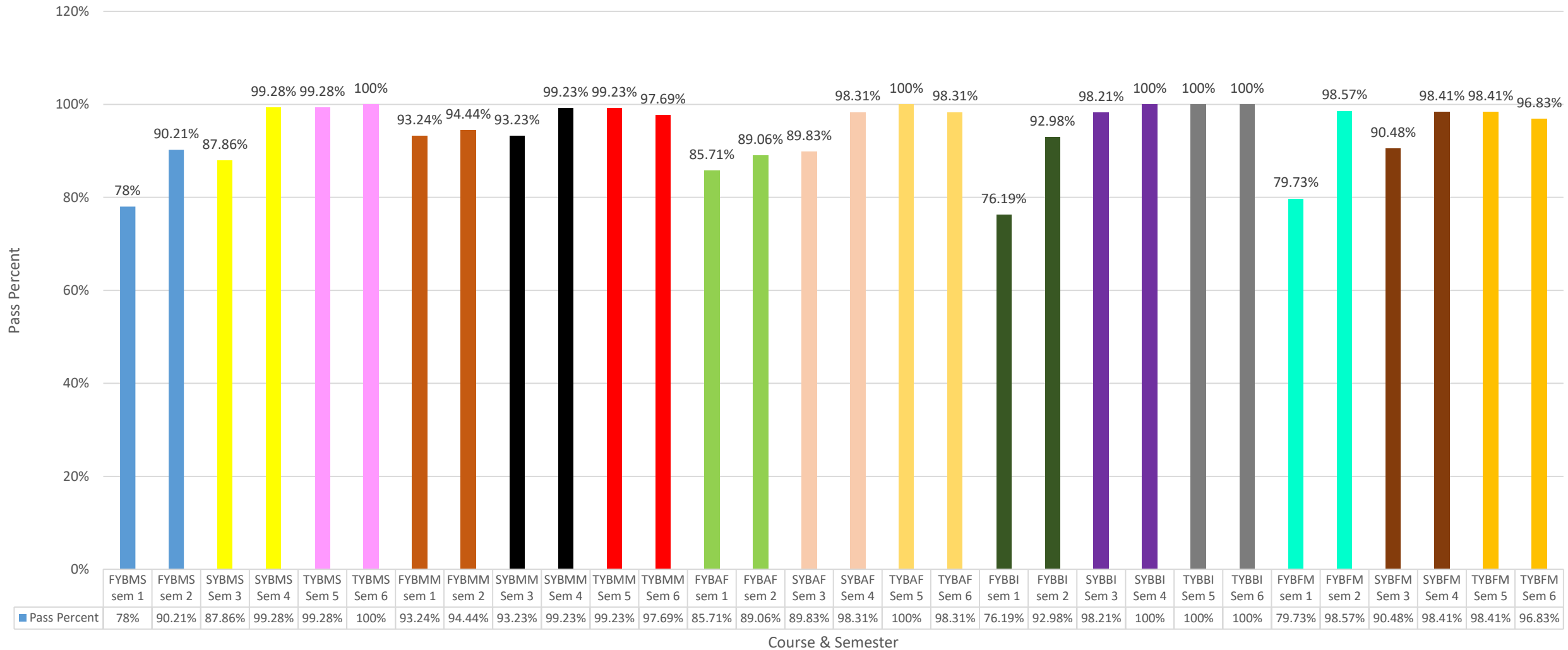
No. of students attended & passed- BAF/ BMM/BAF/ BBI/ BFM 2018-21 batch

BMS, BMM, BAF, BBI & BFM - Sem. 1 to 6 (Batch 2018 to 2021)



Pass Percentage of BMS/ BMM/ BAF/BBI/ BFM - 2018-21 batch

BMS, BMM, BAF, BBI & BFM - Sem. 1 to 6 (Batch 2018 to 2021)



Thank You

ACADEMIC AUDIT 15-16 MARCH, 2022

9:00 AM ONWARDS

ONLINE (ZOOM)

EXAM AUDIT:

- Auditors praised the entire mechanism followed by the institution for online examination especially the proctoring mechanism to curtail unfair means cases.
- They asked about the timeline the exam unit follows for declaration of results - 30-40 is the general time line
- The auditors wanted to know how the student grievances were handled - dedicated email which is monitored by faculty and exam office – quick response time (QRT)
- Auditors asked if the institution and the exam unit have a system of reward and recognition; if not it is important to have for students and faculty for motivation
- They asked how the institution ensures that the quality of question paper is maintained – is there an external paper setter in the QP setting committee, is the QP vetted by the BoS or any external subject expert? It was suggested that this should be done as a part of the process on a regular basis as a quality mechanism
- During online exams how did the exam unit handle those in villages or far-flung places with poor network- Offee as a platform was compatible, questions once attempted did not get lost if network was lost, real time assistance to those facing issues.