# DR. B. C. ROY COLLEGE OF PHARMACY & ALLIED HEALTH SCIENCES, DURGAPUR

Ref: BCRCP/PRIN/QPS/05/02 Date: 24-05-2021

To
**Dr. Nilanjan Ghosh,**
**Associate Professor**
Dr. B. C. Roy College of Pharmacy & AHS,
Durgapur.

**Sub**: Appointment as Question Paper Setter for ensuing Even Semester Examination 2020-21 of MAKAUT.

Dear Dr. Ghosh,

As per MAKAUT instructions and responsibility vested on me, I, hereby assign you the responsibility of submission of question paper for Even Semester Examination 2020-21 for the following subject since you are tagged as a subject teacher for the course.

| **Login URL:**https://makautexam.ucanapply.com/ucanassess/ | | | | |
|---|---|---|---|---|
| **Subject Name** | **Subject Code** | **SUBQCODE** | **User Id** | **Password** |
| Pharmacology I | PT418 | 4129 | PT418_4129_E | admin123 |

Kindly find attached herewith (ANNEXURE) the relevant instructions and guidelines for question paper setting.

University has stipulated 20 days (or latest by 20-06-2021) for the submission and as per university mail, an honorarium of Rs. 300/- will be paid to you by them.

The Question Paper assignment is a confidential process of the University and all the information that comes into the possession of the college authority and faculty is deliberated upon, during distribution of responsibility, especially during the setting of question paper, shall not be disclosed to any other party other than the University.

Upon submission, a line of intimation to the undersigned is solicited for updating the University regarding the same.

Thanking you,

**Principal**

**Enclo:** ANNEXURE (Instructions and Guidelines for Question Paper setting and submission)

## ANNEXURE

## Steps for Submission of Question Papers:

1. The faculty member will login with provided credential and change the password and submit his proper credential along with bank details.
2. They should define distribution of questions from difficulty level and number of chapters as per syllabus. This would come under the Question Paper logic. By default there would be 5 chapters.
3. Before entering any questions, marks of the question, difficulty level and chapter is to be defined for submission of the question.
4. Before submission of the question bank, the faculty member should verify each question.
5. **Do not put any serial numbering in the questions. The system will auto generate the serial.**
6. **Do not bold or use any other font related.**
7. Software would finally prepare the question as per prescribed formula.
8. Please be sure that no questions are repeated in the question bank.

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

1. There would be 30 questions of mark '1' and 20 questions of marks '2', totalling full marks 70 in each of the theory papers in end semester examinations.
2. All questions would be multiple choice questions with 4 alternatives and one correct answer.
3. There would be provision of inserting figure/circuits, formula, equation in questions and answers.
4. After inserting each of the questions, the correct answer to be marked beside the correct alternative.
5. Difficulty level of questions i.e. easy, moderate and difficult to be defined for each of the questions
6. Chapter-wise distribution of question to be defined to set the question paper from the bank.
7. Question bank setter would prescribe number of questions from different difficulty levels and different chapters for all 50 questions.