



St. Xavier's College (Autonomous), Ahmedabad-380009

(Affiliated to Gujarat University)

Subject: U.G. Sem 6 ESE guidelines (SXCA)

Introduction:

Taking into account the current situation of the pandemic, and the concerns expressed by all stakeholders as well as the UGC guidelines which emphasize the Issues of Safety, Honesty, Connectivity, Professionalism and Fairness, St Xavier's College (Autonomous), Ahmedabad, proposes the following End Semester Examination system guidelines for UG Sem 6 students of the College. It is to be noted that this alternative mode of examination is offered specifically on account of the current pandemic.

Guidelines/ Instructions:

UG students of Semester 6 will have an online examination, either Assignment plus Viva-voce OR an MCQ pattern examination, as per the decision taken by each individual Department. The Departments have decided on the particular format depending on the number of students in the Department and the viability of taking the examination in that format.

Students should carefully note the examination format to be adopted by their particular Department:

	ASSIGNMENT PLUS VIVA-VOCE	MCQ PATTERN
SCIENCE DEPARTMENTS	Botany, Biochemistry- Biotechnology, Mathematics, Statistics Zoology	Chemistry, Physics-Electronics
ARTS	Economics, Gujarati, Sanskrit	English, Psychology
BCA	-	BCA
BCom BPS	BCOM BPS	-

- In both systems, the student will have an option to **prepare any three of the four units** in that particular paper.



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- Students are hereby notified to **begin preparation for the ESE examinations** which will be held in the **specific format from the end of August 2020**.

OPTION ONE: For Departments offering the MCQ Format:

- **MCQ format:** Students may choose any three (from among the four units) in a given paper. 23/ 24 MCQs will be asked from each unit making a total of 70 which are to be answered in 70 minutes. The student will be able to answer a maximum of 70 MCQs from the three units selected. The examination will be online. Further details about the same including the format for the practical exam will be given in the next examination notice.

OPTION TWO: For Departments offering the Written Assignment plus viva-voce:

- **Written assignment plus Viva-voce:** The **written assignment followed by viva-voce examination method will be used** for **each** of the papers. For example, as internal or continuous evaluation exam has been completed for 30 out of 100 marks, the subject faculty will give ONE assignment for the remaining 70 marks to be answered by the student. Multiple assignments sets may be prepared for each paper by the Department depending on the number of students.
- The assignment will comprise of 4 questions, corresponding to the 4 units in the paper. The student is expected to **answer any 3 questions** in his/her own handwriting. The electronic copy must be handwritten (unless directed by Department), scanned and converted to pdf. It is to be noted that marks will be given for originality, content, subject depth, relevance. **The content must be free from plagiarism.**
- The student shall submit the assignments / reports **within 15 days** of the receipt of the assignment topics/ questions. Extension of time may be permitted on special request.
- It is the duty of the student to ensure that the electronic copy of the written assignment (in pdf format) is reached to the Department Head/ faculty by way of requesting acknowledgement confirmation from the Head/ faculty.
- Upon receipt of the written assignment of that particular paper, the subject faculty shall conduct viva-voce. The viva-voce schedule can be arranged depending upon the convenience of the student and the subject faculty.
- The purpose of the viva-voce examination is to (a) demonstrate that the assignment is the work of the student concerned; (b) confirm that the student understands what has been written and can defend it verbally.



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- **The viva-voce will be of 10-15 minutes' duration** which is to be recorded by the Professor/s concerned.
- **The evaluation pattern will be as follows:**

	Written assignment	Viva-voce
To be evaluated for	Content/originality/presentation/depth	Understanding /ability to explain & defend the written content
Question 1	12	11
Question 2	12	11
Question 3	12	12
TOTAL	36	34

- Each Department will have a special e-mail address for these examinations. Students shall use **only written communication** through **this** email to address any question or to seek clarifications related to these exams. The Department-specific email addresses are as follows: chemistry@sxca.edu.in, physics@sxca.edu.in, english@sxca.edu.in, mathematics@sxca.edu.in, biochemistry@sxca.edu.in, psychology@sxca.edu.in, economics@sxca.edu.in, gujarati@sxca.edu.in, sanskrit@sxca.edu.in, statistics@sxca.edu.in, botany@sxca.edu.in, zoology@sxca.edu.in, bca@sxca.edu.in, bcom@sxca.edu.in
- For the entire process, the Department can use Moodle or Google classroom for assignment submission, and for viva-voce Moodle or Google meet may be used depending on the decision of the Department.
- The viva-voce shall be completed before **15 September 2020**.
- The same examination system will be followed for the practical papers.

COMMON INSTRUCTIONS FOR BOTH FORMATS:

- Grievances related to the examinations are to be communicated in writing to the Head of the particular Department and are to be dealt with at that level. Further redressal (if needed) would be through a written communication to the Exam Department and finally to the Principal.
- The decision with regard to holding of a special examination and its modality for any students who may be unable to avail of the proposed examination system will be examined and decided later.



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• **Exam Schedule:**

For Departments offering the MCQ format:

No	Item	Date
1	Exam notification	By 13 August 2020
2	Exam preparation period	Upto 31 August 2020
3	MCQ exams	From September 1 to 15, 2020. Exam schedule to announced by August 25, 2020.
4	Submission of mark sheet and evaluation by faculty	25 September 2020
5	Result Declaration	15 October 2020
6	Special Examination	To be determined
7.	Declaration of final results	To be announced

• **For Departments offering the Written Assignment plus viva-voce:**

No	Item	Date
1	Assignment allotment to the students	By 17 August 2020
2	Written assignment(s)	Up to 31 August 2020
3	Viva-Voce	To be determined by subject faculty. To be completed by 15 September 2020.
4	Submission of mark sheet and evaluation by faculty	25 September 2020
5	Result Declaration	15 October 2020
6	Special Examination	To be determined
7.	Declaration of final results	To be announced