



Ref. No. :

Date :

Ref No. COE/MAKAUT/FACULTY/1/2019-20

Date: 13/09/2019

Notice regarding submission of Continuous Evaluation (CA)

This is in continuation to notification No COE/MAKAUT/FACULTY/2018-19 dated 03/08/19 & 31/08/19 for capturing students, faculty and continuous evaluation data in the examination portal.

The continuous evaluation (CA) need to be submitted 4 times in a semester based on performance of the students assessed at the end of August, September, October and November 2019 as per academic calendar published by the University. The 4 nos of CAs could be based on test/ viva/ quiz/ presentation/ seminar/ GD etc out of which 2 nos preferably would be tests (irrespective of 1st/2nd/3rd/4th).

Full marks and mode of test/ viva/ quiz/ presentation/ seminar/ GD etc could be based on the decisions made in the academic committees of the colleges concerned but every time it should be converted to 25 during submission of the marks in the portal. Please put A/AB for absent candidates. At the end of the Semester, University would take 25 marks out of 4 nos of CAs (strategy would be based on decision by appropriate authority) and 5 marks would be for attendance for total internal marks of 30.

After completion of capturing of CA in each of the stages, that would be locked and could not be altered during entering CAs of subsequent stages. After capturing all 4 nos of CA marks, University would generate eligible number of students for submission of overall attendance through the college admin for generating examination form.

CA for 1st Semester and 3rd Semester Lateral entry students would be captured after the completion of the registration process. However, it is advised to keep record of at least 3 nos of CAs for final uploading.

The submission of 2nd CA for the month of September would be opened during the last week of September after completion of capturing 1st CA and would be completed before the puja vacation. All concerned are advised to prepare accordingly.

For any assistance, all are advised to write the query in the 'Support' system of the portal.

(Dr. Subhashis Datta)
Controller of Examinations