

## COLLEGE OF IT & MANAGEMENT EDUCATION

(Formerly, Centre for IT Education)

A Constituent College of Biju Patnaik University of Technology, Odisha

(An Institute approved by AICTE, New Delhi, MHRD, Government of India)

No 848 / 2025

Date 11.09.2025

## **OFFICE ORDER**

It is for the information of all concerned that the Instituion has adopted an Uniform Internal Assessment Template in respect of 2-Year MBA and MCA Courses from the current academic session 2025-26 (Annexure-1).

In addition, the guidelines to be followed is as under;

 The duration for Internal Assessment Test carrying 15 (Fifteen) Marks will be 01.00 Hour.

ii. All Questions are comulsory.

iii. The concerned teacher will show the Internal Assessment Tests Answer Script to the students within 7 (Seven) working days from the date of Test.

iv. If a student will not be satisfied with the mark (s) awarded, s/he can request for re-valuation on payment of Rs. 50/- within fifteen days from the date answer script (s) shown by the teacher.

This will have immidiate effect.

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PRINCIPAL

Memo No 845 / 2025

Date 11.09.2025

Copy to (I) Head, MBA, MCA Department, and all Member Faculties (including Guest Faculties)/ Admin / Academic / Accounts Section and Notice Board for information of Students.

(ii) Dr Amitabh Nanda, Faculty- In-charge of MBA and Mr Nihar Ranjan Sabat, Faculty- In-charge of MCA Internal Assessment Tests (Academic Session: 2025-26) for information. They are requested to coordinate with Head for smooth conduct of the Tests.

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Annexure- 1

a) b) c) d) e) Applied, Case-based, Problem-based or Structured Q2 Q3 (3 N	Roll N Regis		on No:									
SUB_Code:   (Regular / Detained Examination: 20	Total	Numb	per of Pages: (XX)			-	C	ourse:	MBA/	MCA		
SUBJECT NAME: BRANCH: Max Time: 1 Hour Max Marks: 15 Q. CODE: (To be allotted by the College)  Any Question having parts should be answered as whole at one place only. Illustrate answer with diagram relevant / required; if any)  The figures in the right-hand margin indicate marks.  ALL QUESTIONS ARE COMPULSORY  Q.1 Objective Type (Two-three sentenceanswers)  (5 x  a)  b)  c)  Applied, Case-based, Problem-based or Structured  Q.2 (4 N  Q.3 (3 N			3									
BRANCH: Max Time: 1 Hour Max Marks: 15 Q. CODE: (To be allotted by the College)  Any Question having parts should be answered as whole at one place only. Illustrate answer with diagram elevant / required; if any)  The figures in the right-hand margin indicate marks.  ALL QUESTIONS ARE COMPULSORY  Q1 Objective Type (Two-three sentenceanswers)  (5 x  a)  b)  c)  Applied, Case-based, Problem-based or Structured  Q2 (4 N  Q3 (3 N				(Regula	r / Deta	ined Exa	minat	tion: 20	_ <u>;</u>	_		
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2. CODE: (To be allotted by the College)  Any Question having parts should be answered as whole at one place only. Illustrate answer with diagram elevant / required; if any)  The figures in the right-hand margin indicate marks.  ALL QUESTIONS ARE COMPULSORY  Q1 Objective Type (Two-three sentenceanswers)  (5 x  a)  b)  c)  d)  Applied, Case-based, Problem-based or Structured  Q2 (3 N	Max Time: 1 Hour Sitting:											
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b) c) d) e) Applied, Case-based, Problem-based or Structured Q2 Q3 (3 N	21		Objective Type (Two	-three sente	enceans	swers)						(5 x 1 Mark)
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e) Applied, Case-based, Problem-based or Structured  Q 2  Q 3  (3 N)		,										
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(3.N)	Q 2											(4 Marks)
Q4 (3 N	Q 3											(3 Marks)
	Q 4											(3 Marks)

Note: The student (s) will use Roll number till the registration number is alloted by the University.

12/11/19/2025