

**USHA MARTIN UNIVERSITY
JHARKHAND**

**EXAMINATION ANNUAL
REPORT**



**USHA MARTIN
UNIVERSITY**

Inclusion, Innovation & Ethics



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Registrar
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उषा मार्टिन विश्वविद्यालय
Ranchi-835103/रांची-835103

Academic Session – 2018-19



USHA MARTIN
UNIVERSITY

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VISION AND MISSION

VISION

To provide value based education relevant for all, nurture local talent, support creation of excellence in teaching, learning and research, produce high quality innovative graduates and contribute towards sustainable development of the state.

MISSION

The university shall strive to promote innovative strategies for seamless dissemination and creation of knowledge using latest techniques, available media and technologies so that its graduates acquire skills to get sustainable employment and contribute with a sense of service to national and global society.



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1. Introduction

The Examination Cell of Usha Martin University is governed by Program Ordinances and Examination Manual.

For offering high quality examination services, the Examination Cell ensures transparency in all its activities, aimed to support faculty, students and institutions.

Examination Cell of Usha Martin University is headed by the Controller of Examinations who reports to the Vice Chancellor. The entire process of assessment and evaluation including the conduct of examination is as per the provisions of the University Ordinance and Examination Manual. As per the policy of the University, the continuous and progressive evaluation system is adopted to evaluate the learner's ability to develop analytical skills and decision-making power.

The Examination Cell is responsible for end-to-end process of the students' assessment by conducting Final Examinations, Allocation of Invigilators, Preparing Seating Plan, Addressing Revaluation Queries, and Declaration of Results etc.

Usha Martin University has devised an evaluation system that is based on continuous assessment and End semester examination with a ratio of 40:60. For all PG courses also the ratio is 40:60. The continuous assessment includes class tests, assignments, book reviews, seminars, group discussion, group presentations, laboratory work, project work and attendance etc.

i. Continuous Assessment of Theory courses (40 Marks):

- i. The Continuous Assessment in respective theory subjects shall comprise of Continuous assessment /class test, assignments and regularity in each of the subjects offered.
- ii. Continuous assessment /class tests, semester reports and/or assignments in each course shall carry 40 Marks. Out of which 25 marks shall be for Continuous assessment /class tests and quizzes and 15 marks shall be for assignment(s) and regularity.
- iii. The semester report(s) and/or assignment(s) shall be submitted by the students to the teachers concerned, by a date fixed by the Head of the Department. After evaluation of Continuous assessment /semester report(s) and/or assignment(s), the teacher concerned shall submit the marks to the Controller of Examination.
- iv. The marks obtained in Continuous assessment shall be displayed on the Notice-Board.

ii. End Semester Examination and evaluation of Theory courses (60 marks):

- i. The question papers shall be set and the answer-scripts shall be evaluated by the examiners/evaluators duly assigned by the Controller of Examination (COE) of the University. After evaluation of End Semester answer script, the teacher concerned shall submit the marks to the Controller of Examination.

- ii. In case of any objection by a student in the evaluation, the same shall be looked after by the **moderation committee** duly constituted by the order of the Vice Chancellor. The chairman of the committee with its recommendation may order for the scrutiny of the answer sheets. The decision of the moderation committee will be final in any case.
 - iii. Where candidate fails to take End Semester examination in any one or more courses/subjects or having taken the examination, has but failed to secure the minimum pass marks in any one or more courses/subjects or in the aggregate, his total marks in the Continuous assessment for the respective subjects shall be carried forward to the subsequent assessment.
- iii. **Continuous Assessment and End Semester Examination and evaluation of Laboratory/Practical Courses:**
- i. Each laboratory course (both Core and Elective) is equivalent to 1.5 or 2 credit carrying 100 marks each. Out of 100 marks, 40 marks will be Continuous assessment and 60 marks will be End Semester Examination and evaluation.
 - ii. Continuous assessment of Practical course will be based on Lab Files/Record, Quizzes and Attendance which carries 20, 15 and 5 marks respectively.
 - iii. End semester examination will be based on evaluation of Practical programs carrying 40 marks and Viva-voce carrying 20 marks.

2. Academic Calendar for 2018-19:

The Academic Calendar is issued by the University right before the commencement of academic session. Block of Examination is notified through Block Academic Calendar for both odd/even semesters and yearly courses. A detailed Examination Calendar is prepared by the Examination Cell based on the Block in Academic Calendar.

The block of examination including practical for academic session 2018-19 is given below:

S.No.	Academic Session 2018- 19	Examination type	Examination duration	
			From	To
1	Odd Semester (2018-19)	UG Theory	18.12.2018	31.12.2018
		PG Theory	15.12.2018	31.12.2018
2	Even Semester (2018-19)	UG Theory	14.05.2019	29.05.2019

		PG Theory	14.05.2019	29.05.2019
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Practical examination conducted at institute level.

Registration of the student: List of eligible candidates (those who have completed the attendance criteria according to University norms) send by institute/department to COE office for theory examination

3. Details of Question Papers:

Controller of Examinations (COE) notifies the schedule of examination as per the 'academic calendar' and the deviation, if any, is informed to all concerned after due approval. A circular is also issued by Examination Cell to all paper setters to prepare one set of question paper for each subject code in prescribed format.

Once the question papers are prepared, they are moderated by a Moderation Committee to ensure that the question papers are as per standard. Finally, one paper along with the solution are submitted in sealed envelopes to the Controller of Examination office as per given time schedule. These question papers are kept in a very confidential place (Strong Room) under the supervision of COE.

Printing of question papers is done in a very confidential environment.

S. No.	Academic Session 2018- 19	Total number of question papers	Number of paper set used	No. of paper setter
1	Odd Semester (2018-19)	45	90	17
2	Even Semester (2018-19)	44	88	18

4. Duration of Examination:

Question paper for theory examination of a course of any program is of 3 hours' duration.

5. Preparation and Notification of Examination Schedule:

Since UMU follows Academic Calendar, examinations are conducted only on the basis of Academic Calendar and accordingly Examination Cell prepares the examination schedule and publishes for students and HoDs.

List of Programmes and declaration dates last semester-end and year-end examination for AY: 2018-19				
Programme Name	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year-end examination	Number of Days
MBA	IV	28/05/2019	10/06/2019	13

6. Number of Answer-sheet Evaluator:

S. No.	Academic Session 2018- 19	No. of Answer-sheet Evaluator
1	Odd Semester (2018-19)	17
2	Even Semester (2018-19)	18

7. Details of Unfair Means Cases:

Details of UFM cases during session 2017-18:

Mode	Odd Sem. 2017-18	Even Sem. 2017-18
Incriminating Material (Printed Paper)	03	Nil

8. Student Grievance:

Number of students who applied to the Controller of Examinations within 15 days after declaration of result for the scrutiny of the marks obtained in the end Semester Examination are as follows:

Semester	Scrutiny
Odd Semester	Nil
Even Semester	02

Percentage= (No of complaints or grievances about evaluation /Total number of students

$$\begin{aligned} & \text{appeared in the examinations) *100} \\ & = (2/458) * 100 = \mathbf{0.4366\%} \end{aligned}$$

9. Result summary/Analysis:

S. No.	Semester	Programme	Appeared Students	Pass Students
1	Odd Semester 2018- 19	UG and PG	234	215
2	Even Semester 2018- 19	UG and PG	224	199

Result of odd semester placed to examination committee after recommendation of examination committee result send to academic council for publication.

Number of students passed during the year

S. No.	Program Code	Program Name	Number of students appeared in the final year examination	Number of students passed in final year examination
1	BMCM1	MBA	30	29
TOTAL			30	29

Pass percentage = (Total number of students who passed in the university examination / total number of students who appeared for the examination) *100

$$= (29/30)*100 = \mathbf{96.67\%}$$

10. Degree Awarded:

Number of students awarded degree:

Subject 2019	UG	PG	Ph.D	Total
No. of degree	-	29	-	-

Gold Medal List

S. No.	Reg. No.	Student's Name (Gold Medallist)	Course
1	217037101035	Koylada Deepankar	Master Of Business Administration

Note:2019 passed students degree certificate data uploaded on NAD/ digilocker portal.

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