



Estd. 2007

Shri Vighneshwara Education Society's  
**INTERNATIONAL SCHOOL OF MANAGEMENT AND  
RESEARCH**

Approved by AICTE, Ministry of HRD, Govt of India.  
Affiliated. Savitribai Phule Pune University Pune

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## **Masters of Business Administration (MBA)**

### **CCE**

## **Comprehensive Concurrent Evaluation Policy**

(Amended as on 30<sup>th</sup> June, 2019 and applicable from 1<sup>st</sup> July, 2019)

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## ISMR Comprehensive Concurrent Evaluation Policy

### Introduction:

Comprehensive Concurrent Evaluation (CCE) is a system of institute-based student evaluation that addresses all aspects of students' development. It is a developmental assessment procedure that emphasizes two goals: continuous evaluation and assessment of broad-based learning and behavioral results.

Followings are the institution's policies regarding **Comprehensive Concurrent Evaluation for MBA** Program which are based on as per revised Syllabus CBCS Pattern 2019

3-Credits Course for 50 Marks

2-Credits Course for 50 Marks

1-Credit Course for 25 Marks.

### Comprehensive Concurrent Evaluation Framework:

Sr. No	Particulars	External Course	Internal Course	Internal Course
		(3 Credits)	(2 Credits)	(1 Credit)
1	Mid Term Test	10	10	NA
2	Preliminary Exam for assessing CO1 to CO5/6	10	NA	NA
3	Select Any one of the Concurrent evaluation of your choice from Group- A,B,C,D,E,F	20	30	NA
4	Attendance	10	10	25
A	CIE Total Marks	50	50	25
B	ECE External Exam by University	50	NA	NA
	<b>Total Marks = A+B ( CIE and University Exam)</b>	<b>100</b>	<b>50</b>	<b>25</b>

As prescribed by SPPU in Syllabus revision CCE should be evaluated;

- Each CCE item shall be of minimum 10 marks.
- For a **3** Credit Course there shall be a **MINIMUM of four CCE items**. The final scores shall be converted to 50
- For **2** Credit Course there shall be a **MINIMUM of three CCE items**. The final scores shall be converted to 50.
- For a **1** Credit Course there shall be a **MINIMUM of one CCE item**.

## Comprehensive Concurrent Evaluation Methods:

**Comprehensive Concurrent Evaluation Methods: Course teachers shall opt for a combination of one of more CCE methods listed below.(Based on Syllabus CBCS 2019 Pattern)**

### **Group A (Individual Assessment) – Not more than 1 per course**

1	Class Test
2	Open Book Test
3	Written Home Assignment
4	In-depth Viva-Voce

### **Group B (Individual Assessment) – At Least 1 per course**

5	Case Study
6	Caselet
7	Situation Analysis
8.	Presentations

### **Group C (Group Assessment) – Not more than 1 per course**

9	Field Visit / Study tour and report of the same
10	Small Group Project & Internal Viva-Voce
11	Model Development
12	Role Play
13	Story Telling
14	Fish Bowls

### **Group D (Creative - Individual Assessment) – Not more than 1 per course**

15	Learning Diary
16	Scrap Book / Story of the week / Story of the month
17	Creating a Quiz
18	Designing comic strips
19	Creating Brochures / Bumper Stickers / Fliers
20	Creating Crossword Puzzles
21	Creating and Presenting Posters
22	Writing an Advice Column
23	Library Magazines based assessment
24	Peer assessment
25	Autobiography/Biography
26	Writing a Memo
27	Work Portfolio

### **Group E (Use of Literature / Research Publications- Individual Assessment) – Not more than 1 per course**

28	Book Review
29	Drafting a Policy Brief
30	Drafting an Executive Summary
31	Literature Review

32	Term Paper
33	Thematic Presentation
34	Publishing a Research Paper
35	Annotated Bibliography
36	Creating Taxonomy
37	Creating Concept maps

**Group F (Use of Technology - Individual Assessment) – Not more than 1 per course**

38	Online Exam
39	Simulation Exercises
40	Gamification Exercises
41	Presentation based on Google Alerts
42	Webinar based assessment
43	Creating Webpage / Website / Blog
44	Creating infographics / infomercial
45	Creating podcasts / Newscast
46	Discussion Boards

**Rubrics:** The course teacher shall design Rubrics for each CCE. Rubrics are scoring tools that define performance expectations for learners. The course teacher shall seek approval for them rubrics from the Director. The course teacher shall share the approved Rubrics with the students at the start of the course. The rubric shall detail the following:

1. Linkages of the CCE to COs.
2. A description of the assessment - brief concept note
3. Criteria that will be assessed - the expected learning outcomes.
4. Descriptions of what is expected for each assessment component - the expectations from the student.
5. Substantive description of the expected performance levels indicating mastering of various components – the assessment criteria.
6. The team composition, if applicable.
7. The format and mode of submission, submission timelines
8. Any other relevant details.

**Mechanism and Conduction of CCE:**

- The scheme of comprehensive concurrent evaluation is prepared by the course teacher and approved by the director of the institute.
- The examination committee takes care of conducting internal examinations. Prime responsibility of this committee is the smooth conduct of examinations.
- The time tables, seating arrangements of respective examinations are displayed on the college notice board.
- Generated question papers are securely delivered to the student at the time of examination under the observation of the Examination Coordinator.
- The corrected answer scripts shall be distributed to the students for self-evaluation and verification and will be collected by the end of the session.
- The internal assessment mark lists will be recorded and the same shall be displayed in the notice board for a week.

- Internal assessment of the students is also done by giving/conducting Assignments, Presentations, Group Discussion, Personal Interview, Case studies, Role plays, MCQs, Quizzes, Field visit, Summer Internship, Project Dissertation, etc as mentioned above. Assessment/evaluation is done on the basis of the performance of the students and the concerned faculty allocates marks accordingly.
- Within that time, students are free to interact with the teacher to resolve grievances, if any, regarding the assessment marks.
- The concerned teachers are given primary authority and they can resolve the issue on the spot, for example, if there is a change in score, corrigendum will be made on the spot by the concerned teacher.
- The student can make verbal complaints and approach the teachers and/or submit their complaints and drop in the note of dissatisfaction with the internal examination mechanism through online mode/submission or complaint box.
- If and when, there are certain cases where the teachers cannot resolve issues on the spot, such matters will be taken to the Redressal Cell/ ICC (Internal Complaint Committee) for immediate action
- Scaling Down of CCE Scores: The marks obtained by the student for the CCE shall be scaled down, to the required extent, if percentage of the marks of CCE exceeds the percentage of marks scored in the ESE (End Semester University Examination) by 25% for the respective course.

<b>Comprehensive Concurrent Evaluation Methods</b>							
<b>Group A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>		<b>Group E</b>	<b>Group F</b>	
<b>Individual Assessment</b>	<b>Individual Assessment</b>	<b>Group Assessment</b>	<b>Creative - Individual Assessment</b>		<b>Use of Technology - Individual Assessment</b>	<b>Use of Literature / Research Publications- Individual Assessment</b>	
Class Test	Case Study	<b>Field Visit / Study tour and report</b>	Learning Diary	Creating Crossword Puzzles	Online Exam	Book Review	Publishing a Research Paper
<b>Open Book Test</b>	Case let	Small Group Project & Internal Viva-Voce	Scrap Book / Story of the week / Story of the month	Creating and Presenting Posters	Simulation Exercises	Drafting a Policy Brief	Annotated Bibliography
Written Home Assignment	Situation Analysis	Model Development	Creating a Quiz	Writing an Advice Column	Gamification Exercises	Drafting an Executive Summary	Creating Taxonomy
In-depth Viva-Voce		Role Play	Designing comic strip	Library Magazines based assessment	Presentation based on Google Alerts	Literature Review	Creating Concept maps
-	-	Story Telling, Fish Bowls	Creating Brochures / Bumper Stickers / Fliers, Writing a	Peer assessment, Autobiography/Biography	Webinar based assessment, Creating Webpage / Website / Blog, Creating	Term Paper , Thematic Presentation	-

			Memo, Work Portfolio		infographics / infomercial, Creating podcasts / Newscast Discussion Boards		
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**Note: Course teachers shall opt for a combination of one of more CCE methods can be selected as per your session Pan requirements.**