

**Notice for Class Test – II for 1<sup>st</sup> Sem MCA prog.**

**Sub: Class Test – II for 1<sup>st</sup> Sem MCA prog.'16 – 17.**

It is hereby notified for information of all concerned that the **Class Test – II for 1<sup>st</sup> Sem MCA prog.'16 – 17** is scheduled to be held from **28<sup>th</sup> to 30<sup>th</sup> November'16** in two sittings daily from **10:00 to 11:00AM & 11:30AM to 12:30PM.**

The detailed exam schedules for conducting the class test is given below.

The concerned faculties are instructed to set question papers well in advance as per the lesson plan and arrange for required numbers of copies with the help of Exam Cell. The faculty should also segregate the question paper date, sitting & room wise and pack the same in a sealed cover as per the Exam schedule. The question packet with all required information (such as Semester, Branch, Subject, Sitting, Time, Date & Nos. of copies of question paper) over the sealed packet, may be handed over to the Exam Cell before **25.11.16** positively without fail. **Extra 05 (five) question for each of the subjects may be kept separately as extra packet and handed over it along with main packet.** As the work is sensitive in nature due confidentiality should be maintained in all levels.

At the end of the each test, the concerned faculty/exam coordinators of the department are required to verify the answer scripts of the subjects relating to the concerned department as per the attendance of the test and receive the same on proper acknowledgement.

It is therefore requested that all concerned faculty of the above programme are requested to complete the evaluation process of Class Test & keep the marks ready for **Online** entry.

**Programme:-**


Date	Sitting	Subject	Date	Sitting	Subject
28.11.16	1 <sup>st</sup>	Problem Solving and Programming Using C (MCA101)	28.11.16	2 <sup>nd</sup>	Computer Organization and Architecture (MCA102)
29.11.16	1 <sup>st</sup>	Business Information System (MCA103)	29.11.16	2 <sup>nd</sup>	Computer Oriented Numerical Methods (MCA104)
30.11.16	1 <sup>st</sup>	Engineering Economics (MCA105)	30.11.16	2 <sup>nd</sup>	Business Communication (MCA106)

For smooth conducting of the exam you are requested to please spare 01 no. of faculty from your department positively. The faculty proposed for invigilation duty may be informed at your end well in advance to attend their duty in time without waiting for the specific allotment order from the Exam Cell.

**The faculty involved in examination duty is to report at Exam Cell before 30 minutes from the commencement of the MID Exam.**

This may please be treated as most urgent.

  
21/11/16  
**Dean Exam**

  
21/11/16  
**Principal**

Copy to :-

1. Chairman's Office/Principal's Office/Dean Academic/Principal CVRCA/DSW/Transport I/C/ Security I/C/ Student's Counter/Notice Boards.
2. SSEPL with a request to display it in college website.