

# ANNEXURE – XII



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**Mahindra University**  
**Examinations Evaluation Rules**

The University follows a framework of continuous evaluation policy. The components of evaluation in each Course are required to be pre-defined by the concerned teachers and communicated to all students at the beginning of each Course. The examination system comprises of the following:

- (a) Generally, 2 written examinations i.e. Mid Term and End Term Examination
- (b) Continuous Assessment by faculty in the form of
  - (i) Class Assignments
  - (ii) Quizzes
  - (iii) Group Projects
  - (iv) Seminars
  - (v) Viva-Voce
  - (vi) Or any other component as decided by the faculty teaching the Course
- (c) Practical's whether a part of the Course or a separate Course which involves day-to-day evaluation and/or Mid-Term/End-Term evaluation as decided by the teacher concerned
- (d) Pre-defined rules for examination of Courses of special nature like Internship, projects etc.

The details of examination and evaluation system of each Program are covered under respective regulations and rules governing the program.



## Methods of Evaluation of Answer Scripts

The answer scripts are evaluated by the internal faculty only. However, guidelines exist for moderating and validating not only the question papers but also the model answers before evaluation of the answer sheets. After evaluation, it is necessary to share the answer scripts with the students for maintaining transparency, before submission of evaluated answer books to the examination section. Similarly, the grading is carried out as per the Grading policy defined in the Examination Rules of the Program. Grading for each Course is moderated by the Grading Committee of the Department and normalized by the School Moderation Committee. Rules are in place to invite external examiners for assessment of Projects at all levels and evaluation of Ph. D thesis and its oral defence.

## Guidelines to Set the Question Papers

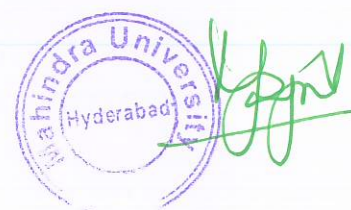
The university has laid down guidelines for the examination, which is to assess the level of students learning and the level of success achieved by the faculty in transferring the knowledge. Therefore, the objective of the students' assessment is to discriminate among good, average and below average students. Further, the students are informed of the Course Outcomes, evaluation parameters at the beginning of each Semester/Term by the concerned teachers. This is done through the detailed Course description document, which is provided to each student and is also available on the Learning Management system (LMS). The question paper is evenly distributed over the entire syllabi (as applicable for the examination) with the varying level of complexity as defined under Bloom's Taxonomy. The questions are roughly distributed as under:

**(a) For closed book examinations:**

- (i) Comprehension questions (including simple applications)
- (ii) Application oriented questions
- (iii) Analysis and simple level synthesis questions
- (iv) Higher level Synthesis, Evaluation & critique questions

**(b) For open book examinations:**

- (i) All questions may be of higher-level Analysis & Synthesis, Evaluation and Critique type.



(ii) Direct Application and Direct Analysis type is emphasized.

(iii) Resources allowed to be used are clearly specified.

(iv) The teacher at his/her own discretion may decide to conduct open book examination with prior information to students and Controller of Examination.

