

4. GUIDELINES

4.1 Guidelines for Assessment of Student Centred Activities (SCA)

- Distribution of 25 marks for SCA will be as follows:
 - i. 05 marks shall be given for general behaviour
 - ii. 05 marks for attendance shall be based on the following distribution:

*	< 75%	Nil
*	75-79.9%	3 marks
*	80-84.9%	4 marks
*	> 85%	5 marks
 - iii. 15 marks shall be given for the Sports/NCC/Cultural and other Co-curricular activities after due consideration to the following points:
 - * For participation in sports/NCC/Cultural/other Co-curricular activities at National level or above, students will be rewarded with minimum of 12 marks
 - * For participation in two or more of the listed activities, 3 extra marks should be rewarded
 - * For participation in sports/NCC/Cultural/other Co-curricular activities at Inter-polytechnic level, students will be rewarded with minimum of 10 marks

4.2 Guidelines for Internal Assessment

- The distribution of marks for Internal Assessment in theory subjects shall be made as per the following guidelines:
 - i. 60% of internal assessment shall be based on the performance in the house tests. At least three such tests shall be conducted during the semester out of which best two shall be counted for assessment.
 - ii. 20% marks shall be given based on performance in seminar, group discussion etc. by assessing the technical and communication skills of the student.
 - iii. 20% marks shall be given for attendance/punctuality in the subject concerned and for assignments, in equal proportion.
- The distribution of marks for Internal Assessment in practical subjects shall be made as per the following guidelines:
 - i. 60% marks shall be awarded for performance in practical
 - ii. 20% marks shall be given for Report/Practical book and punctuality in equal proportion.
 - iii. 20% marks shall be for Viva-voce conducted during the practical.