



Off: 22357077 / 73
22357074
Fax / Dir : 22352272

CENTRE FOR ACADEMIC COURSES
ANNA UNIVERSITY
CHENNAI – 600 025



DIRECTOR

Letter No.4434/AU/CAC/IA/2021

02.11.2021

To
All the Deans
All the Heads of the Departments
CEG / MIT / ACT / SAP Campuses
Anna University, Chennai - 25.

NOTIFICATION

Based on the deliberations made the following decisions were taken as ONE TIME MEASURE due to COVID-19 pandemic during Academic Session September – December 2021.

MODALITIES FOR THE CONDUCT OF INTERNAL ASSESSMENTS FOR ALL THE UG/PG PROGRAMMES IN UNIVERSITY DEPARTMENTS

It has been decided to conduct the internal assessments of theory courses in ONLINE mode with modalities as follows.

Theory Courses

1. To provide uniquely customized assignments to individual students.
2. To conduct online quiz in Microsoft teams Platforms (or any other equivalent Platforms).
3. To conduct open book test.
4. To evaluate presentation made by students based on case studies.
5. To conduct one to one oral online quiz.
6. Course Projects/ Group Projects shall be provided.
7. Exam.net is an application that is free and available in the Internet. This can be used for text based questions (descriptive answers). Microsoft Teams' credentials may be used to log in.
8. Any other modality as decided by the faculty concerned.

GUIDELINES FOR CONDUCTING ONLINE ASSESSMENTS

1. Each online assessment shall be conducted for 1 hour duration.
2. A minimum of two modalities should be followed for the conduct of online assessments.
3. Records for all the modalities followed shall be maintained.

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02/11/2021
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Centre for Academic Courses
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If the student faces any network issues or power failure another opportunity shall be given or alternative arrangements shall be made for conduct of internal assessments

Laboratory Courses

All the classes for Laboratory courses shall be conducted in Physical mode, only. However, if students are not able to attend the classes and examination due to the conditions created by Covid'19 Pandemic, then the same shall be conducted as and when they arrive.

For the laboratory courses under Faculty of ICE the laboratory classes shall be conducted either in PHYSICAL or ONLINE mode.

Theory Cum Laboratory Courses

The theory component shall be carried out as per the modalities of the theory courses and laboratory components shall be conducted as per the modalities of the laboratory courses.

Theory cum Studio Courses of the Faculty of Architecture and Planning

Theory component will be tested as for Theory Courses. Studio component will be conducted based on the nature of the course- drawings, sketching, etc.

Studio Courses of the Faculty of Architecture and Planning

Shall be a blend of Physical and Online Mode as per the schedule given for studio courses for physical and online classes.

End Semester Examinations

The End Semester Examinations of **Theory Courses including Electives, Theory cum Laboratory Courses for B.E./B.Tech (FT/PT) & PG (FT/PT) and Theory, Theory cum Studio Courses for B. Arch. and M. Arch / M.Plan.** for the students UG (FT/PT) / PG (FT/PT) programmes of University Departments – R-2015, R-2019, R-2018 & R-2017, shall be as per the respective Regulations and in PHYSICAL mode, after getting necessary approval from the Department of Higher Education, Government of Tamil Nadu.

End semester examinations of **Laboratory courses of B.E./B.Tech (FT/PT) and Studio courses for B. Arch. and M. Arch / M.Plan** shall be conducted in Physical mode. However, for the courses under Faculties of ICE and Architecture, they shall be conducted in online mode or blended mode, if necessary.

Arrear Examinations of R-2015.

In respect of the students under R 2015 who appear for arrear examinations of the End semester examination during November/December 2021 is to be conducted in PHYSICAL mode and evaluation is to be conducted as per regulations.

Norms of Attendance Requirement to all UG / PG programmes of University Departments


Considering the network connectivity issues of the students who are attending 8 hours online classes per day, the following decisions were made with regard to conduct of online classes of students of University Departments.

- It was decided to have not more than 5 contact periods of online classes per day and further engage the students through external learning.
- 2/3 of the syllabus shall be covered through direct online classes.
- 1/3 of the syllabus shall be covered through external learning, by providing recorded lectures / course materials prepared by the respective course instructors to the students. This 1/3 External Learning will also be considered as Teaching Periods for the Faculty.
- Further, the course instructors shall conduct separate assessments for this 1/3 syllabus by means of conducting quiz/tutorial/assignment/project and this shall be conducted for both Assessments I & II.
- Course materials may also be shared to the students through various online modes.
- The students shall be considered as deemed to have attended the classes conducted by external learning (1/3 of 30/45/60/etc. contact periods as per curriculum).
- The attendance requirement is as per the Regulations.

Educational Tour and Study Trip for Architecture Students

The students of B.Arch R-2015 and M.Arch. R-2019 of University Departments should have undergone Education and Study Trip/Tour. In view of the COVID'19 pandemic, the mandatory Education and Study Trip/Tour in the various Regulations of UG and PG of University Departments is not possible and hence alternatives have to be made. With due deliberations, the following decisions have been taken as a ONE TIME MEASURE during this COVID pandemic and also keeping in mind the safety of the students.

- Educational Tour for B.Arch R2015 is a prerequisite to be completed for getting degree and is usually conducted during the VII-VIII Semester Nov-Dec Vacation period for the students enrolled in VII Semester. This can be suspended for the Semester VII batch of Jul-Dec 2021. As alternative each student can submit an Independent Study Report of Places of Architectural Interest from secondary sources. Any students of batches before Covid pandemic who were unable to undertake Educational Tour due to valid reasons and unable to undertake Educational Tour last year and this year due to suspension of the same can also follow this alternative.


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- Educational Tour for M.Plan R2019 is a prerequisite to be completed for getting degree. This can be suspended for the Semester III batch of Jul-Dec 2021. As alternative each student can submit an Independent Study Report of Places of Interest relevant to the programme from secondary sources.

In addition to all of the above, any field/ study visits required as part of the regulations, curriculum and syllabi for various courses and programmes under the Faculty of Architecture and Planning can be replaced by study through secondary sources of information, if visits are not possible.

This is for your information and necessary action at your end.

This decision is taken with the approval of the competent authority.


02/11/2021
DIRECTOR

Copy to:

1. PS to Vice Chancellor
2. PA to Registrar
3. The Chairpersons, Faculty of Civil / Mechanical / Electrical / ICE / Technology / Management Sciences / S&H / Architecture & Planning, AU, Ch – 25.
4. Office of the Controller of Examinations
5. Office of Additional Controller of Examinations (UDs)
6. The Stock File, CAC.