



COE 05

THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN

A Minority Institution Sponsored by Seethakathi Trust, Chennai
(An Autonomous Institution Affiliated to Alagappa University, Karaikudi)
(Accredited by NAAC with 'A' Grade (CGPA: 3.16) & ISO 9001: 2015 Certified Institution)
Recognized by UGC with 2(f) & 12(B)
Kilakarai-623517 Ramanathapuram District, Tamil Nadu

Dr. S. MUTHUMAREESWARI
Controller of Examinations

Phone
COE Office : 9442617030
COE's Cell : 9489052390
E-mail : tbakccoe@gmail.com

Ref No: TBAKC/COE/Question Setting/ 7954/ NOV 2022 Date : 30.09.2022

To

Dr. M. Thenmozhi
Asst Professor
Dept of Biotechnology
School of Life Sciences
VELS University
Pallavaram
Chennai - 600117
Mobile : 9788851777

Sir / Madam,

I am pleased to inform that you have been appointed as Question Paper Setter for the Summative Examinations, NOV 2022

Details for the Question Paper:

Major	Sem	Code No	Title of Question Paper	Max. Marks	No of QP and Key to be set
B Sc Microbiology	III	HBMBE34	Bioinformatics	50	1

Please send the acceptance letter to the Controller by E mail or SMS on or before 01.10.2022

Remuneration:

UG / Diploma / Certificate / Advanced
Diploma / PG Diploma : Setting Rs.500 Detailed Scheme & Key Rs.200
PG / M Phil : Setting Rs.700 Detailed Scheme & Key Rs.200

Question Paper to be sent on or before

07.10.2022

Kindly set the questions testing students' level of understanding, knowledge and application of concepts learnt in the relevant fields

Yours faithfully,

Controller of Examinations

P.T.O

GUIDELINES TO THE QUESTION PAPER SETTERS

1. This offer is made on the distinct understanding that none of your **RELATIVES** are appearing for the examinations for which you are requested to be a Question Paper Setter. In case if any of your relative(s) appearing, please give us details of relationship
2. Keep all matters relating to examinations **CONFIDENTIAL**.
3. Please go through the syllabus and Question paper pattern carefully.
4. The question paper must contain the following details.
 - a. **Title of the Paper, Code Number, Semester Number, Duration and Maximum Marks**
 - b. Marks for each question and sub-division.
 - c. Running numbers for the questions of each paper (Avoid giving Separate Serial numbers for each Section)
 - d. Mathematical Signs & Index Figures if any, should be written clearly
 - e. Chemistry equations to be legibly written
5. Please make the question specific, precise and without ambiguity; (**For example: the question 'state three uses of Oxygen' will be more precise than the question "state the uses of Oxygen".**)
6. Questions in **set A** should not be **repeated in set B**. QP Setting & Scheme should be clear and complete in all respect and for all sections.
7.
 - a. **DETAILED SCHEME OF VALUATION with MARK ALLOCATION must accompany the question paper.**
 - b. Solution / Key to the problems (in Mathematics / Statistics / Accountancy / Science papers), any key to annotations (for Part I Tamil / Arabic and Part II and III English papers) must be sent along with the Scheme.
8. Rate of Remuneration for setting Question Paper
 - a. UG Scheme of Valuation Rs.500 per set
Rs.200 per set
 - b. PG (including M Phil) Scheme of Valuation Rs.700 per set
Rs.200 per set

(Set = One Question Paper & its Detailed Scheme of Valuation)
9. Copy of the Question paper set (if any) available with the question paper setters should be destroyed immediately.
10. Adhere to the Blue Print / Question Paper Pattern.
11. Question Paper Remuneration shall be sent immediately after the exams are over
