



# भारतीय सूचना प्रौद्योगिकी संस्थान, नागपुर Indian Institute of Information Technology, Nagpur

Institute of National Importance by the Act of Parliament  
The Indian Institute of Information Technology (PPP) Act, 2017

**Preamble:** Due to ongoing COVID-19 crisis and extended lockdown the institute administration has realised that the on campus residual teaching and exam evaluation for the conclusion of current semester I almost impossible before the month of September 2020. This is going to badly affect the commencement of next semester along with the commencement of internships or employment or opportunities of pursuing higher studies. Hence an urgent meeting under the chairmanship of Institute Director was convened on May,08,2020 and it was resolved that the complete academics will be shifted online or remote or electronic mode. To work out the consequent modalities and gradation policy a special committee under the chairmanship of Dr. Ashwin Kothari, I/C Dean IIIT Nagpur with Dr. Ankit Bhurane, HoD-ECE, Dr. Pooja Jain, HoD-CSE, Dr. Atish Daryapurkar, HoD BS and Dr. Prasad Joshi, Faculty in-charge of exams as members.

The committee immediately convened a meeting on **13/05/2020 10.30 AM** to propose various modalities of online teaching and online or remote exams. It was attended by the following persons,

1. Dr. Ashwin Kothari	I/C Dean	Chairman
2. Dr. Ankit Bhurane	Head-ECE	Member
3. Dr. Pooja Jain	Head-CSE	Member
4. Dr. Atish Daryapurkar	Head-BS	Member
5. Dr. Prasad Joshi	Exam Coordinator	Member

The committee discussed various issues and inputs from the opinion poll sought from the students and have unanimously resolved the following and submitted to SENATE IIIT Nagpur. The SENATE meeting held on 17/05/2020 approved the following modalities of online/remote /electronic modes of exam.

## A) Online Teaching:

- The remaining teaching (after 1<sup>st</sup> Sessional) of current semester will be completed in online mode by using suitable platform like Moodle/Google class/WebEx etc.
- These lectures will be recorded and will also available off line for all. Especially students having poor quality of net connectivity can view them later also.
- Also teachers will be circulating the supportive material of the portion covered through online classes and for classes conducted before lockdown through e-mail, Whats-app or institute portal or any other suitable digital platform.
- Efforts will be made that no student including summer term students will have more than three classes a day. This will be made possible by availing a larger time window to teachers for covering the syllabus.
- Students are expected to attend these classes to be aware of the portion to be prescribed for the exam.

## B) Online or Remote Exam Evaluation.

This will be divided in to three parts namely Theory, Lab.(Practical), Project (Major Project - only for final year students)

**I) Theory Evaluation:** It will be total on the scale of 100 marks containing two parts a) & b) of 50 marks each.



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**Part a)** Will be of 50 marks as [ 2 x score of sessional one + Teachers's assessment]

**Part b)** Will be of 50 Marksas [ score out of 20 through a MCQ Test + score out of 30 through a remote subjective test].

## MCQ Test

1. This will be based on the entire covered syllabus.
2. There will be 20 MCQs with four options each question of ONE mark.
3. NO NEGATIVE marking will be there.
4. Duration will be of 1 Hour and 15 minutes i.e 1 HR for solving and 15 min additional if log-in issues are there.
5. The test will be conducted on any suitable digital platform(Google class/ WebEx./ Moodle etc) by the teacher. For students having connectivity issues the copy of paper will be available through mail and Whatsapp also.
6. Depending on the mode and platform chosen the score may or may not be immediately displayed.
7. Students having connectivity issues can contact respective teacher immediately.
8. For this students are expected to already form their Whatsapp group with teachers as members.

## Subjective Test.

1. This will be of 30 marks with Six questions of Five marks each.
2. This will be based on the entire syllabus covered with major focus on topics covered after First sessional.
3. This will be of two and half hour duration.
4. At the beginning of exam duration the paper will be provided through online digital platform, E-mail, Whatsapp or institute portal. The student should use his or her own A4/fullscape/register sized ruled or unruled papers from both sides to write the answers.
  - a) On first page student on top of the page must write clearly the following,  
Name of student:\_\_\_\_\_   
Class and Sem \_\_\_\_\_ Branch \_\_\_\_\_   
Enroll. No. \_\_\_\_\_   
Subject code and name \_\_\_\_\_   
Date \_\_\_\_\_   
No. of Sheets (pages-single side) used \_\_\_\_\_
  - b) Student should write question number clearly on all pages.
  - c) Students should write enroll. No. and page no on each page.
5. After completing the paper in two hours student should take pictures of the entire answer sheet as one JPEG or PDF file and should submit it to the concerned teacher through E-mail/Whatsapp or upload it on the respective digital platform as instructed by the teacher in remaining half an hour. Due to connectivity issues students facing difficulties may contact the respective teachers.
6. During this test students are expected to maintain it's sanctity and proper decorum. NO STUDENT should use any unfair means during this test which includes sharing, discussing answers with others, using books and online materials, impersonification etc.



7. During this test all the students will be randomly called through audio or video call and will be verified by the teacher. If at such particular time if the phone of student is BUSY it will be treated as UNFAIR mean. At times if required help of parents may also be sought in this regards.
8. MOST IMPORTANT: Student must preserve this answer sheet with them as it has to be submitted to all respective subject teachers for records when institute resumes its academics for next semester. Student failing to do so will face consequent disciplinary action.

All teachers will schedule the MCQ and subjective test for one subject on

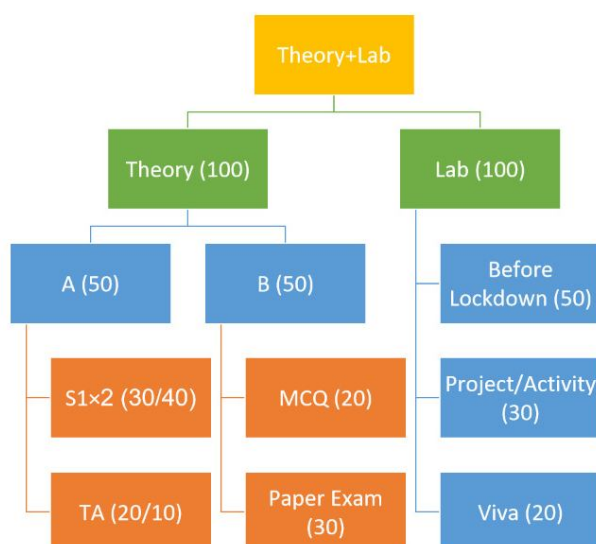
## II) Laboratory or Practical Evaluation

1. This will be on scale of 100 Marks with two parts a) and b) of 50 marks each.
2. No student should miss the Lab evaluation in any case for subjects with lab.

**Part a)** It will be of 50 marks as awarded by the respective teacher as per the performance of the student in the lab till start of the lockdown. This will assessed with the help of Journal corrected during this period/lab assignments/ quizzes/ Viva/ mini project or any other mean or combination of few as per the convenience of the teacher.

**Part b)** It will be of 50 marks as [ one lab assignment or mini project of 30 marks + Viva 20 marks].

1. Lab assignment of 30 marks will be suitably designed by the faculty member and will be made available to students through mail, Whatsapp or any other suitable digital platform. Depending on the nature of assignment students will be given period of min 2 days to maximum 5 days (only for design assignments) for submission through e-mail, Whatsapp or uploading on any suitable digital platform.
2. The personal Viva of 20 marks will be conducted in batch wise manner by the faculty member through whatsapp audio/ video or normal audio call or VC. For this teachers will announce the student wise time slot schedule in advance.



**Figure 1.0: Lab and Theory Evaluation for Remote or Online mode.**

All teachers shall plan their viva test as per the centralised time table displayed on website.



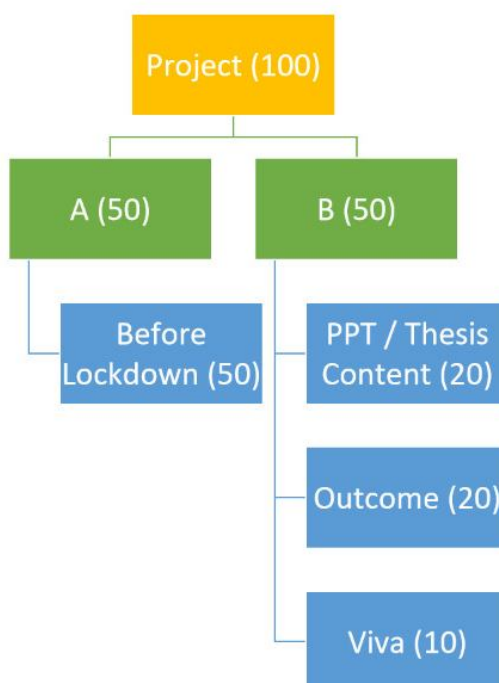
**III) Project Evaluation: (Only for major project of Final year students only)**

1. This will be on scale of 100 Marks with two parts a) and b) of 50 Marks each.
2. Students must submit soft copy Thesis in format available on the institute website.
3. The softcopy of Thesis must have scanned copy of certificate and declaration signed by the student.

**Part a)** It will be of 50 marks evaluation done by the supervisor alone taking in to account overall performance of the students and the required outcomes (such as HW/ SW product development/ Patent/ Conference or journal research paper/ awards won in any project competition) and inputs from the industry supervisor (if any).

**Part b)** This will be of 50 marks with details as shown below. There will be a 20 min presentation and viva exam evaluated by a panel containing one external examiner. This will be done in batch wise manner through VC or using any suitable digital platform.

Overhead	Thesis-Content/ Presentation (PPT)	Outcomes/Results	Knowledge/Viva	Total
Marks	20	20	10	50



**Figure 2.0: Final year project evaluation in remote or online mode.**



### C) Overall Recommendations

1. These modalities have been proposed keeping in mind the following issues,
  - a) No student should face any ambiguity regarding his merit in future while seeking employment or joining higher studies or seeking internships etc. as the institute brand is new and is in process of development.
  - b) No student should have his/her future prospects affected because of indefinite delays or uncertainty of academics due to current crisis.
  - c) Suitable technological options and tools are available to facilitate in time semester completion to put academics on right track and as per schedule.
  - d) Hence every student is expected to cooperate and submit his/her consent in the form of a signed consent form for remote or online exam and evaluation.
2. NO STUDENT for the current the semester be awarded "W" grade for want of attendance or be restricted from appearing in online/ electronic exam for want of attendance.
3. No student after submitting his willingness for online evaluation should miss any exam (Theory or Lab) in any circumstances.
4. All the teachers will conduct MCQ test, Subjective test or Viva as per the centralised time table schedule which will be displayed on institute website also. Classes or semester with no or zero common students can have exams on same day (e.g. first year and final year assuming no first year backlog student is there.). ALL THE FINAL YEAR EXAMS WILL HAVE HIGHEST PRIORITY AND SHOULD BE CONDUCTED ON ALL INITIAL DATES OF THE GIVEN WINDOW MENTIONED IN LATEST CIRCULAR. THIS IS TO FACILITATE FINAL YEAR STUDENTS WITH EARLY DECLARATION OF RESULTS AND ISSUING PROVISIONAL DEGREE CERTIFICATE.
5. The rule regarding combined theory and lab passing remains IN FULL EFFECT as basic rule of institute academic rule book and for this evaluation of B)-I) and II) should be used with usual weightages as prescribed in the rule book. For all the courses the OVERALL GRADE will be declared as per this rule. The courses without lab will use part B)-I) only.
6. ALL SUMMER TERM COURSE EVALUATIONS ARE ALSO TO BE DONE USING THESE MODALITIES ONLY. Accordingly teachers are expected to give assignments etc for theory and lab course and also should conduct one sessional exam in suitable form as per convenience (i.e. MCQ or Subjective)

**Dr. Ashwin Kothari**  
**Chairman**

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2. Dr. Pooja Jain	Head-CSE	Member
3. Dr. Atish Daryapurkar	Head-BS	Member
4. Dr. Prasad Joshi	Exam-Coordinator	Member

**Dr. O.G.Kakde**

**Director and Chairman SENATE**