



# श्री माता वैष्णो देवी विश्वविद्यालय

SHRI MATA VAISHNO DEVI UNIVERSITY

Kakryal, Katra-182320, Jammu & Kashmir

## NOTIFICATION

**Subject:- Methodology for Completion of Major Project work/Dissertation/Jury for Final Year (Terminal) students & Evaluation mechanism for the same in view of current circumstances, for Even Semester, Session 2020-21**

As per Academic Calendar issued for Academic Session 2020-21 vide no. SMVDU/AA/20/1643 dated 12<sup>th</sup> December 2020, the Major Examination for Terminal students (Final Year Students) (Jan - May 2021) Even semester Session 2020-21 is scheduled to be held from 25<sup>th</sup> May - 4<sup>th</sup> June 2021, the following methodology as duly approved by the Hon'ble Vice Chancellor are hereby notified for evaluation of Major Project work/Dissertation/Jury applicable for the Final Year (Terminal) students to be conducted in online mode keeping in view of current circumstances emerging as a result of the ongoing COVID-19 Pandemic. These draft modalities have been prepared on the basis of Notification no. SMVDU/AA/20/1159 dated 1<sup>st</sup> June 2020 issued by Academic Affairs wing:

**For Students of B. Tech. Program-Batch 2017 (Final Year):**

- a) A PDF copy of the final project report shall be submitted by the students to the Head of their school through the UG Coordinator & faculty guide, as per the timeline prescribed by the school which shall be as per the practice followed last year. A plagiarism check shall be done to ensure that the report meets the similarity index criteria of at most 10% and this similarity report shall be included as part of the report.
- b) In case the student is on an internship, his/her project will be evaluated after its completion and submission of a certificate from the organization where the internship was being done. However, the student would be required to inform the Head of School through the Internal Supervisor by 25<sup>th</sup> May 2021 regarding the status of the internship.
- c) In case a student does not wish to be evaluated now as the work may not be complete and may require more time, he/ she can request for the award of X grade, in which case time extended can be granted as applicable under rules (Till 1<sup>st</sup> Week of commencement of next semester). This shall require an application to be submitted to the Head of the School by the students in the group/student pursuing an internship, requesting for grant of X grade, through the guide and UG Project coordinator.
- d) The Project report shall be sent to an external examiner for evaluation (through UG Project Coordinator under the guidance of the Head of the School), for which the evaluation rubric for the report shall be clearly defined and shall accompany the project report with a proper covering letter explaining the circumstances as was done last year. Approval of the competent authority shall be required to be obtained for the panel and the number of external examiners that may be required for undertaking the evaluation work.



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- e) The students will be required to make a presentation and undergo a viva examination, to be conducted by an internal committee to be constituted by the Head of School.
- f) The viva, by the said committee shall be conducted via online platforms as per the practice followed last year.
- g) The break-up of the marks shall be as under:
  - i. Project Guide: 50 Marks (For Major Project) / 25 each for Faculty Guide & Internship Guide (For Internship students).
  - ii. External Expert: 20 Marks (The marks out of a hundred shall be requested from the external expert and then normalized to out of 20 for the compilation of the grade sheet. The external examiner shall be provided a rubric indicating the distribution of the marks of the various sections of the report as per the practice followed last year).
  - iii. Presentation & Viva evaluation by Committee: 30 Marks

**For Students of M.Tech. Program- Batch 2019 (Final Year), M.Sc.(Biotechnology)- Batch 2019 (Final Year), 5-year Integrated M.Sc.(Economics)- Batch 2016 (Final Year):**

- a) A PDF copy of the final Project report/Dissertation shall be submitted by the students to the Head of their school through the PG Coordinator & faculty guide as per the timeline prescribed by the school which shall be as per the practice followed last year. A plagiarism check must be done to ensure that the report meets the similarity index criteria of at most 10% and this similarity report shall be included as part of the PDF report.
- b) **In the case of M.Tech. Students only:** - The students shall be required to submit a good quality survey paper/paper based on the Dissertation work done, along with the PDF of the dissertation to the concerned guide, which can then be sent to a conference/journal later (The faculty guide will verify the receipt of this paper before forwarding the copy of the dissertation) as was done in the year 2020.
- c) In case a student does not wish to be evaluated now as the work may not be complete and may require more time, He/ She can request for the award of X grade. In which case, extended time can be granted as applicable under rules (Till 1<sup>st</sup> Week of commencement of next semester). This shall require an application to be submitted to the Head of the School by the students in the group/student pursuing an internship, requesting for grant of X grade, through the guide and PG coordinator.
- d) The Project report shall be sent to an external examiner for evaluation (through PG coordinator under the guidance of the Head of the School), for which the evaluation rubric for the report shall be clearly defined and shall accompany the project reports/ dissertation with a proper covering letter explaining the circumstances as was done



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last year. Approval of the competent authority shall be required to be obtained for the panel and the number of external examiners that may be required for undertaking the evaluation work.

- e) The students will be required to make a presentation and undergo a viva exam, to be conducted by an internal committee to be constituted by the Head of School.
- f) The viva, by the said committee shall be conducted via online platforms as per the practice followed last year.
- g) The break-up of the marks shall be as under:
  - I. Project Guide: 30 Marks (40 Marks for M.Sc./Integrated M.Sc.)
  - II. External Expert: 30 Marks (The marks out of hundred will be requested from the external expert and then normalized to out of 30 for the compilation of the grade sheet. The external examiner shall be provided a rubric indicating the distribution of the marks of the various sections of the report.
  - III. Viva by Committee: 30 Marks.
  - IV. Marks based on grades obtained in Project Phase-I in the 3rd semester – 10 Marks (For M.Tech. only)

The requirement of publication of a paper in a Journal/Conference for M.Tech. Batch 2019, which is a degree award requirement, is waived off as a one-time exception. However, in case a student has completed this requirement, the Committee conducting the viva will consider this achievement at the time of the award of marks.

### **For Students of M.B.A Program - Batch 2019 (Final Year):**

- a) A PDF copy of the final Project report/Dissertation shall be submitted by the students to the Head of their school through the PG Coordinator & faculty guide as per the timeline prescribed by the school which shall be as per the practice followed last year. A plagiarism check must be done to ensure that the report meets the similarity index criteria of at most 10% and this similarity report shall be included as part of the PDF report.
- b) In case a student does not wish to be evaluated now as the work may not be complete and may require more time, He/ She can request for the award of X grade. In which case, extended time can be granted as applicable under rules (Till 1<sup>st</sup> Week of commencement of next semester). This shall require an application to be submitted to the Head of the School by the student, requesting for grant of X grade, through the guide and PG coordinator.
- c) The students will be required to make a presentation and undergo a viva exam, to be conducted by an internal committee to be constituted by the Head of School.
- d) The viva, by the said committee shall be conducted via online platforms as per the practice followed last year.



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- e) The break-up of the marks shall be as under:
- I. Project Guide: 30 Marks.
  - II. Evaluation by the Internal Committee comprising of SoB faculty members: 50 Marks
  - III. Mid-semester Evaluation of dissertation already done worth 20 Marks

The requirement of publication of a paper in a Journal/presentation in a Conference for MBA Batch 2019, which is a degree award requirement, will be deemed to have been met in case the student presents his/her work in a Webinar, the certificate for which has to be submitted as a record to be maintained by the office of Head.

## **For Students of M.A. (English) Program- Batch 2019 (Final Year):**

- a) A PDF copy of the final Project report/Dissertation shall be submitted by the students to the Head of their School through the Coordinator & faculty guide as per the timeline prescribed by the school which shall be as per the practice followed last year. A plagiarism check must be done to ensure that the report meets the similarity index criteria of at most 10% and this similarity report shall be included as part of the PDF report.
- b) In case a student does not wish to be evaluated now as the work may not be complete and may require more time, He/ She can request for the award of X grade. In which case, extended time can be granted as applicable under rules (Till 1<sup>st</sup> Week of commencement of next semester). This shall require an application to be submitted to the Head of the School by the student, requesting for grant of X grade, through the guide and PG coordinator.
- c) The students will be required to make a presentation and undergo a viva exam, to be conducted by an internal committee to be constituted by the Head of School.
- d) The viva, by the said committee shall be conducted via online platforms as per the practice followed last year.
- e) The break-up of the marks shall be as under:
  - I. Project Guide: 60 Marks.
  - II. Evaluation of Report by Committee: 20 Marks.
  - III. Viva by Committee: 20 Marks

## **For Students of B.Arch. Program- Batch 2016 (Final Year):**

- a) The submission of the jury of design/ report etc shall be done in a format as was in practice in 2020. The joint evaluation of the 3<sup>rd</sup> & 4<sup>th</sup> stage of Jury of design work and report evaluation shall be conducted as per the timeline prescribed by the school which shall be similar to the practice followed last year to be communicated by the Head to all concerned including students.



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- b) The mode of submission, presentation and conduct of viva by jury shall be done in a similar manner as was done in 2020.
- c) The weightage of the evaluation of the joint 3<sup>rd</sup> & 4<sup>th</sup> Stage (Total 75% of 200 marks) of the thesis shall be as under:
- i. Internal evaluation by faculty guide: 25% of 200 Marks.
  - ii. External evaluation: 50% of 200 Marks.
  - iii. The evaluation of the 1st & 2nd Stage has already been conducted (25% of 200 marks)
- d) In case a student does not wish to be evaluated now as the work may not be complete and may require more time, He/ She can request for the award of X grade. In which case, extended time can be granted as applicable under rules (Till 1<sup>st</sup> Week of commencement of next semester). This shall require an application to be submitted to the Head of the School by the student, requesting for grant of X grade, through the guide.

Guidelines/ advisory issued by the Council of Architecture on the subject matter in the case of B.Arch program shall be strictly followed in letter and spirit by the school of Architecture & Landscape Design.

**Sd/-**  
**Faculty I/c Examinations**

**Copy to:**

1. All Heads/ I/c Heads of Schools for information and circulation among their faculty and students.
2. Deans/ I/c Deans for information
3. Registrar for information
4. Faculty I/c Website for uploading on University Website
5. Director, DQA
6. PS to VC for the information of the Hon'ble Vice Chancellor
7. LMS Coordinator
8. Concerned file