



NOTICE

**E-EVALUATION OF ODD SEMESTER (REGULAR / BACK) EXAMINATION: 2017-18 (1ST PHASE),
PREPARATION / SUBMISSION OF MODEL ANSWERS AND ORIENTATION PROGRAMME FOR
THE EXAMINERS THEROF**

In continuation to this University Notice No BPUT / 23777 / 17 dated 07.11.2017, It is for the information of all Principal / Director (s) of Constituent / Affiliated Colleges, Registered Teachers eligible for appointment as an Examiner for UG / PG Courses that the University has decided to start e-Evaluation of Subject (s) of Odd Semester (Regular & Back) Examination: 2017-18 (1st Phase) from 21.11.2017 and complete on or before 09.12.2017. The University shall provide on-line Examiner Appointment Letter after successful teacher registration number in www.bputodisha.in.

It is further also proposed that the Principal of the Colleges where e-evaluation Centre has been opened shall conduct an "Orientation Programme for the Examiner (s)" on 20.11.2017 and submit a photograph to the University.

In addition, the University has drawn the following instructions to be abided by the Examiners to make the process of evaluation fair and transparent.

1. Register and provide biometric attendance at e-Evaluation Center equipped with biometric devices.
2. All Teachers appointed as Examiners are required to carry the Model Answer of the Subject (s) opted / assigned by the University to the e-Evaluation Centre during Evaluation.
3. All Examiners at the assigned e-Evaluation Centre are to prepare a Common Scheme of Evaluation in writing before commencement of the evaluation of particular theory paper.
4. Marks awarded are to be filled up in appropriate box and do not leave any entry blank / incomplete. Include remarks / comments to questions for which zero mark is awarded and for Not Attempted questions. Award step wise marks for each solved question and indicate step-wise marks on script using annotation tools. The Examiner to re-verify the marks awarded before submitting the evaluated scripts and submit all the completed batches before you logout for the day.
5. The Examiners should check all the 36 pages before completing the evaluation of an Answer Script and blank pages should be struck / marked as Blank.
6. The Examiner shall neither put any comment nor any markings in the Answer Script.
7. Any discrepancy or concern during the evaluation should be brought to the notice of the e-Evaluation System Support Engineer, Evaluation Centre Coordinator and Director Examination.
8. Update your latest and correct details (e.g. college, bank, email, mobile, etc.) in www.bputevaluation.com and if the address of the Examiner changes during the period, inform the university immediately.
9. The remuneration for examination work is as per rates approved by the University and it will be paid online through Bank Account only.
10. The Examiner must ensure to complete the evaluation of the answer scripts in the time period allotted by the university i.e. 21.11.2017 - 09.12.2017.

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11. The teachers suspended, compulsory retired and those disqualified by the University are not eligible to become examiners.


Director Examination

Memo No 24099 / 2017

Date 18.11.2017

Copy to: All Principal / Director (s) of Constituent and Affiliated Colleges, and E-Evaluation Coordinators for information and necessary action / record. They are requested to circulate amongst the member Faculties of the College on Top Priority.


Director Examination

Memo No 24100 / 2017

Date 18.11.2017

Copy to: OSD to Vice Chancellor for kind information of Hon'ble Vice Chancellor / PA to Registrar / Finance Officer / Director (CD / P & IT / Dy. Director Examination (s) / e-Examination Cell / M/s Globarena Technologies Pvt. Ltd / Information Officer and Notice Board for information and necessary action / record.


Director Examination