

B.V. Patel Institute of Management, Uka Tarsadia University

BBA and BBA (RM)-Programme

15th June 2022

Continuous Internal Evaluation Policy:

CIE for theory subject would be done based on following guidelines:

Guidelines for 4 Credit Subjects:

Evaluation Parameter	Frequency X Marks	Duration of Each	Weightage	Tentative Week	Remarks
Internal Examination	2 X 40	2 Hours	8 X 2 = 16	6 th week 12 th week	Covers Unit 1 to 3 Covers Unit 4 to 6
Case Study / Practical Assignment*	1 X 20	In a semester 5 Hours	10	Issue in 2 nd Week	Minimum 20 days time to Submit and then Viva or Presentation
Class Test / Quiz [#]	2 X 20	45 Min	4 X 2 = 8	3-4 week 8-9 week	Covers Unit 1 & 2 Covers Unit 4 & 5
SSA ^{\$}	3 X 10	1 Hour	06	2 nd week 5 th week 8 th week	After every assignments discussion and review with students
Presentation ^{\$}	1 X 10	20 min.	06	Presentation is compulsory in give subject as per following table	
			40		

\$ Presentation is compulsory in give subject list (as per below table) and in the rest of subject, subject teacher decide SSA (Subject Specific Assignment) as per subject nature.

1st Semester	3rd Semester	5th Semester
MN3002 – Management Principles EN3001 – Business Communication	MN4004 – HRM MN4005 – Principles of Eco. - II MN4006 - Entrepreneurship	All specialization subjects, in respective specialization group.

Guidelines for 2 Credit Subjects:

Evaluation Parameter	Frequency X Marks	Duration of Each	Weightage	Tentative Week	Remarks
Internal Examination	2 X 50	2 hrs.	4 X 2 = 8	6 th week 12 th week	Covers Unit 1 to 3 Covers Unit 4 to 6
Case Study / Practical Assignment*	1 X 20	In a semester 5 Hours	05	Issue in 2 nd Week	Minimum 20 days time to Submit and then Viva or Presentation
Class Test / Quiz [#]	1 X 20	45 Min	04	3-4 week 8-9 week	Covers Unit 1 & 2 Covers Unit 4 & 5
Subject Specific Assignment [#]	2 X 10	1 hours	03	2 nd week 7 th week	After every assignments discussion and review with students
			20		

* Assignment related to field work, mini project, presentation, field work, etc. Practical assignment would be evaluated based on written report and presentation / viva voce of the same. Practical assignment carried out in a group of 2-3 students.

Course teacher are empowered to take more than given frequency.

Parameter Guideline

1. Internal Examination - for III, and V

Specification	Marks
Question 1. Theoretical Questions (any 2 out of 3)	20
Question 2. Applied Questions (any 2 out of 3)	20

Internal Examination - for I semesters

Specification	Marks
Question 1. Short Questions (any 5 out of 6)	10
Question 2. Applied Questions (any 2 out of 3)	10
Question 3. Theoretical Questions (any 4 out of 6)	20

2. Quiz -

Specification	Marks
Question 1. Short Question (any 5 out of 6)	10
Question 2. MCQs or True False or Combination of both (10 Question each 1 mark)	10

3. Class Test

Specification	For 1 st year	For 2 nd and 3 rd Year	Marks
Question 1. Theory based question	Any 2 out of 4	Any 1 out of 2	10
Question 2. Practical or Applied Question			10

4. Case Study / Practical Assignment

Specification	Marks
Written Documents / Solution of Case	10
Presentation or Viva	10

Fieldwork / Project would be evaluated based on written report and presentation / viva voce examination of the same.

5. Subject Specific Assignment

A subject specific assignment given to students based on subject nature and requirements for practical exposure. It will decide by the subject teacher.