

## KONGU ENGINEERING COLLEGE (Autonomous) PERUNDURAI – 638060 INTERNAL QUALITY ASSURANCE CELL



#### **Continuous Assessment Test Time-table**

	Department of	
Academic Year	: 20XX-20XX	Semester : Odd/Even
Class	: I/II/III/IV	Date :

S.No	Date	Session Time	Course Code	Course Name
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 .

Department of

- 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.

Test Coordinator Academic Coordinator HOD



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#### **Question Paper Requisition**

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 Academic Coordinator HOD



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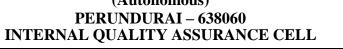
Head of the Department

### CONTINUOUS ASSESSMENT TEST - QUESTION PAPER SCRUTINY REPORT

Month	and Year of Examin	nation:				
Regula	tions:	Programme:	Branch:		Semes	ster:
Course	Code:		CAT:I/II/III			
Course	Name:					
Name,	Designation and De	epartment of the Scrutiniser:				
S.No		Description		QP. S	let1	QP.Set2
1.	Regulations, Programme, Branch, Semester, Course Code and Course Name are verified					Yes / No
2.	Question paper co	onforms to syllabus and Questio	on paper format	Yes / N	No	Yes / No
3.	The Knowledge le	evel is maintained as per the ass	sessment pattern	Yes / N	No	Yes / No
4.	The syllabus of th	is course is included in the GA	TE syllabus	Yes / N	No	Yes / No
4.	If yes, % of questi	ions asked from previous GATI	E examinations			
5.	The questions are	Yes / N	No	Yes / No		
6.	The questions are	Yes / N	No	Yes / No		
7.	The marks assigned to each division / subdivisions are mentioned against each question.					Yes / No
8.	The CO and Bloo	m's level are mentioned against	t each question	Yes / N	No	Yes / No
9.	The same Bloom' same mark weight	s Taxonomy level are maintain tage.	ed in either / or questions with	Yes / N	No	Yes / No
10.	All datas, symbols	s and diagrams are checked		Yes / N	No	Yes / No
11.	Grammatical error	rs, Spellings are checked		Yes / N	No	Yes / No
12.		ted data books, data sheets etc., ed in the Question Paper	and instructions to the candidates	Yes / N	No	Yes / No
13.	Repetition of Que	estions checked		Yes / N	No	Yes / No
14.	The modification	are mentioned in the question p	paper (if any)	Yes / N	No	Yes / No
15.	Overall standard of	of the question paper after scrut	iny: Below average / Aver	rage / Hig	gh	
Remark	s about the question	on paper and suggestion for imp	rovement:			
Date:						Scrutiniser
		d question paper is correct in a attion. (To be certified after final	ll respects. I also certify that none proof reading)	of my wa	ards / :	relatives not
Date:			Si	ignature o	of the S	Scrutiniser



### KONGU ENGINEERING COLLEGE (Autonomous)





#### **Seating Arrangement**

		Department of	of			_	
	nic Year : 2 : I	Semest Date	e :				
		Gist (	of Hall arr	angemen	t		
S.	Date and	Total no. of	No	o. of Stude	ents		
No.	Session	Students	Hall- 01	Hall- 02	Hall- 03	Tota	al no. of halls
1							
2							
3		A					
Test Coo	ordinator	Acad	lemic Coo	rdinator			HOD
		H	Iall arrang	gement			
Date						Sessi	on
Hall no	o: Roll no						



Class

Time Slot - I

Academic Year : 20XX-20XX

: I/II/III/IV

**Test Name** 

#### KONGU ENGINEERING COLLEGE (Autonomous) PERUNDURAI – 638060

### INTERNAL QUALITY ASSURANCE CELL



Department of \_\_\_\_\_

L	L	SUD ISO 9001
	_	
	Semeste	er : Odd/Even
	Date	:
0	1/02/03	
	]	Date:
	Slot-I	Slot-II

Time Slot - II						
Hall Number	Date:		Date:		D	ate:
	Slot-I	Slot-II	Slot-I	Slot-II	Slot-I	Slot-II
Faculty Name						

#### **Squad Duty**

S.no	Date	Hall no	Faculty name

**Test Coordinator Academic Coordinator HOD** 



### KONGU ENGINEERING COLLEGE (Autonomous)

#### PERUNDURAI – 638060 INTERNAL QUALITY ASSURANCE CELL



#### ABSENTEES STATEMENT

Academic Year	: 20XX-20XX	Semester	: Odd/Even
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Class : I/II/III/IV Date :

Test : CONTINUOUS ASSESSMENT TEST – I / II / III						
				Date :		
				Time:		
	Number of	No. of S	Students	Roll No of	Class Advisor Reason Sign for Absent	
Sem	students in the class	Present	Absent	Absent		forAbsent

Test Coordinator Academic Coordinator HOD