TCIL-IT Education and Training

A Division of Telecommunications Consultants India Ltd (TCIL)

(Under DOT, Ministry of Communication & Information Technology)

Managed by: Intelligent Communication Systems India (ICSIL)

A J.V. of TCIL(Govt. of India Enterprise) & DSIIDC (A Delhi Govt. Undertaking)

TCIL it

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EXAMINATION SYSTEM

An examination system has been developed for all TCIL-IT courses with any duration. Examination will be conducted centrally in 5 days every month as per the Exam Time Tables issued. Project and Viva-Voce would be conducted by the centre periodically and inform the marks to the Exam Controller. Request for the examination for all courses is to send by email in the current required format to the Coordinator before the last date. Currently all TCIL-IT Final Theory Examination are online.

GUIDELINES FOR CONDUCTING EXAMINATIONS.

Following policy guidelines will govern the examination system of all TCIL-IT courses conducted by the Centers. The entire process of the examination is to be carried out with utmost secrecy. Concerned persons with examination system found indulging in unfair practice like leaking questions, helping etc., would be seriously viewed.

1. MODULAR EXAMINATION

Centers shall conduct modular examination (Class Test) at the end of each modular which will have duration of 30 Minutes Theory and 45 Minutes Practical. Total Modular Marks in 30 i.e average of all Tests in 10 Marks of Theory, 10 Marks of Practical and 10 Marks for attendance and behavior (Internal). **50%** is the Pass Mark.

These examinations are conducted for improvement of the quality of our education procedure to help students to understand the subject better. Not much weightage will be given to these examinations in the final examination.

TCIL-IT Coordinator reserves the right to visit the centre any time or even during the examination and or call for the Module examination answer sheets for verification.

Centres must maintain all information regarding all the examinations including, question papers, answer sheets, attendance etc., and produce for inspection if asked.

2. FINAL PRACTICAL EXAMINATION

Respective centres shall conduct the Final Practical examination for minimum 1 Hour duration in 100 Marks before attending the final Theory Online Examination.

These examinations are conducted to assess the practical knowledge in the subjects. Keep in mind the practical experience is most important in Job Oriented Skill Certification. Please ensure proper training so that the candidate will be able to score more than 70% marks. If the mark is less 70%, the candidate should be provided more chances to improve before attending the Theory examinations. **50%** is the Pass Mark

3. *FINAL THEORY EXAMINATION*

All Students will have to appear for a final Online theory examination at the end of course duration. **40%** is the Pass Mark.

Because Competence is a Combination of Knowledge, Skill & Attitude

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a) FOR SHORT TERM (NON DIPLOMA COURSES)

For final exam, Online Theory Marks in 70, Modular Marks in 30 and Practical in 100 total in 200 per paper. The performance of the participants will be judged on the basis of the Modular examinations, attendance and behavior.

Example

Exam		Practical	Total	%
Theory 70	Module 30	100	200	
38	22	70	130	65

b) FOR DIPLOMA COURSES AND ABOVE

This examination will be conducted centrally, Online Theory examination will be of 45 Minutes duration, comprising of 70 marks and shall be conducted at the respective centers, where CCTV or Live Video Broadcasting facility available.

Each Theory Paper will have Online Theory 70+ Moduler 30 = 100 Marks

Example in each Semester

Paper I			Paper II			Total Marks	
Thy 70	Mod 30	Pra 100	Thy 70	Mod 30	Pra 100	400	%
40	20	80	32	18	80	270	67.5=68.

Paper I		Paper II		Paper II		Practical	Total Marks	
Thy 70	Mod 30	Thy 70	Mod 30	Thy 70	Mod 30	Prac 100	400	%
40	20	38	22	30	25	80	255	64.

Paper I			Paper II			Paper III			Paper IV			Paper V			Total Marks	
Thy 70	Mod 30	Pra 100	Thy 70	Mod 30	Pra 100	Thy 70	Mod 30	Pra 100	Thy 70	Mod 30	Pra 100	Thy 70	Mod 30	Pra 100	1000	%
40	20	80	40	20	80	40	20	80	40	20	80	40	20	80	700	70

c) PROJECTS

Diploma students (six months or above) are also required to submit a project report at the end of the course, which will carry Marks. (In case project need to submit, Practical Marks will consider as Project and Practical),which will have to club together in 100 for Prac/Proj) Evaluation of projects and practical will be done by the respective centres only. The marks of the same must be recorded and Centres must maintain all project reports (project report must be hard binded, Project Certificate must be issued before binding but sign the certificate after the presentation only)of the students and may be produced for inspection whenever asked for.

d) RE-EXAMINATION

Failed and absentees should attend Re- Exam for final Certification. Students can apply for improvement examination if needed.

e) CERTIFICATION.

Certificate to the successful students will be issued by TCIL-IT, New Delhi. For certificates, request to be send along with a photograph, copy of certificates, Copy of Discount Proof, if any availed. Insist Degree certificate for Post Graduate Courses, Mark annexure to TCIL-IT Coordinator Office Kochi in the Current required format.

f) GRADING PATTERN

50%-59	B	Fair
60%-69	B +	Good
70%-79	A	Very Good
80% & above	A +	Excellent

g) GENERAL GUIDELINES.

Please ensure that the motto of TCIL-IT is quality and unique Education & Training. Hence all centres must ensure that students passing out from any of the TCIL-IT centres are outstanding students.

Marking of examination papers must not be too liberal and must really reflect student's knowledge and ability.

In no way undue help should be extended to students during the examinations.

The faculty involved in training and project guide must be well qualified and experienced.

Teaching methodology used by the centre must be excellent.

Group discussions, Seminars, Quizzes, Mock interviews, Personality Training etc. should be a part of our teaching methodology.

Important

Examination must be conducted for all TCIL-IT students, after the Fee payment is completed and already stated to HO.

The Examination Attendance, counter foils of Hall Tickets and Official Result must be filed properly.

If we need to amend the guidelines time to time, we shall intimate you in advance.

This certificate format can be issued in the centre's letter head ,duly signd, only after project presentation. Project report should be in Hard binding.

<u>CERTIFICATE</u>

Certified that this is a bonafide record of the project work in "**Visual Basic**" STUDENT INFORMATION SYSTEM done by **DCST** Student **Ms. SREEVIDHYA V. PAI** during the year 2005 in fulfillment of her course at **TCIL-IT Computer Education and Training Centre, ERNAKULAM.**

Project Guide   Director