

# Annual Report of Examination

(2020-2021)



SWAMI VIVEKANANAD SUBHARTI UNIVERSITY

MEERUT-250005 (U.P.) INDIA

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### 1. Introduction:

The Examination Department of SWAMI VIVEKANAND SUBHARTI UNIVERSITY is governed by University Regulations to conduct examinations throughout the year, evaluation of student's performance and declaration of result under the headship of Controller of Examination.

Examination Calendar is released at onset of academic session for examination plan throughout the year for all exams i.e.

- Odd Semester
- Even Semester/Annual &
- Special Exams

The University follows the Semester System / Annual System of examination, as decided the Executive Council of the University for all the Programmes.

Since SVSU follows CBCS and UGC guidelines, to conduct examinations with specific course codes allotted to each programme. Whereas for the courses running under the curriculum of the statutory bodies like MCI, DCI, INC, BCI, NCET, PCI etc. follow rules / regulation of their apex body and supersede the other rules.

### 2. Examination Calendar for the Session 2020-2021:

The University Examination calendar was released by the Examination Department for odd & even Semesters.

| <b>Examination Calendar for Session 2020-2021</b> |                                 |
|---|---------------------------------|
| <b>Odd Semester Exam Schedule</b>                 |                                 |
| <b>Batch</b>                                      | <b>Duration of Examination</b>  |
| <b>For Final years</b>                            | <b>09 – 17 March 2021</b>       |
| <b>For other years</b>                            | <b>22 March - 05 April 2021</b> |
| <b>Even Semester / Annual Exam Schedule</b>       |                                 |

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| <b>Batch</b>           | <b>Duration of Examination</b>  |
|------------------------|---|
| <b>For Final years</b> | <b>14 – 23 July 2021</b>  |
| <b>For other years</b> | <b>For semester pattern - No Exam was conducted</b><br><b>For Annual pattern- 05 – 18 August 2021</b> |

The examination system during 2020-21 was different from previous years as maximum time of the year was captured by lock down, due to pandemic. Even though our University is one of the fewer universities where odd semester exams could be conducted in the offline mode successfully, however due the high risk of pandemic and lock down declared by the Govt., the even semester examination 2020-21 were conducted in the on line mode for **Final year** students only for university governed prog.

For **Other years**, as per the UGC and UP Govt. guidelines, no exam was conducted **for the Semester pattern programs**; the result was prepared according to University Promotion Policy, so that students can be promoted in successive classes. However **for the Annual pattern programs**; online exams were conducted for all year's students.

Other than these some exams were conducted off-line, on-line or in blended mode for some Programs governed by Statuary Bodies.

### **3. Preparation of Question Papers:**

The processes of the preparation of the question papers is a challenging task followed by the various steps as mentioned below-

- Process to prepare question papers had been started two months before the commencement of Off-line exams and one month before the commencement of On-line exams.
- College uploaded the panel of paper setters on ERP system for all programmes, codes, subjects.

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- Name of the paper setters had been approved on ERP to prepare the question papers on prescribed format. Paper setters upload question papers on ERP by their own login Id.
- Moderation work was also conducted through ERP by the senior faculty of the same stream.
- For Offline examination duration of exams remains 2½ or 3 hours, depending upon the associated credit unit with Max. Marks 100 / 70 /50 as per ordinance of the programme. For online MCQ based examination the time duration of 90 minutes was given.
- The summary of the question papers only for regular exams is as follows-

| Sr. No. | Particulars  | No.  |
|---------|--|--|
| 1.      | Total question papers prepared for Odd semester        | 2994                                       |
| 2.      | Total number of paper setter for Odd semester          | 287  |
| 3.      | Total sets of question paper                           | 03 sets of each QP                         |
| 4.      | Total question papers prepared for Even / Yearly exams | 984 for online exam & 398 for offline exam |
| 5.      | Total number of paper setters for Even / Yearly exams  | 98 for Offline exams                       |
| 6.      | Total number of question papers in the year            | 4381                                       |

#### 4. Conduction of Exam:

Examination Department releases the Timeline twice in an academic year for the smooth conduction of Examinations. Timeline specifies all the steps involved in examination process.

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During 2020-21 the process of filling the Examination Forms through ERP started one and half month before the commencement of examination. The following functions related to examination process completed through ERP:

- Filling of Examination forms, by the candidate.
- Verification of exam form as per university rule, by the HOI.
- Receiving of Examination forms through ERP, by the COE Office.
- Verification sheet & admit cards generation etc., by the college.
- Allotted Examination centers provided essential stationery for the conduction of offline examination.
- Date sheets, notices had been uploaded on the University website before the commencement of examinations.
- As per Examination policy the team of flying squads appointed to supervise the fair conduction of offline examinations, who takes surprise inspection of examination centre, so as to eliminate possibilities of use of unfair means by candidates, to hold the examination in a fair, impartial and smooth manner and to maintain credibility of examination.
- Flying Squad team reports to the office of the Controller of Examination if any discrepancy and deviation from the Regulation and Guidelines are found at the Centre.

### **5. Evaluation Process:**

Evaluation Section Coded the answer scripts of offline exams with unique ID generated through ERP. Approved evaluators from the panel, completed the evaluation work within scheduled time, as per Timeline. Evaluators entered the marks on ERP from the evaluated answer sheets and checked, verified again then freeze by the evaluators. The result section received the marks through ERP for further process. Answer scripts were decoded and kept for record.

### **6. Result Declaration**

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All the results of 2020-2021 for all programs were declared within Thirteen days after the completion of exam.

The summary of results is as follows:

| Sr. No. | Particulars                            | Numbers |
|---------|--|---------|
| 1.      | Students appeared                      | 4511    |
| 2       | Pass and Promoted                      | 4247    |
| 3.      | Failed                                 | 264     |
| 4.      | Pass percentage                        | 94.2    |
| 5.      | Average Days for declaration of result | 13      |

### 7. Detail of Grievances / Complaints –

Grievances Redressal Cell records the requests raised by the students and submits action taken report to the COE.

The Summary of the Grievances Raised during 2020-21 is given below in table:

| S. No. | Particulars                                      | Numbers |
|--------|--|---------|
| 1.     | Number of applications received for copy showing | 33      |
| 2.     | Number of applications received for scrutiny     | 64      |
| 3.     | Number of cases for mark sheet correction        | 37      |
| 4.     | Regarding on-line Exams                          | 10      |
| 5.     | Percentage of marks changed                      | 8.7 %   |
| 6.     | Grievances resolved                              | 100 %   |

Required changes in the result of students made on ERP by the Result Section with the information to the college.

### 8. Examination Reforms during 2020-2021:

During the year 2020-21, Examination reforms were implemented as follows:



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- a. Successful conduction of Theory as well as Practical Examination in On-line mode i.e. total paperless work right from – Filling the Examination Form → Verification of form → Receiving of form → admit card generation approval of different panels → Preparation of ques. Papers → candidate attends exam online → online evaluation → marks transfer online to prepare the result.
- b. Implementation of CBCS system in all the results & mark sheets for all the University programs, governed by UGC.
- c. Question Bank of MCQ based questions has come in existence from current academic year, as most of the exams were conducted in online mode due to pandemic.
- d. Pulverization of old papers up to 2013-14, as per the Office Order U-07/SVSU/2021/1115 dated 06.4.2021, to vacate the space for new record.
- e. Revised rules formulated to submit Migration Certificates of students in the College as well as in the office of COE as per office order U-/SVSU/1782 dated 29.10.2020.
- f. Policy amended to release the University's final documents including final year mark sheet as per office order U-50/SVSU/2021/1321 dated 04.8.2021.

### 9. Automation Status

During the year 2020-2021 Examination Department put forward a remarkable step towards automation and digitalization. Most of the exams during the year were conducted through on line mode successfully.

The programs MBBS, MD, MS, BDS. MDS, BNYS have been included on ERP system already but still we are in the process to complete it up to result preparation. The consolidated result of the student, after the completion of Final Year is under the process. Hopefully IT Dept will complete it soon.

  
Registrar  
Swami Vivekanand  
Subharti University  
MEERUT