2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode (15)

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Summary

The mechanism of internal assessment is transparent and well known to all the students. The mechanism adopted in this regard is as follows:

- The Institute adopts the guidelines prescribed by the Maharshi Dayanand University, Rohtak regarding internal assessment. These guidelines are shared with the students during the induction program.

- The concerned HOD/ faculty share the mechanism of internal assessment with the students at the commencement of the semester and timely update the students about their performance.

- Schedule of the Internal Exams is mentioned in the Academic Calendar.

- The overall internal assessments in theory courses include two Sessional Tests, Assignments / Class Performance and Attendance depending upon the course and program. The two sessional exams are organized by the respective departments under the supervision of the head of the department in a fair and transparent manner.

- The internal evaluation of practical courses is based on Attendance, Lab work and Viva-voce.

- In the case of Industrial Training, the seminars for students are organized throughout the semester and their performance is assessed based on their presentation, attendance and training report.

- The students who fail to attend any sessional exam with valid reasons are provided an opportunity to appear for re-examination.

Sample Mechanism of Internal Assessment for B. Tech.

The overall Internal Assessment includes Sessional Exams and Assignments and Attendance. Two Sessional exams are held keeping in view of the Academic calendar. All such parameters are evaluated and included in the internal assessment of students. Below is a sample of distribution of internal assessment for theory and practical courses for reference. The same is followed for other programs depending upon their assessment marks.

Distribution for Internal assessment (Sample Theory Course Internal - 25 marks)

Sr. No.	Tools of Assessment	MARKS
1	Attendance of the student during a particular semester	10 (40% of total marks)
2	Assignments based on curriculum to be assessed by the teacher concerned	5 (20% of total marks)
3	Sessional examination	10 (40% of total marks)
	Total Marks	**25**

Distribution for Internal assessment (Sample Practical Subjects Internal — 25 marks)

Sr. No.	Tools of Assessment	MARKS
1	Attendance of the student during a particular semester	10 (40% of total marks)
2	Practical Files/Written Sheets	10 (40% of total marks)
3	Viva-voce	5 (20% of total marks)
	Total Marks	**25**

Ganga Institute of Technology & Management, Kablana
B.TECH. Sessional -1 Examination (March 2019) , Date Sheet
Department of Mechanical Engineering

Date	SEMESTER	SUBJECT	TIMINGS
15/03/2019	4th	KOM	02:00-03:30 PM
	6th	MMD-1	
16/3/2018	4th	FM	02:00-03:30 PM
	6th	HT	
18/03/2019	4th	SOM	02:00-03:30 PM
	6th	ACS	
19/03/2019	4th	SPG	02:00-03:30 PM
	6th	AE	
22/03/2019	4th	MT-1	10:30-12:00 PM
	6th	IE	
22/03/2019	4th	ECO	02:00-03:30 PM
	6th	M&I	

HOD (ME)

Head of Department
Mechanical Engineering
Ganga Institute of Technology & Management
20 Km. Kablana, Jhajjar-Hisar Bypass Road,
Dist. Jhajjar-124507 (Haryana)

Ganga Institute of Technology and Management (Kablana)
Department of Mechanical Engineering
Seating Plan for Sessional Examination-1, March 2019

Sem: 4th **Room No:123**

Row1	Row2	Row3	Row4
17ME001	17ME012	17ME023	17ME033
17ME003	17ME014	17ME024	17ME034
17ME004	17ME015	17ME025	17ME035
17ME006	17ME016	17ME026	17ME036
17ME007	17ME017	17ME027	17ME039
17ME008	17ME018	17ME028	17ME040
17ME010	17ME019	17ME029	17ME041
17ME011	17ME022	17ME030	17ME042
8	**8**	**8**	**8**

Ganga Institute of Technology and Management (Kablana)
Department of Mechanical Engineering
Seating Plan for Sessional Examination-1, March 2019

Sem: 4th **Room No:125**

Row1	Row2	Row3	Row4
17ME043	17ME052	18LME062	18LME070
17ME044	17ME053	18LME063	18LME071
17ME045	17ME054	18LME064	18LME072
17ME046	17ME057	18LME065	18LME073
17ME047	18LME058	18LME066	18MME074
17ME048	18LME059	18LME067	
17ME049	18LME060	18LME068	
17ME051	18LME061	18LME069	
8	**8**	**8**	**5**

Exam Incharge(ME)

SEATING PLAN(ROOM.NO- 308)							
BCA II SEM & BCA IV SEM							
ROW 1		ROW 2		ROW 3		ROW 4	
18BCA001	17BCA001	18BCA009	17BCA011	18BCA017	17BCA021	18BCA025	17BCA037
18BCA002	17BCA002	18BCA010	17BCA012	18BCA018	17BCA024	18BCA026	17BCA038
18BCA003	17BCA003	18BCA011	17BCA013	18BCA019	17BCA025	18BCA027	17BCA039
18BCA004	17BCA005	18BCA012	17BCA014	18BCA020	17BCA026	18BCA028	17BCA044
18BCA005	17BCA007	18BCA013	17BCA016	18BCA021	17BCA029	18BCA029	17BCA045
18BCA006	17BCA008	18BCA014	17BCA017	18BCA022	17BCA031	18BCA030	17BCA047
18BCA007	17BCA009	18BCA015	17BCA018	18BCA023	17BCA033	18BCA032	17BCA048
18BCA008	17BCA010	18BCA016	17BCA020	18BCA024	17BCA035	18BCA034	17BCA049

SEATING PLAN(ROOM.NO- 306)							
BCA II SEM,BCA IV SEM							
ROW 1		ROW 2		ROW 3		ROW 4	
18BCA036	17BCA050	18BCA049	17BCA069	18BCA058		18BCA070	
18BCA037	17BCA051	18BCA043		18BCA060		18BCA071	
18BCA038	17BCA052	18BCA050		18BCA061		18BCA072	
18BCA039	17BCA053	18BCA051		18BCA062		18BCA073	
18BCA041	17BCA055	18BCA052		18BCA063		18BCA074	
18BCA042	17BCA056	18BCA053		18BCA064		18BCA075	
18BCA044	17BCA057	18BCA054		18BCA065		18BCA076	
18BCA046	17BCA058	18BCA055		18BCA067		18BCA078	
18BCA047	17BCA060	18BCA056		18BCA068		18BCA079	
18BCA048	17BCA068	18BCA057		18BCA069		18BCA080	

SEATING PLAN(ROOM.NO- 317)							
BCA II SEM							
ROW 1		ROW 2		ROW 3		ROW 4	
18BCA081		18BCA091					
18BCA082		18BCA092					
18BCA083		18BCA095					
18BCA084		18BCA096					
18BCA085		18BCA097					
18BCA086		18BCA098					
18BCA087		18BCA099					
18BCA088		18BCA101					
18BCA089		18BCA102					
18BCA090		18BCA103					

Nisha Rani

Exam Incharge(CSA)

GANGA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
INVIGILATION DUTY CHART

DUTY CHART(308)

S.NO	DATE	SUBJECT	FACULTY NAME
1	22/04/2019(E)	CP,OOPS	Ms.Rashmi,Ms. Renuka
2	23/04/2019(E)	LOC-II,DSII	Ms.Upasana,Ms. Jyoti
3	24/04/2019(M)	MFCS	Mr. Khushwant
4	24/04/2019(E)	SSAD,WD	Ms. Sonia,Ms. Sarul

DUTY CHART(306)

S.NO	DATE	SUBJECT	FACULTY NAME
1	22/04/2019(M)	SE	Ms.Nisha
2	22/04/2019(E)	CP,OOPS	Ms.Ankit, Ms. Jyoti
3	23/04/2019(E)	LOC-II,DSII	Ms. Sarul,Mr. Narender S.
4	24/04/2019(M)	MFCS	Ms. Sangeeta
5	24/04/2019(E)	SSAD,WD	Ms. Monika,Ms. Sonika

DUTY CHART(317)

S.NO	DATE	SUBJECT	FACULTY NAME
1	22/04/2019(E)	CP	Mr. Khushwant
2	23/04/2019(E)	LOC-II	Ms.Sangeeta
3	24/04/2019(M)	MFCS	Ms. Monika
4	24/04/2019(E)	SSAD	Ms.Rashmi

Nisha Rani

Exam Incharge(CSA)

Sample of Attendance sheet during Sessional

Ganga Institute of Technology and Management, Kablana

Attendance Sheet for B.Tech(ME) -5th Sem Sessional-2 Examination- (Nov. 2019)

SN	College Roll No	Student Name	Father Name	MT-2	FM	MMD-1	ANTC	DOM	IGGT
1	17ME001	Pooja Mahour	Laxmi Narayan						
2	17ME003	AMAN	NAGENDER						
3	17ME004	AMAN PANCHAL	SANT RAM						
4	17ME006	AMIT RAWAT	PRATAP SINGH RAWAT						
5	17ME007	ANIKET	AMRIT LAL						
6	17ME008	ANSHUMANN ABHISHEK	MANIKANT						
7	17ME010	ASHWANI	SURENDER SINGH						
8	17ME011	BASANT SINGH	BALVINDER SINGH						
9	17ME012	BASHIR MIYA DHUNIYA	HABIB MIYA DHUNIA						
10	17ME017	DEVASHISH VISHWAKARMA	KASHINATH VISHWAKARMA						
11	17ME018	DINESH	SATISH KUMAR						
12	17ME019	GOURAV KUMAR	CHAMAN LAL						
13	17ME022	JATIK RANA	CHANDER HASS RANA						
14	17ME023	JATIN GUPTA	SURENDER GUPTA						
15	17ME024	JITENDRA KUMAR BISHWAS	PURAN KUMAR BISHWAS						
16	17ME025	JITENDRA SHRIVASTVA	MOOL CHAND SHRIVASTVA						
17	17ME026	KAPIL SHARMA	BHAGWATI PRASAD SHARMA						

Ganga Institute of Technology and Management, Kablana

Attendance Sheet for B.Tech(ME) -6th Sem Sessional Examination-1 (March 2019)

SN	College Roll No	Student Name	Father Name	MMD-1	HT	ACS	AE	IE	M&I
1	16ME001	AMIT	HARKISHAN						
2	16ME003	ANIL KUMAR	MAHAVIR SINGh						
3	16ME006	ASHUTOSH KUMAR SINGH	SANTOSH KUMAR SINGH 6	-AB-	-AB-	AB	AB	AB	AB
4	16ME007	BHOOPENDRA KUMAR MISHRA	KULDEEP NARAYAN MISHRA						
5	16ME008	BITTU	MAHA RAM						
6	16ME009	DAMANJEET SINGH	SATWANT SINGH 6	-AB-	-AB-	AB	AB	AB	AB
7	16ME011	DHARMENDER	BALWAN SINGH						
8	16ME012	DHARMENDRA KUMAR	KARTIK JHA						
9	16ME013	FARID AHMAD	SYEED AHMED						
10	16ME015	GAURAV BHARDWAJ	RAMESH CHANDER						
11	16ME016	GULSHAN	UMESH SINGH						
12	16ME017	HARISH	ANANT PAL						
13	16ME018	INTEKHAB ALAM	MAQSOOD ALAM						
14	16ME019	JAINISH PATEL	GORDHAN BHAI PATEL						
15	16ME020	JATIN BATRA	RAVINDER KUMAR						
16	16ME021	JAI PRAKASH SHARMA	RAJENDER SHARMA						
17	16ME022	JAYSHREE KUMAR UPADHYAY	SHATRUGHNA UPADHYAY						
18	16ME026	KARTIK KHOWAL	THAKUR DAS						

Sample Marks Lists of Internals

(Session:-2018-19)

GANGA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Course:- AJ Lab (CSE-415-F) **SEM-VII** **Deptt.:- CSE**

S. No	Scholar No.	Student Name	Lab Work(20)	Viva-Voce (10)	Attendance (20)	Total Marks(50)
1	15CSE003	A	19	9	19	47
2	15CSE004	B	15	8	17	40
3	15CSE005	C	16	9	17	42
4	15CSE007	D	20	10	19	49
5	15CSE009	E	18	9	19	46
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Faculty

GANGA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Course:- ACA(CSE-401 F) **SEM-VII** **Deptt.:- CSE**

S. No	Scholar No.	Student Name	Sessional Marks (20)	Attendance Marks(20)	Assignments (10)	Total(50)
1	15CSE003	A	18	19	9	46
2	15CSE004	B	15	16	9	40
3	15CSE005	C	16	17	9	42
4	15CSE007	D	19	19	10	48
5	15CSE009	E	19	19	8	46
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Faculty