***2.5.1: Mechanism of internal assessment is transparent and robust in terms of frequency and mode***

**Documents for mechanism of internal assessment is transparent and robust in terms of frequency and mode.**

The internal assessment process is carried out transparently as a part of teaching learning process covering assessments for Unit tests, prelim examination, and internal evaluation of laboratory term work, seminars, mini-projects and final year projects. Links given in Table below provide Sample cases of these activities.

**INDEX**

| **Sr. No.** | **File Description** | **Link to open** |
| --- | --- | --- |
|  | Academic calendar stating schedule/frequency of internal exams and assessment |  |
|  | Transparency in internal evaluation of project work ( Sample project review report stating Rubrics of evaluation and frequency of evaluation, Computer Engineering Department) |  |
|  | Transparency in internal evaluation of project work ( Sample project log book stating Rubrics of evaluation and frequency of evaluation, Electronics Engineering Department) |  |
|  | Rubrics of laboratory/term work internal assessment ( Sample Rubrics of evaluation of Information Technology Department) |  |
|  | Transparency in results of internal assessment of Unit Tests ( Sample consolidated monthly student record with student signature) |  |
|  | Sample INSEM and Prelim examination Time Table |  |
|  | Sample laboratory Term Work mark list |  |