Gujarat Technological University

GTU Instructions for assessment of answer books

No: Gtu/Inst/Examiner Nov-Dec 10-Jan-Feb 11/6931   Date: 27-11-2010

1. Examiner has to assess the answer books within the time limit mentioned in the assessment order of the GTU.

2. Each zonal centre will use Blue marker for writing the details on the answer book packet for standardization for all zones.

3. Each college GTU Co-coordinator will be issued Examiner barcode of all the subjects for each day by zonal office which they have to issue to the respective examiner according to the LOT and subject wise.

4. Ensure to allocate the marks against all the sub parts of each question and carry forward in the box provided at the top page of the answer book.

5. Kindly verify all questions assessed in case student is close to passing marks. For 70 marks external theory paper (In case of BE/Diploma Engg.) passing marks are equal to 23 & in case of 80 marks external theory paper (i.e. B.Pharm and M.Ph.course) passing marks are equal to 32. In P.G courses except M.Ph passing standard is 50%.

6. Ensure that the marks are correctly transferred to the title page of the answer book duly named & signed with the Institute code at the marked location of the answer book.

7. Examiners are informed to paste User ID Barcode in serial of a particular Lot No. on marked location of answer book (i.e. Barcode of the Examiner).

8. Utmost care must be taken to ensure that the Bar code pasted on the answer book bag must not be tampered in any case so that it will be readable till it reaches to its final destination of the process. So, do not handle the answer book bag without the carry bag in which the bag of the answer book is issued.

9. Examiner will submit the bag of answer books after assessment with the same carry bag instead of using another carry bag to the zonal office.

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I/C Controller of Examination

Copy to:

1. All concerned Examiners
2. Zonal officers for informing all examiners
3. All principals of institute affiliated to GTU for n.a