

## Fwd: Appointment Letter and Guidelines to the Chief Head Examiners (Even Sem 2023-24)

abhik si <abhiksi222@gmail.com>

Sat 6/15/2024 5:20 PM

To: IC\_EXAMS <examinations@bcrcp.org>

----- Forwarded message -----

From: <makautportal2020@gmail.com>

Date: Sat, Jun 15, 2024 at 3:45 PM

Subject: Appointment Letter and Guidelines to the Chief Head Examiners (Even Sem 2023-24)

To: <abhiksi222@gmail.com>

Ref. No: 292667

date : 15-06-2024

From:

**Controller of Examination,  
Maulana Abul Kalam Azad University of Technology, WB**

To:

**Mr./Mrs./Miss/Dr./Prof. ABHIK SI      College Code:189**

Sir/Madam,

This is to inform you that you are engaged as Head Examiner (3rd evaluator) for the subject mentioned. The following would be the steps to complete your assignment.

Subjectcode-(UPID): MPT2083 - 20470

Subjectname: PRINCIPLES OF DRUG DISCOVERY

1. The appointment of the Head Examiners is the first step to initiate assessment of the answer scripts of a course.
2. **Chief Head examiner needs to submit an instruction sheet which would contain question-wise solution and advisory to the examiners to bring uniformity in assessment. The issues of incomplete/out of syllabus questions, if any, would also be taken care of in consultation of the office of Controller of Examinations, if required. A special instruction sheet will be available which would be made available by the office of CoE on the basis of some changes/queries made during the examination to include appropriate advisories for such issues.**
3. **The instruction sheet should be complete in nature with specific instructions. Putting external/other references should strictly be avoided.**
4. *The instruction sheet should be submitted within 24 hours from email is received.*
5. **The quality and uniformity of the assessment would depend on the instruction sheet made available by the Head Examiners.**
6. **The examiners would be able to see the (i) question paper, (ii) model answer (wherever available) (iii) special instruction, if any and (iv) instruction/advisory of the Head Examiner in their online account.**
7. Once a defined number of scripts are evaluated by the examiners, 10% of scripts (2% each from 5 categories of marks band) are moved to the second pool.
8. Scripts of the second pool be evaluated by a second examiner other than the first examiner.
9. When the mark difference between first and second examiner goes above the acceptable limit, it goes to the Head Examiner.
10. Head Examiners would be able to see both the evaluations in a single screen (side by side). Head Examiners can choose either of the evaluations as correct and can complete the process.



*26/06/24*  
**Prof. (Dr.) Samanta**  
**M. Pharm., Ph.D (J.U.)**  
**Principal**  
**Dr. B. C. Roy College of Pharmacy & AHS**  
**Durgapur, West Bengal-713206**

11. The rejected script could be defined in two categories. (i) Yellow mark - where there is no major issue in evaluation but marks awarding pattern is not acceptable in comparison to the other examiner. (ii) Red mark - where evaluation is not at all acceptable and it is evident that evaluation is done by the examiner without properly reading the answers and marks are awarded inconsistently.

12. The Head Examiner needs to put a brief comment during rejecting the script so that the examiner could understand the reason for the script being rejected and corrective measures could be taken for subsequent scripts evaluation.

13. Once 3 red marks are recorded, an intimation would go to the examiner that his evaluation quality is not upto the mark.

14. Once 5 red marks are recorded, the access of further scripts to that examiner would be blocked automatically and one intimation would be sent.

15. Since the process would be dynamic, the Head Examiner may get the scripts in intervals based on the pace of assessment and difference in marks of assessments.

16. An intimation would go to the Head Examiner once the evaluation of the subject is fully completed.

**Steps: Login to your Teacher Profile >> DIGITAL EVALUATION >> GUIDELINE PREPARATION FOR DVS.**

It is therefore requested that the Head Examiner should remain alert until the evaluation process is completed fully.

Your cooperation is highly solicited.

Thanking you

Controller of Examinations


--

Dr. Abhik Si.

BCRCP.

W.Bengal.



  
Prof. (Dr.) Janki Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206

**Fwd: Regarding Engagement of Examiner for Even Semester Examinations 2023-24**

abhik si &lt;abhiksi222@gmail.com&gt;

Fri 6/21/2024 2:08 PM

To:IC\_EXAMS &lt;examinations@bcrpc.org&gt;

----- Forwarded message -----

From: &lt;makautportal2020@gmail.com&gt;

Date: Fri, Jun 21, 2024 at 12:23 PM

Subject: Regarding Engagement of Examiner for Even Semester Examinations 2023-24

To: &lt;abhiksi222@gmail.com&gt;

**Ref. No:COE/Ex./Eval/ Even/ Sem /2023-24/1791**

Date: 21-06-2024

From:

Controller of Examinations,

Maulana Abul Kalam Azad University of Technology,WB

To:

Mr./Mrs./Miss/Dr./Prof. ABHIK SI

DR. B. C. ROY COLLEGE OF PHARMACY AND ALLIED HEALTH SCIENCES(189)

Sir/Madam,

I am directed to inform you that you have been appointed as an Examiner for the Even Semester Examination, 2023-24 conducted by the Maulana Abul Kalam Azad University of Technology,WB to be done through online mode (digital evaluation).

The relevant particulars are given below:

Degree: B.PHARM ,Semester: Eight Semester ,Course: Bachelor of Pharmacy(019)

Name of the paper: Social and Preventive Pharmacy Paper Code: PT 818 UPID:8245

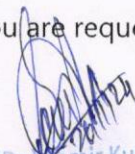
Full Marks:70

NB. In case any of your near relation appearing at the concerned examination, you are requested to decline the offer within 3 days by mentioning the reason in a sealed cover to the undersigned.Honorarium will be made as per University rules.

Thanking you in anticipation of acceptance & best of co-operation.

Yours sincerely



  
Prof. (Dr.) Samir Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206



abhik si &lt;abhiksi222@gmail.com&gt;

## Question Bank Paper Setter Appointment (ODD-2023-24)

1 message

makaut <makautportal2020@gmail.com>  
To: abhiksi222@gmail.com

Tue, Jan 16, 2024 at 10:02 PM

Dear Mr./Mrs./Miss/Dr./Prof. **ABHIK SI**,

You have been nominated by the Principal /Director of your college to act as the expert to prepare Question Bank with model answer for the Odd semester Examination 2023-2024.

Please visit the URL : <https://makautexam.ucanapply.com/ucanassess/>  
You can login to the portal using your login credential.  
The formal appointment letter will be available to download from the QB website.

The paper detail is mentioned below :

Paper Code : **MPT1084**

UPID : **10401**

Paper Name : **Cellular and Molecular Pharmacology**

### Revised Guideline for submission of Question Bank with model Answer.

1. The faculty member should define distribution of questions from numbers of chapters/module as per syllabus. This can defined under the Question Paper logic. The chapters for few syllabus is already defined . The necessary number of questions is fixed per chapter .However,the faculty will have option to distribute few questions as per his discretion. Where additional chapters could be added as per syllabus.
2. Submission of question requires allocation of mark, difficulty level and chapter to be defined for each question.
3. **MULTIPLE CHOICE QUESTIONS SHOULD BE AVOIDED.**
4. **DO NOT SUBMIT AMBIGUOUS VALUE ANSWER ON THE MODEL ANSWER BOX.**
5. **Put proper punctuation marks, comma (,) question mark (?) , exclamation marks(!), Sentence case etc.**
6. **The question will be submitted chapter wise based on associated syllabus.The syllabus will be visible chapter wise on panel.**
7. **Please avoid collection of questions from web links.**
8. **Avoid Question directly from Online sources.**
9. **Please ensure that no question is repeated in the question bank.**
10. **Provision for inserting figure/circuit diagrams, formula, equation is available in question as well as in answers. The experts are requested to use those provisions.**
11. Please avoid any additional numbering while submission of questions.
12. Before submission of the questions, the faculty member should check & verify each question individually for its correctness.

### Guidelines to the question bank setters for online submission of questions:

50 questions of mark '1' , 20 questions of marks '5' and 20 questions of marks '15' along with model answer are minimum that required to be submitted.

### Steps:

1. QB logic creation
2. Distribution of questions based on Chapter/Unit, Difficulty Level and marks in the grid provided.
3. Start uploading question papers and save each questions.
4. Multiple choice questions should be avoided.
5. For 15 marks questions, there would be provision for sub questions like (a), (b), (c) etc. and accordingly division of marks also to be allotted.
6. **Finally after a careful revision, submit the question bank.**
7. **Please ensure to update your profile with correct bank details.**
8. **Please login to your portal by 25/09/2023 for the last date for confirmation. The last date for submission QB.22.01.2024**



Prof. (Dr.) Samir Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206

PPR PT818

abhik si <abhiksi222@gmail.com>

Thu 8/22/2024 10:25 AM

To:IC\_EXAMS <examinations@bcrp.org>

Maulana Abul Kalam Azad University of Technology via [amazonses.com](https://amazonses.com)

Aug 21, 2024, 6:09 PM (16 hours ago)

to me



Ref. No.: 109027

date : 21.08.2024

From:

Controller of Examination,

Maulana Abul Kalam Azad University of Technology,WB

To:

Mr./Mrs./Miss/Dr./Prof. ABHIK SI College Code:189

Dear Sir/Madam,


I am directed to inform that you have been appointed as an Reviewer for Even Semester Examination, 2023-24 through online conducted by the Maulana Abul Kalam Azad University of Technology, WB. The relevant particulars are given below:

Semester: SEM-8, Stream: Bachelor of Pharmacy

UPID: 8245 Paper Code: PT 818 Name of the paper: Social and Preventive Pharmacy

--  
Dr. Abhik Si.  
BCRCP.  
W.Bengal.



  
Prof. (Dr.) Samir Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206

PPR PT 619, MPT 2084

abhik si &lt;abhiksi222@gmail.com&gt;

Thu 8/22/2024 10:27 AM

To:IC\_EXAMS &lt;examinations@bcrp.org&gt;

Ref. No.: 101435

date : 21.08.2024

From:

Controller of Examination,

Maulana Abul Kalam Azad University of Technology,WB

To:

Mr./Mrs./Miss/Dr./Prof. ABHIK SI College Code:189

Dear Sir/Madam,

I am directed to inform that you have been appointed as an Reviewer for Even Semester Examination, 2023-24 through online conducted by the Maulana Abul Kalam Azad University of Technology, WB. The relevant particulars are given below:

Semester: SEM-2, Stream: Master of Pharmacy in Pharmacology

UPID: 20471 Paper Code: MPT2084 Name of the paper: CLINICAL RESEARCH AND PHARMACOVIGILANCE

Full Marks:70

You are therefore requested to accept the assignment and complete the task within 24.08.2024. For any kind of clarification do not hesitate to contact this office.

**NB.** In case any of your near relation appearing at the concerned examination, you are requested to decline the offer within 3 days by mentioning the reason in a sealed cover to the undersigned.

Remuneration and TA/DA will be made as per University rules.

Thanking you in anticipation of acceptance &amp; best of co-operation.

Yours sincerely,

Controller of Examinations

MAKAUT, WB

Maulana Abul Kalam Azad University of Technology via amazonses.com

to me 

Aug 21, 2024, 5:54 PM (16 hours ago)



Ref. No.: 106962

date : 21.08.2024

From:

Controller of Examination,


Maulana Abul Kalam Azad University of Technology,WB

To:

Mr./Mrs./Miss/Dr./Prof. ABHIK SI College Code:189

Dear Sir/Madam,



  
Prof. (Dr.) Samir Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206



# SEACOM SKILLS UNIVERSITY

## Office of the Controller of Examinations

SSU/COE(IC)/Conf./Odd/Exam/2023/22

Date: 08.12.23

To  
Dr. Abhik Si  
Associate Professor,  
Dr. B. C. Roy College of Pharmacy and AHS,  
Bidhannagar, Durgapur, West Bengal 713206

**Subject: Appointment as External Paper Setter**

Dear Sir/ Madam,

I am directed to inform you that, you have been appointed as paper setter for the Subject(s) mentioned below:

**1. Pharmaceutical Jurisprudence – (Theory) BP505T**

for the course: **B. Pharm. 5<sup>th</sup> semester**

Kindly prepare **01 set** of question paper as per the format attached herewith and send the soft copy of Question Paper on the e-mail id: [coe@seacomskillsuniversity.org](mailto:coe@seacomskillsuniversity.org)

You are requested to send the question papers latest by **11.12.2023** positively.

In case any of your near relation is a candidate for the examination, you are requested not to accept the offer and inform us accordingly.

You are requested to keep the appointment confidential. I am sure you will kindly extend your co-operation and accept the assignment.

You are also requested to send your Bank Account details in this e-mail for honorarium @ Rs.500/- for above said purpose.

Thanking you.

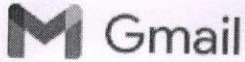
Yours faithfully

Controller of Examinations(IC)

Controller of Examinations  
Seacom Skills University

Prof. (Dr.) Kamir Kumar Samanta  
M. Pharm., Ph.D (J.U.)  
Principal  
Dr. B. C. Roy College of Pharmacy & AHS  
Durgapur, West Bengal-713206





abhik si &lt;abhiksi222@gmail.com&gt;

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Durgapur, West Bengal-713206