



# P.G.D.A.V. College

University of Delhi

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Supporting document

for

**Annual Quality Assurance Report, 2022-23**

**Criteria 2.5.1**

*Mechanism of internal assessment is transparent and robust in terms of frequency and mode*

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# Guidelines of the University of Delhi regarding assessment pattern

## UNIVERSITY OF DELHI

CNC-II/093/1(22)/2022-23/  
10<sup>th</sup> February, 2023

### **NOTIFICATION**

#### **Addition to Ordinance VIII**

**[EC Resolution No. 60-1/ (60-1-13) dated 03.02.2023]**

Following addition be made to the Ordinance VIII (VIII-F) of the Ordinances of the University:

#### **Add the Following:**

#### **Assessment pattern of Courses based on Under Graduate Curriculum Framework – 2022 to be implemented from the Academic Year 2022-2023.**

1. The assessment pattern that shall be adopted for the purpose of assessment of courses that have been approved by the Competent Authorities under the UGCF 2022 shall be as follows:
  - (a) In any course where 01 credit is attributed to 'Tutorial', an objective assessment process has to be developed as a credit earned by a student in a course will eventually lead to its deposition in the Academic Bank of Credit of such student. Therefore, it is imperative that each credit earned by a student is adequately assessed and recorded accordingly.
  - (b) In view of the above, the components of Tutorial have been listed so that at least some of these activities (listed at point no. 3 below) may be picked up by a student, in consultation with the teacher, as per rules devised for this purpose. The activities conducted shall be assessed through continuous assessment.
    - (i) Some of the activities that may be done as component of tutorials are as follows:
      - Literature review
      - Book review
      - Movie review
      - Project activity (group)
      - Research cum presentation
      - Creative Writing/Paper writing
      - Group discussion
      - Problem Solving exercises

Available on:

<https://www.du.ac.in/uploads/new-web/notifications-2021/15022023-Notification%20-%20Amendment%20to%20Ordinances%20VIII%20passed%20by%20Executive%20Council.pdf>

- Any creative production (may be done in a group)
- Innovative Project
- Any other scholastic work related to application of conceptual understanding of the subject.

(ii) Further, out of forty marks allocated for Continuous Assessment of tutorial, five marks shall be for attendance, which shall be distributed as follows:

- |    |  |           |
|----|--|-----------|
| a. | More than 67% attendance but less than 70% attendance  | - 1 mark  |
| b. | More than 70% attendance but less than 75% attendance  | - 2 marks |
| c. | More than 75% attendance but less than 80 % attendance | - 3 marks |
| d. | More than 80% attendance but less than 85% attendance  | - 4 marks |
| e. | More than 85 % attendance                              | - 5 marks |

There shall **not** be marks for attendance in Continuous Assessments for practical.

2. (i) Internal Assessment (IA) shall consist of marks secured in class tests, assignments/ presentations and attendance. For instance, for an Internal Assessment of 25 marks, Class tests shall comprise of 10 marks, Assignments/Presentations shall comprise of 10 marks and attendance shall be for 5 marks. Similarly, for IA of 30 marks, 6 marks shall be for attendance, 12 marks for class test and 12 marks for Assignments/Presentations.

(ii) Six marks for attendance shall be distributed as follows:

- |     |  |             |
|-----|--|-------------|
| (a) | More than 67% attendance but less than 70% attendance  | - 1.2 mark  |
| (b) | More than 70% attendance but less than 75% attendance  | - 2.4 marks |
| (c) | More than 75% attendance but less than 80 % attendance | - 3.6 marks |
| (d) | More than 80% attendance but less than 85% attendance  | - 4.8 marks |
| (e) | More than 85 % attendance                              | - 6.0 marks |

3. (i) To make Internal Assessment and Continuous Assessment fair and reasonable, it is necessary to strengthen the Monitoring Committee for Internal Assessment in every College, constituted as per clause 5 (ii) of Ordinance VIII-E of the Ordinances of the University. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any. The same Committee shall also look into the process of Continuous Assessment and redress grievances, if any.

(ii) A student who is discontent with the decision taken by the Monitoring Committee for Internal Assessment of the College, with respect to the grievance submitted by him/her relating to Internal Assessment/Continuous Assessment, may file an appeal before an appellate body consisting of the Principal of the College, the Teacher-in-charge of the department/senior faculty member, the concerned teacher

who has assessed the aggrieved student and shall be chaired by the Nominee of Dean of Colleges or Director South Delhi Campus, under whose jurisdiction the concerned College falls.

4. The theory examination and internal assessment shall be a cumulative assessment of the teaching-learning done in the theory as well as tutorial classes.
5. The assessment pattern for courses of different credit distributions is provided in **Table - 1**.
6. Practical marks for courses of total four credits, shall comprise of
  - (i) continuous evaluation (25%),
  - (ii) end term practical examination (50%) and
  - (iii) viva-voce (25%).

Practical marks for courses of total two credits shall comprise of

- (i) continuous evaluation (50%),
  - (ii) end term practical /written exam (25%) and
  - (iii) viva-voce (25%)
7. The variance of the total marks in various combinations of LTP structure shall be aligned with the help of “weighted average” calculated through an appropriately devised formula for conversion of marks to grades.
8. “The attendance requirement for continuous mode of assessment shall be as per Ordinance VII of the Ordinances of the University”.
9. To enable students to improve their grades, the following may be adopted:

Grade obtained in the course/paper	Grade obtained in Theory	Grade obtained in Practical/ Tutorial	Re-register	Course of action to improve the Grade
<b>F</b>	Not Satisfied*	Satisfied	No	To appear in end term theory exam of that course/paper for Essential Repeat
<b>More than F</b>	Not Satisfied*	Satisfied	No	To appear in end term theory exam of that course/paper for improvement
<b>More than F</b>	Not Satisfied (IA marks satisfied)	Satisfied	No	To appear in end term theory exam of that course/paper for improvement
<b>More than F</b>	Not Satisfied including IA	Satisfied	Yes	To attend the course and appear for IA and end term theory examination for improvement
<b>More than F</b>	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for improvement.

<b>F</b>	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.
<b>F</b>	Not Satisfied*	Not Satisfied*	Yes	Attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.

\*Not satisfied indicates Grade below the passing marks prescribed for theory/practical.

10. The final percentage of marks (%) for the students graduating from 2022-2023 shall be calculated as Grand CGPA (Cumulative Grade Point Average) multiplied by a factor of 10.

**TABLE-1**

Total Credits	L	T	P	End term Theory Exam marks	Internal Assessment (IA) marks	Total of theory exam and IA	Duration of theory exam	Tutorial	Practical marks				Grand Total marks
									CA	CA	End term practical/ written exam	Viva-voce	
4	3	1	0	90	30	120	3 hours	40	0	0	0	0	160
4	3	0	1	90	30	120	3 hours	0	10	20	10	40	160
4	0	0	4	0	0	0	NA	0	40	80#	40	160	160
4	1	0	3	30	10	40	1 hour	0	30	60	30	120	160
4	2	0	2	60	20	80	2 hours	0	20	40	20	80	160
2	1	0	1	30	10	40	1 hour	0	10	20**	10	40	80
2	0	0	2	0	0	0	NA	0	20	40**	20	80	80
2	2	0	0	60	20	80	2 hours	0	0	0	0	0	80

**#In case there is no end term Practical examination for any 4 credit course, which has only Practical component, this mark shall be added to Continuous Assessment of the Practical and the total of the CA for Practical shall be 120.**

**\*\*In case of courses of two credits which have practical component, either there shall be end term Practical Examination or end term written examination.**

**CA** - Continuous Assessment  
**IA** - Internal Assessment

*Yves Gupta*  
**REGISTRAR**

# Internal assessment on google classroom

Classroom > Bcom(P) ISM Sec C Sem IV

Bcom(P) ISM Sec C Sem IV



Instructions Student work

## Class Presentations

Madhurika Verma • Feb 2, 2022

100 points

The attached documents consists of the schedule for class presentation starting from 7th February, 2022.

 Tues_Sat PPT Schedules Sec-... PDF	 Mon_Wed PPT Schedule Sec... PDF
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Class comments

## **Notice for scheduling Internal Assessment for Semester V (Nov-Dec,2022) by the College and notified on the College Website**

**P.G.D.A.V. COLLEGE**

**NOTICE**

### **Internal Assessment, Sem-V (Odd Semester, Nov-Dec, 2022)**

Colleagues taking **Semester-V** are requested to kindly take the blank proformas from the Dealing Assistant of Semester - V (Mr. Pramod) in the office and submit the filled proformas to Ms. Divya Bharti in the Computer Lab (Room No. 12). Proformas will be available from **10.11.2022** and **last date** to submit the filled proformas is **19.11.2022**.

Colleagues are requested to add the details (*names & roll nos.*) of any student on rolls with them but missing in the proforma.

Colleagues are requested to complete all the columns of the proforma of IA marks carefully including the **Column of Total**.

Colleagues, who teach **GE papers**, are requested to submit the IA marks **course-wise** separately.

*Please note that as per the communication with the University, it will be very difficult to make any rectification in the IA marks after submission with the examination branch of the University. So the colleagues are requested to incorporate any changes in the IA marks well in time.*



## **Notice for scheduling Internal Assessment for Semester III (Nov-Dec,2022) by the College and notified on the College Website**

**P.G.D.A.V. COLLEGE**

**NOTICE**

### **Internal Assessment, Sem-III (Odd Semester, Nov-Dec, 2022)**

Colleagues taking Semester-III are requested to kindly take the blank proformas from the Dealing Assistant of Semester – III in the office and submit the filled proformas to Ms. Divya Bharti in the Computer Lab (Room No. 12). Proformas will be available from 06.12.2022 and last date to submit the filled proformas is 14.12.2022.

Colleagues are requested to add the details (*names & roll nos.*) of any student on rolls with them but missing in the proforma.

Colleagues are requested to complete all the columns of the proforma of IA marks carefully including the **Column of Total**.

Colleagues, who teach GE papers, are requested to submit the IA marks course-wise separately.

*Please note that as per the communication with the University, it will be very difficult to make any rectification in the IA marks after submission with the examination branch of the University. So the colleagues are requested to incorporate any changes in the IA marks well in time.*

Date: 05.12.2022

(M.K. Jha)  
IA Committee

# Notice for scheduling Internal Assessment for Semester I (Feb-Mar, 2023) by the College and notified on the College Website

P.G.D.A.V. COLLEGE

NOTICE

## Internal Assessment, Sem-I (Odd Semester, Feb-March, 2023)

Colleagues taking Semester-I are requested to kindly take the blank proformas from the Dealing Assistant of Semester-I in the office and submit the filled proformas to Ms. Divya Bharti in the Computer Lab (Room No. 12). Proformas will be available from 13.02.2023 (Monday) and last date to submit the filled proformas is 20.02.2023 (Monday).

Colleagues are requested to add the details (*names & roll nos.*) of any student on rolls with them but missing in the proforma.

Colleagues are requested to complete all the columns of the proforma of IA marks carefully including the **Column of Total**.

Colleagues, who teach **GE/SEC/AEC/VAC papers**, are requested to submit the IA marks course-wise separately.

*Please note that as per the communication with the University, it will be very difficult to make any rectification in the IA marks after submission with the examination branch of the University. So the colleagues are requested to incorporate any changes in the IA marks well in time.*

Date: 11.02.2023

(M.K. Jha)  
IA Committee

# Notice for scheduling Internal Assessment for Semester IV & VI (May, 2023) by the College and notified on the College Website

P.G.D.A.V. COLLEGE

NOTICE

## Internal Assessment, Sem-IV & VI (Even Semester- May, 2023)

Colleagues taking Semester IV & VI are requested to kindly take the blank proformas from the Dealing Assistant of Semester IV & VI in the office and submit the filled proformas to Ms. Divya Bharti in the Computer Lab (Room No. 12). Proformas for Semester IV & VI will be available from 28.04.2023 (Friday) & 26.04.2023 (Wednesday) respectively and last date to submit the filled proformas is 06.05.2023 (Saturday).

Colleagues are requested to complete all the columns of the proforma of IA marks carefully including the **Column of Total**.

Colleagues, who teach GE papers, are requested to submit the IA marks course-wise separately.

*Please note that as per the communication with the University, it will be very difficult to make any rectification in the IA marks after submission with the examination branch of the University. So the colleagues are requested to incorporate any changes in the IA marks well in time.*

The internal assessment can also be submitted **online** using the links given below:

Search and download you IA sheet using paper code

[https://drive.google.com/drive/folders/1HiIH1zeBkt8NwF-A-lcOD0oakk1\\_0wy?usp=share\\_link](https://drive.google.com/drive/folders/1HiIH1zeBkt8NwF-A-lcOD0oakk1_0wy?usp=share_link)

Upload your IA sheet here

<https://forms.gle/w9EerSrvhEW44sUW8>

These links along with the list of Paper codes is also shared on Whatsapp group.

(Please use your official email-id for downloading and uploading of IA sheets. For any difficulty in online mode please contact Mr. Rajesh Khanna: 9818182236.)

Date: 25.04.2023

(M.K. Jha)  
IA Committee