

1.1.2 (Q1) The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE):

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations.

As an affiliated institution of JNTUK, evaluation norms of the university are followed. The university has adopted major reform in evaluation by introducing Credit based grading system from the academic year 2023-24 and the institute has adopted the same. The college has adopted a method of assessing the academic performance of the students on a continuous basis.

UCET follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares College Academic Calendar (CAC) and subsequently every department prepares Department Academic Calendar (DAC). College Academic Calendar of events includes details like the total number of working days and holidays, CIE dates etc. The department calendar comprises guest lectures, workshops and industrial visits, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances.

The academic calendars help faculty members to plan their respective course delivery research work academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

➤ **Continuous assessment in theory & practical subjects:**

As per the JNTUK regulations, two internal midterm exams will be conducted. The examination evaluation as follows:

As per UG regulation:

Regulation	Theory Subject			Practical Subject		
	Internal	External		Internal	External	
R19	25M	75M		20M	30M	
R20	30M	70M		15M	35M	
Internal Exam Evaluation (Theory)				Internal Exam Evaluation(Practical)		
Regulation	Quiz	Descriptive	Assignment	Day-to-Day work	Record	Internal examination
R19	10M	10M	5M	5M	5M	10M
R20	10M	15M	5M	5M	5M	5M

Internal Marks can be calculated with 80% weightage for better of the two Mids and 20% weightage for other Mid Exam.

Example: For R19 & R20

Final internal Marks = (Best Mid marks x 0.8 + other Mid marks x 0.2)

Mid-1 marks = Marks secured in (online examination-1+descriptive examination-1+one assignment-1)

Mid-2 marks = Marks secured in (online examination-2+descriptive examination-2+one assignment-2)

Final internal Marks = (Best of (Mid-1/Mid-2) marks x 0.8+ Least of (Mid-1/Mid-2) marks x 0.2)

Whereas, as per R19 PG regulation, The performance of a student in each semester shall be evaluated subject-wise with a maximum of 100 marks for theory subject and 100 marks for practical subject for PG Engineering but for PG, MBA practical subject for 60 Marks. For theory subjects the distribution shall be 25 marks for Internal Evaluation and 75 marks for the End Examinations. The marks allotted for internal exams are 25, In this frame work, the college conducts the following components as part of internal exams. Descriptive exam (25 marks) of two midterm examinations and final marks are sum of average of two mid-term examinations.

Regulation	Theory Subject		Practical Subject	
	Internal	External	Internal	External
R19	25M	75M	25M	75M
Internal Exam Evaluation (Theory)		Internal Exam Evaluation(Practical)		
Regulation	Descriptive	Day-to-Day work	Record	Internal examination
R19	25M	5 M	5M	15 M

The following methods effectively implemented for the theory subjects to improvement the performance of the students:

- ❖ To bring uniformity in evaluation in scripts by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them.
- ❖ Special tests for slow learners and providing Question bank from each unit.
- ❖ More assignments are given for practice.
- ❖ The students will be informed the mistakes committed and guided to improve their performance in next examinations.
- ❖ Each student is encouraged to give seminars in the class.

The following methods effectively implemented for the practical subjects to improvement the performance of the students:

- ✓ In this regard, the faculty will do the keen evaluation of day to day performance of the student for every experiment which includes regularity, procedure, results,

viva and promptness in submission of records and the marks obtained are recorded against each experiment in the student record.

Continuous assessment in projects:

As part of the internal assessment of projects which are done in III & IV years, college follows the following framework. Project Review Committee (PRC) is formed for every department consisting of Head of the Department, Project In charge and two senior faculty members to identify the projects.

Students are formed into groups. The groups collect the literature on a topic and review the literature and submit the title with objective, plan of action for title approval to PRC.

Project Review Committee assesses and approves projects for each group. After obtaining the approval of the PRC the groups are allotted with a faculty member as their guide for the project and can start up the Project work.

Review meetings are conducted for the continuous assessment in project Review 1 covers abstract & block diagram, Review 2 covers implementation and Review 3 covers final results with code.

Grades will be given for all the reviews. The average of all is taken and internal marks for projects will be awarded.

- ❖ Additional experiments are introduced
- ❖ Students are allowed to utilize the laboratory.

Internal assessment is transparent and robust in terms of frequency and variety:

- ❖ There is complete transparency in the internal assessment. The criterion adopted is as directed by the university.
- ❖ At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance.
- ❖ To ensure proper conduct of formative tests, two invigilators are assigned to each hall.
- ❖ Evaluation is done by the course handling faculty members within three days from the date of examination.
- ❖ The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.

- ❖ The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- ❖ The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.
- ❖ Noting the values in observation and validating the theoretical aspects student must submit lab record regularly.
- ❖ Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.
- ❖ For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications is tested by viva voce for laboratory courses.
- ❖ For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides.
- ❖ To ensure the transparency and curb the mal practices the university has introduced jumbling system and theory end examinations are conducted at a center other than the college as decided by the University.
- ❖ The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.