DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daulatpur, Main Bawana Road, Delhi-110042

EXAMINATION BRANCH

No.- DTU/Examination/019/2021-2022/ 3 7 9   Dated: 25.04.2022
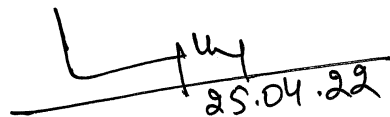
NOTICE

Subject: Updating & Recording the Marks and Submission of Grades for Continuous Assessment of Even Semester of Academic Year 2021-2022

1. The Schedule of the Last Date of Teaching, Online Submission of Grades to Examination Brach by Course Coordinator for Even Semester shall be as follows:

S.No.	Program	Semester	Teaching Ends	Date of Online Submission of Marks of All Components of Evaluation	Date of Online Submission of Moderated Grades to Examination Branch by Course Coordinator(s)
1	UG & PG	2nd/4th/6th/8th Semester (Except BBA/BA/B.Tech. 2nd Sem)	06.05.2022	10.05.2022	11.05.2022

   * The schedule for Even Semester mentioned above is for those Programms and Semester as per Academic Calendar approved in 31st Academic Council (Agenda 31.5).

2. The Faculty Members shall **enter the marks** of all components of Continuous Evaluation in the ERP Portal (https://cumsdtu.in/staff_dtu) as per above schedule.

3. ETE for Theory Courses with/without Practical Component and PRS for Courses having only Practical Component shall be calculated based on the Marks of Major/Practical Tests 1, 2 & 3, and Minor Tests 1 & 2 as below:

   3.1.1. Download the excel template applicable to course(s) taught by the faculty member from the link given below:

i.	Courses with Practical Component	http://exam.dtu.ac.in/Notices/temp1.xlsx
ii.	Courses without Practical Component	http://exam.dtu.ac.in/Notices/temp2.xlsx
iii.	Courses having only Practical Component	http://exam.dtu.ac.in/Notices/temp3.xlsx

   3.1.2. Download the list of students from the ERP faculty portal https://cumsdtu.in/staff_dtu

   3.1.3. Copy and paste the list of students into 'Excel template' downloaded (as per Para 2.1.1) and update the marks in the downloaded excel sheet.

   3.1.4. The excel template contains the formula for automatically calculating the total ETE, PRE and PRS Components as per the mechanism approved in 29th Academic Council (Agenda 29.7).

   3.2. CWS marks shall be based on the Assignments, Quizzes, Open Book Tests, etc.

   3.3. MTE marks shall be based on the Innovative Work (Small Project, Startup Idea, Collaborative Projects, etc.), Poster Presentation, Review Report, Annotated Bibliography, etc.

   3.4. All other components shall be calculated as per past practice.

4. Course Coordinator(s) shall ensure marks submission of all components and submit the grades in the Result Section with the approval of Chairman-(Grade Moderation Committee) as per Para 1.
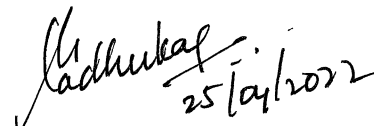
25.04.22

(Kamal Pathak)
Controller of Examination
Dated: 25.04.2022

No.- DTU/Examination/019/2021-2022/ 3 7 9

Copy to:-
1. PA to VC for kind information to the Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU.
3. Dean (Academic-UG/PG)
4. All HODs with a request to inform faculties/course coordinator(s) concern.
5. Head (CC) with a request to upload the information on University Website.
6. Sh. Prashant Saxena, M/s Libsys with a request to ensure the faculty portal functioning.
7. Guard File.

25/04/2022

(Madhukar Ch)
EDP Manager & OIC(Result)