



KONGUENGINEERINGCOLLEGE
(Autonomous)
PERUNDURAI-638060
INTERNALQUALITYASSURANCECELL



Continuous Assessment Test Time-table

Department of _____

Academic Year : 20XX-20XX

Semester :Odd/Even

Class : I / II / III / IV

Date : _____

S.No	Date	SessionTime	Course Code	CourseName
1				
2				
3				

Instructions:

1. The Students should be inside the test hall before the commencement of the test. Late entry and early exit are not allowed.
 2. Students should follow the dress code and should wear the original ID card .
 3. The students should sit only in the seat allotted to them.
 4. The students should write their Register Number, Course Code, Course Name, etc., clearly on the first page of the answer book.
 5. The student should also write their register number on the question paper.
 6. Possessing of any kind communication devices including mobile phones and any incriminating materials (like bit paper, photocopy, etc.,) are not allowed inside the test hall.
 7. Punishments will be imposed on the students who indulge in malpractices in the tests as per the circular vide KEC/PRL/CIR-272/2022-23 dated March 20, 2023, issued by the Principal. Copy enclosed.
 8. Only permitted data books and permitted models of non-programmable calculators are allowed inside the examination hall.

TestCoordinator

HOD

 Estd : 1984	KONGUENGINEERINGCOLLEGE (Autonomous)PERUND URAI-638060 INTERNALQUALITYASSURANCECELL Question Paper Requisition	 ISO 9001
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Departmentof _____

Academic Year : 20XX-20XX

Semester : Odd/Even

Class : I / II / III / IV

Date :

S. No	Question paper Submission Date	Scrutiny Date	Submission Date to COE
1	Test 01		
2	Test 02		
3	Test 03		

Test Coordinator

HOD

 Estd : 1984	KONGU ENGINEERING COLLEGE (Autonomous) PERUNDURAI – 638060 INTERNAL QUALITY ASSURANCE CELL	
Continuous Assessment Test - Question Paper Scrutiny Report		

Month and Year of Examination:

Regulations:	Programme:	Branch:	Semester:
Course Code:	CAT : I / II / III		
Course Name:			

Name, Designation and Department of the Scrutiniser:

S.No	Description	QP.Set1	QP.Set2
1.	Regulations, Programme, Branch, Semester, Course Code and Course Name are verified	Yes / No	Yes / No
2.	Question paper conforms to syllabus and Question paper format	Yes / No	Yes / No
3.	The Knowledge level is maintained as per the assessment pattern	Yes / No	Yes / No
4.	The syllabus of this course is included in the GATE syllabus	Yes / No	Yes / No
	If yes, % of questions asked from previous GATE examinations		
5.	The questions are distributed as per question paper format	Yes / No	Yes / No
6.	The questions are equally distributed covering the syllabus with respect to CAT	Yes / No	Yes / No
7.	The marks assigned to each division / subdivisions are mentioned against each question.	Yes / No	Yes / No
8.	The CO and Bloom's level are mentioned against each question	Yes / No	Yes / No
9.	The same Bloom's Taxonomy level are maintained in either / or questions with same mark weightage.	Yes / No	Yes / No
10.	All datas, symbols and diagrams are checked	Yes / No	Yes / No
11.	Grammatical errors, Spellings are checked	Yes / No	Yes / No
12.	The list of permitted data books, data sheets etc., and instructions to the candidates if any are indicated in the Question Paper	Yes / No	Yes / No
13.	Repetition of Questions checked	Yes / No	Yes / No
14.	The modification are mentioned in the question paper (if any)	Yes / No	Yes / No
15.	Overall standard of the question paper after scrutiny:	Below average / Average / High	

Remarks about the question paper and suggestion for improvement:

Date:	Signature of the Scrutiniser
Certify that the Scrutinised question paper is correct in all respects. I also certify that none of my wards / relatives not appearing for this examination. (To be certified after final proof reading)	
Date:	Signature of the Scrutiniser
Head of the Department	

 Estd : 1984	KONGUENGINEERINGCOLLEGE (Autonomous)PERUND URAI-638060 INTERNALQUALITYASSURANCECELL	 ISO 9001
Seating Arrangement		

Department of _____

Academic Year : 20XX-20XX

Semester : Odd/Even

Class : I / II / III / IV

Date :

List of Hall arrangement

S. No.	Date and Session	Total no. of Students	No.of Students			Total no.of halls
			Hall- 01	Hall- 02	Hall- 03	
1						
2						
3						

Test Coordinator

HOD

Hall arrangement

Date

Session

Hallno:

<u>Roll no</u>				

Test Coordinator

 ESTD : 1984	KONGUENGINEERINGCOLLEGE (Autonomous)PERUNDU RAI-638060 INTERNALQUALITYASSURANCECELL CAT Hall Supervisor List	
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Departmentof _____

Academic Year : 20XX-20XX

Semester : Odd/Even

Class : I / II / III / IV

Date :

TestName	01/02/03
TimeSlot-I	
TimeSlot-II	

HallNumber	Date:		Date:		Date:	
	Slot-I	Slot-II	Slot-I	Slot-II	Slot-I	Slot-II

FacultyName

SquadDuty

S.no	Date	Hall no	Facultyname

Test Coordinator

HOD

 Estd : 1984	KONGUENGINEERINGCOLLEGE (Autonomous) PERUNDURAI-638060 INTERNALQUALITYASSURANCECELL Absentees Statement	
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Academic Year : 20XX-20XX

Semester : Odd/Even

Class : I / II / III / IV

Date :

Test :CONTINUOUSASSESSMENTTEST- I/II/III					
Programme:				Date:	
Branch :				Time:	
Sem	Numberof students inthe class	No.of Students	Roll No ofAbsent	Class Advisor Sign	Reason forAbsent
		Present	Absent		

Test Coordinator

HOD