

ST. XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

NAAC Accredited with B++ Grade (1st Cycle)

Digha-Aashiyaana Road, Digha Ghat, Patna- 800011, Bihar

(Affiliated to Aryabhatta Knowledge University)

Fr. (Dr) A. Sebastian, SJ
Controller of Examinations



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Ref: SXCMT/EXAM/ODD/OTH/01/2024-2025

Date: 08.08.2025

Continuous Internal Assessment Calendar 2025 - 2026		
ODD SEMESTER		
Date	Day	Module
08.07.2025	Tuesday	Class Begins for AKU II (Semester 3)
28.07.2025	Monday	Class Begins for AKU III (Semester 5)
25.08.2025 To 30.08.2025	Monday To Saturday	CIA – Activity Based Learning for AKU II (Semester 3)
30.10.2025 To 31.10.2025	Thursday To Friday	CIA – VIVA VOCE for AKU II (Semester 3)
22.11.2025 To 24.11.2025	Saturday To Monday	CIA – Class Presentation for AKU II (Semester 3)
25.11.2025 To 26.11.2025	Tuesday To Wednesday	Student Seminar for AKU III (Semester 5)
12.12.2025 To 20.12.2025	Friday To Monday	CIA – Model Test
EVEN SEMESTER		
02.01.2026	Friday	Class Begins for AKU II (Semester 4) & AKU III (Semester 6)
23.03.2026 To 25.03.2026	Monday To Wednesday	CIA – Application or Industry Based Learning for AKU III (Semester 6)
23.04.2026 To 25.04.2026	Thursday To Saturday	CIA – Class Presentation for AKU II (Semester 4)
27.04.2026 To 28.04.2026	Monday To Tuesday	CIA – Integrated Assignment & VIVA for AKU III (Semester 6)
13.05.2026 To 21.05.2026	Wednesday To Thursday	CIA – Model Test for AKU II (Semester 4) & AKU III (Semester 6)

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Continuous Internal Assessment Modules (AKU II, Semester 3)

Academic Year 2025 - 2026		
S. No.	Module	Marks
1	Activity Based Learning (ABL)	5
2	VIVA VOCE	5
3	Class Presentation	5
4	Model Test	20
4	Attendance	5
Total Marks		40

Continuous Internal Assessment Modules (AKU II, Semester 4)

Academic Year 2025 - 2026		
S. No.	Module	Marks
1	Class Presentation	5
2	Integrated Assignment & VIVA VOCE	10
3	Model Test	20
4	Attendance	5
Total Marks		40

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Continuous Internal Assessment Modules (AKU III, Semester 5)

Academic Year 2025 - 2026		
S. No.	Module	Marks
1	Student Seminar	15
2	Model Test	20
4	Attendance	5
Total Marks		40

Continuous Internal Assessment Modules (AKU III, Semester 6)

Academic Year 2025 - 2026		
S. No.	Module	Marks
1	Application Based / Industry Exposure Based Learning	15
2	Model Test	20
4	Attendance	5
Total Marks		40

General Guidelines regarding Continuous Internal Assessment – CIA

1. Model Test (20)

- Model Test will be conducted for 150 minutes and total marks will be 60.
- Model Test will be conducted at the end of the semester (after 100% of syllabus completion)
- Question paper will be on the pattern of AKU End Semester Examination (2 marks, 4 marks and 12 marks Questions)
- There will be a case study for 12 marks which is compulsory.
- The questions will be prepared according to outcome-based education using Bloom's Taxonomy.

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2. Class Presentation (5 Marks)

- Each student of AKU II will give class one presentations within a semester.
- The class presentation will carry weightage of 5 marks.
- The topic for class presentation will be given by the subject Professor.
- Each student gets 10 minutes (8 minutes for presentation and Questions + 2 minutes for introduction and logistics).
- Class presentations can be in the form of power point, scanned notes, points on black board, banner or any other creative teaching method.
- Student needs to deliver the content in short with clarity. So you are advised to show your presentation to subject professor in advance and carry out the suggestions. This process carries marks.
- The evaluation will be done by the subject professor and one external expert.
- The subject professor will prepare the schedule for class presentation and submit the same to examination department 20 days in advance for the approval of CoE.
- **Evaluation Criteria:** ppt preparation (3), class attendance (2), content of presentation (10), answering questions (5), personality and communication (5)

3. Activity Based Learning (ABL) (5 Marks)

- 4 – 5 students will work in groups.
- Each group will get a topic that extends class room learning.
- Some examples of ABL : exhibition, MCQ's, solving cases, video production, coding race, etc.
- **Evaluation Criteria :** Subject Content (10 Marks), Creativity (5 Marks), presentation and communication skills (5 Marks) and team work and individual contribution (5 Marks)

4. VIVA VOCE (5 Marks)

- Each student will appear for 10 minutes of VIVA.
- VIVA VOCE will be conducted after 60% completion of the syllabus.
- The VIVA Panel consists of 2 professors who will ask questions from the subjects taught in the class.
- The range of questions will be according to Bloom's Taxonomy, i.e. lower order learning to higher order learning.
- Evaluation Criteria : Clarity of concepts (10 Marks), Answering higher order thinking questions (5), communication and personality (5),

5. Student Seminar (15 Marks)

- College will organize Student Seminar.
- The topic and sub topic of the seminar will cover all programmes

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- Students will be taught various steps of research paper writing, data collection, testing and paper writing and presentation.
- Each group consists of 5 - 6 students with a research guide.
- On the day of the seminar, each group will present their research paper and their research findings.
- Good research papers will be processed for publication.
- Evaluation Criteria : Research Progress 1 (15 Marks), Research Progress 2 (15 Marks), Paper Submission (15 Marks) and Paper Presentation (15 Marks)

6. Industry or Application Based Learning (15 Marks)

- Coordinator of the department in consultation with the professors will suggest Industry or Application Based Learning Module.
- The module will be prepared keeping in mind student's industrial visit, startup or incubation initiatives of the college or government.
- The details of the suggested module will be submitted to CoE for approval.

7. Integrated Assignment and VIVA (10 Marks)

- The department will prepare Integrated Assignment Questions.
- The Integrated Assignment Questions will cover all the courses a student is taught that semester.
- The IA will follow the Outcome Based Education (OBE) model using Bloom's Taxonomy.
- Each student will appear for 10 minutes of VIVA.
- Integrated Assignment Questions will be kept in a file and each student will pick any 3 questions and answer.
- **Evaluation Criteria :** Clarity of concepts (10 Marks), The level of integration (10 Marks), communication and personality (5),

8. Attendance (5 Marks)

- Attendance marks will be added to all theory and practical papers.
- The scheme of awarding marks for attendance will be 75% - 0 Mark; 76% - 80% - 1 mark; 81% - 85% - 2 Marks; 86% - 90% - 3 Marks; 91% - 95% - 4 Marks and 96% - 100% - 5 Marks

Practical Exams

- There will be 2 Practical Tests conducted before a student appears for End Semester Practical Exam.
- Practical Test 1 will be conducted after 50% completion of syllabus and Practical Test 2 will be conducted after 90% completion of syllabus.
- The average of both the test will be awarded.
- The Practical Test will be conducted for 90 minutes.

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- Student needs to submit Lab manual while appearing for practical test. It should have details of the number of exercises completed, date, sample data, table or any formula involved, sample output etc.
- Lab manual will carry 20% of the internal marks
- **Evaluation Criteria:** Lab Manual (20%), Written Work during exam (20%), Typing /Execution, (40%) and Result / Output (20%)

OJT / VIVA / Internship

- There **will be Review 1 and Review 2** and Final Submission
- Review meeting will be conducted to assess the progress of students and marks will be awarded accordingly.
- Review 1 (20%), Review 2 (20%) and Final Submission (60%) of the marks.

Additional Information regarding examination

- **Re-Test will be considered only for students who represent college for any academic, cultural and sport events.**
- **If you are absent for any Continuous Internal Assessment Module, you need to follow the procedure: submit application in time mentioning your name, roll number, department, date, type of CIA module, reason for missing the exam and attach supporting documents.**
- If any student needs computer for the preparation of class presentation or any other modules of Continuous Internal Assessment (CIA), you may use **Language Lab (Room No 54)**. Please meet Mr. Piyush Verma (IT Manager) and get his approval.
- For any information or request regarding Examination activities, **student must submit application addressing to Controller of Examination in advance.**
- For further assistance, students can approach Examination Grievance Redressal Committee for any issue related to Examination Activities. (exam.grievance@sxcpatna.edu.in)
- Submission of application through **email is allowed for serious health reasons only.**
- For enquiry and assistance, please mail to examination@sxcpatna.edu.in or WhatsApp 8235934515

Wish you all the success.

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