



**REFORMS IN THE PROCESS AND
PROCEDURE IN CONDUCT OF
EVALUATION/EXAMINATION;INCLUDING
AUTOMATION OF THE EXAMINATION
SYSTEM**

Institute is affiliated to Maharashtra University of Health Sciences Nashik, hence it follows the guidelines of university to conduct examination. Institute has made a few reforms after considering issues faced by students and staff over few years in order to ease the exam process. They are as follows:-

Reform	Purpose
INSTITUTE LEVEL	
Sharing question bank	preparation for exam
Sharing model answers	Preparation for exam
Academic calendar at start of the year	Preparation for academic year ,maintain transparency
Exam time table at least 15 -21 days before exam	Advanced preparation for exam
Ideal answers discussion and exam result sharing within 2 weeks-3 weeks after exam	Well in time sharing of ideal answers for future preparations of exam ,maintain transparency
Internal audit of exam	Ensure that Exam related SOPs are followed during exam conduction eg within time sharing of time table ,results etc ,maintaining transparency
Academic audit	Ensure that academic calendar and schedule was followed along with events planned through out the year, maintain transparency
Grievance adressal by student grievance committee	Ensuring student grievance related to internal exam is solved in timely manner as per SOP of student grievance committee , maintain transparency
Self check with OSPE,OSCE,checklist	Self assessment as preparation of exam
Revisions before exam	As preparation for exam
Case presentation and grading	Self assessment and grading for internal assessment and university exam
Clinical work evaluation	Assessment by supervisor for timely feedback about clinical skills and conduct to student , maintain confidentiality
Log book maintenance	for timely feedback about clinical skills and conduct of student

Submission of Internal assessment marks to university only after seen and accepted by students	avoid unfair means during IA calculation and university submission, and maintain transparency
Student grievance committee SOPs	Ensuring student grievance related to internal exam or any other issues is solved in timely manner
Automation in exam process on institute level	
Sharing of information related exam on college whats app group	Timely information sharing , maintain confidentiality
Study material on ERP , teams which students can access through their personal ID	Easy and timely information sharing , maintain confidentiality
Online/offline revisions/ tests	Preparation for exam
CCTV monitoring during exam	Avoid unfair means practice during internal exam
UNIVERSITY LEVEL	
Sharing academic calendar at star of year	Preparation and planning for academic year , maintain confidentiality
Exam center for theory other than own college	Avoid unfair means practice in exams
Central paper setting	Avoid unfair means practice in exams
Central paper assessment	Avoid unfair means practice in exams
Internal and external examiner for practical assessment	Avoid unfair means practice in exams
Continuous monitoring of CAP center and Exam center using CCTV at university level	Avoid unfair means practice in exams, maintain transparency
Flying Squad visits at exam center	Avoid unfair means practice in exams
Automation in exam process on university level	
University website for exam ,syllabus ,exam center ,form filling,IA sharing , results details	Preparation and planning for academic year, easy and vast information sharing ,maintain transparency
Barcode on answer papers	Avoid unfair means practice in exams
Scanning and marksheet preparation	Avoid unfair means practice in exams

Printed hall tickets and seat numbers assigned centrally	Avoid unfair means practice in exams
Grievance redressal mechanism	Avoid unfair means practice in exams, maintain transparency
Separate Log in ID for teachers for exam appointments and practical exam mark submission	Ease for marks submission, avoid unfair means during mark submission ,maintain confidentiality
Separate log in ID for college for Internal assessment exam mark submission	Ease for marks submission, avoid unfair means after mark submission, maintain confidentiality
Separate Log in ID for Masters students for synopsis and dissertation submission and related communication	Easy submission and information sharing , maintain confidentiality
Separate Log in ID for PG teachers for dissertation and synopsis checking and communication related to the same	Avoid bias during dissertation assessment
Use of plagiarism check software before approval of dissertation	Avoid plagiarism



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