



MAHENDRA ENGINEERING COLLEGE

(Autonomous)

Mahendhirapuri, Mallasamudram, Namakkal - 637403

Office of the Controller of Examinations

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Dr. N. Viswanathan, M.E., Ph.D.,
Professor & CoE

Lr. No : MEC/COE/QPS/UG-PG / Nov.-Dec.' 22/ND22017

Date : 31.10.2022

To

Prof. C Arul Stephen

Assistant Professor

Department of ECE

Vel's Institute of Science, Technology & Advanced Studies Chennai

Dear Sir/ Madam,

Sub: **UG / PG Autonomous Examinations - Appointment of Question Paper Setter - Nov./Dec. - 2022- Reg.**

You have been appointed as Question Paper Setter for the End Semester Examinations to be held in November -2022. The following are the details of the programme, Course code & Title of the question paper(s) to be set.

Course Code	Course Title	No. of Question paper(s) to be set
19EC14701	RF and Microwave Engineering	Each One

Bloom's taxonomy should be taken as reference for setting the question paper(s). A brief write up on **Bloom's taxonomy** is enclosed for your reference.

A copy of the syllabus, question paper template and claim form are herewith enclosed. Soft copy of the question paper(s) can be sent through e-mail: meccoeqp@gmail.com

A hard copy of the filled - in claim form should be sent through courier/ Speed post; the claim form should reach us within **five days** from the date of dispatch of the question paper(s).

Last day for receipt of the question paper(s) is 08.11.2022. You may decline the offer if your close blood relative(s) is (are) currently studying at MEC and intimate the same to the CoE office immediately.

We solicit your kind co-operation for successful conduct of the examinations.

With regards

CONTROLLER OF EXAMINATIONS
MAHENDRA ENGINEERING COLLEGE
(AUTONOMOUS)
MAHENDHIRAPURI, NAMAKKAL (DT.) - 637 563.

Controller of Examinations

INSTRUCTIONS TO THE QUESTION PAPER SETTERS

1. The question paper setters are requested to keep their appointment strictly **confidential**.
2. The question paper should be prepared using **Bloom's taxonomy verbs** and it should be in the **prescribed template**.
3. **Soft copy of the question paper(s) can be sent through e-mail meccoeqp@gmail.com**
4. Subject code and title must be clearly given in the question paper.
5. Particulars regarding **Data books, Tables, Charts, etc., to be supplied**, must be clearly mentioned in the question paper(s). **Sketches/ Drawings if any should be drawn legible**.
6. Utmost care should be taken to prepare Question paper for improving the quality of Examination systems.
7. **The Question paper should constitute at least 40 % application / other higher levels of Bloom's taxonomy for UG courses and at least 60 % for PG courses.**
8. Please mention the required details in the given claim form carefully in order to avoid payment delay.
9. You are requested to send the hardcopy of the claim form within 10 days from the date of question paper softcopy sent by E-mail.
10. For further information and clarifications, feel free to contact the CoE office.

Controller of Examinations