# Abstract of Jagan Nath University Regulations of Examination and Evaluation for Degree/ Diploma/ Certificate Courses Based on Choice Based Credit System (CBCS)for

## Examination Automation Process

### 9. EXAMINATION AUTOMATION PROCESS

**9.1    INTRODUCTION**

The Examination Process is required to be automated to maintain and streamline the entire processes of the examination which results in maintaining the high standard of quality and integrity in the process. This can be achieved through a standalone EMS (Examination Management System) or through a module of ERP. This automation shall be done in a gradual process which may be implemented in due course of time.

**9.2    PURPOSE**

The purpose of developing exam cell automation system is to computerize the traditional way of conducting the exams and declaring the results. The basic purpose of using any standalone EMS (Examination Management System) or a module of ERP is to automated the entire process of examination system.
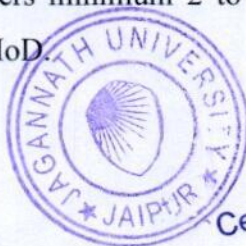
**9.3    SCOPE**

The scope of this automation is to provide a robust interface and a smooth process between the exam cell and the students.

**9.4    PROCESSES:**

The examination system contains various processes as mentioned below. The university shall automate all these processes in phase wise manner.

- The examination calendar shall be prepared and approved by the Academic Council, which shall be posted on the website for the reference of the students as well as faculty members.
- Approved Syllabi by BOS shall be submitted by the respective departments.
- The model question papers shall be submitted by the departments.
- The panel of paper setters minimum 2 to 3 examiners per subject shall be submitted by the Dean/HoD.

- Paper setters shall be allocated by the Vice-Chancellor.
- Students shall fill up the form for Due papers.
- Students shall be issued with admit card on submission of No-Dues certificate.
- Seating Plan shall be displayed one hour prior to the examination.
- The examination shall be conducted either through online/offline/hybrid mode as per direction of UGC/State Government/Regulatory Bodies from time to time.
- Grievances related to the question paper shall be forwarded to the COE through the Dean.
- Results shall be prepared and approved by examination committee after considering all the grievances.
- Result shall be declared on the examination portal.
- Grievances related to the evaluation shall be taken from the students in the form of Re-evaluation/Re-checking.
- Result shall be declared after Re-evaluation as per the examination policy of the university
- Student shall be issued with provisional degree, consolidated mark sheet and migration cum character certificate after successful completion of the program.
- Student shall be conferred with the original degree during the Annual Convocation.