Department of Electrical and Electronic Engineering

আন্তর্জাতিক ইসলামী বিশ্ববিদ্যালয় চট্টগ্রাম

International Islamic University Chittagong

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Ref: IIUC/EEE/Notice/Online/Assessment/

Regarding Online Final Assessment/Assignment of Spring 2021/Autumn 2021

As per the decision of the university authority, the Final Evaluation of **Spring 2021 (3rd to 8th semester)/ Autumn 2021 (1st and 2nd Semester)** will be held in online platform from **1st December 2021**. The Final **50%** marks will be assessed on the basis of submission of **Assignment (30 Marks)** and **Viva-Voce/Quiz (10 Marks) and Mandatory Viva-Voce (10 Marks).**

ASSIGNMENT QUESTION FORMAT

There will be **five sets of questions** in the assignment from the Final Exam syllabus (the last five stanza of the syllabus). Each set will be from each stanza. There will be **no alternatives i**n the question i.e. the students will have to answer all the questions. Each set might contain single or multiple questions depending on the respective courses. The set of questions will carry **six** marks so that the total marks from **five** sets of questions become **thirty (6×5=30).**

QUESTION PATTERN

The questions of the assignments are expected to be creative so that the students need to answer the questions by their basic understanding and analyzing capabilities. There will be **multiple sets** in the question in a section where the number of registered students in that section is more than 25. Students have to answer their corresponding set.

Each question will contain Questions; Course Outcomes (**CO**) of respective course and Bloom's Level (**BL**) with other usual information (see the Fig.1 example). COs and BLs will be given in the question just for students' concern. However, detail guideline will be given by the respective course teacher through online review lecture.

SL	Question	Course Outcome	Bloom's Level	Marks
1(a).		CO1,CO3	E,R	
1(b).		CO1,CO3	An, E	

R=remember; U=understand; App=apply; An=analyze; E=evaluate; C=create.

Fig.1: Example of a question part

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QUESTION COLLECTION

Questions (or the link) will be available on the Google Classroom or in the section wise departmental Whatsapp group by the respective course teacher.

HOW TO ANSWER

In most cases, the students will have to prepare the assignments by their own hand writing. However, any course teacher can demand computer composed assignment. The students are allowed to take help from books, class lectures or online materials. But, they have to prepare/organize their answers by their own. **It must be your own hand written document. Submission of assignment written by others will be treated as unfair-means and will be reported for punishment according to rules.** The text in the file must be clearly readable. Moreover, as per decision of university authority for the Final Exam/Assignment, **your assignment will be justified by Viva**.

ASSIGNMENT FORMAT

There must be a cover page of the assignment that will contain name of the department, university, semester, section, course code, course title, and the name of the course teacher. It will also contain student's name, student ID, email ID, Contact Number, Date of Birth, Date of submission, Signature of the Students. The page size will be **A4**. For hand written assignment each page should contain page number and **signature of the students**. The whole assignment including the cover page should be in **a single PDF** before submission. **The students must have to attach their Admit Card (Final, Autumn 2020) after the cover page.** A sample format will be supplied from the department. Student must follow that format.

ASSIGNMENT DURATION

The students will get **5** (five) hours (**4.5 hours for answering** the question + **30 mins. for uploading** the assignment) to prepare and submit the 30 marks assignment. The time will be counted from the scheduled time of the question distribution. Time and duration for Quiz or Viva will be set by the respective course teachers. Moreover, as per decision of university authority for the Final Exam/Assignment Autumn 2020, each **submission (Assignment) will be justified by Viva**. **This time 30 minutes has been given for assignment submission only.** Therefore, failing to submit the assignment in time without acceptable reason may cause **poor mark in Viva or rejection of assignment**.

Student those who have **overlap exam** will get double time (like, 10 hrs instead of 5 hrs.) from **one** teacher. For that he/she has to take permission **from one** of the two course teachers in advance by mail keeping advisor and other course teacher in CC.

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ONLINE PLATFORM

The respective class teacher will decide regarding the online platform. It might be in Google form/ Google Classroom/ Turnitin/ direct email or any other suitable way decided by the respective course teacher.

SUBMISSION OF ASSIGNMENT

The students must have to submit the soft copy of assignment within the exam period. Besides this, **the students must submit the hardcopy of the assignment to the respective course teacher on or before the final Viva of the course.** Without hard copy of the assignment, the answer scripts may not be evaluated.

VIVA/ Viva & Quiz

The Final Viva of each theory course will take place physically (offline) in the department after the completion of respective final assessment of the course. Respective Course teachers will inform the schedule and the procedure of **Viva/** Viva & Quiz exam (Viva mandatory) to the students.

GUIDELINES ON STUDENTS' PREPARATION FOR ONLINE ASSESSMENT

- Open a **Gmail** account, please skip if you already have an account. Gmail is needed for **Google Class Room and Google form**.

- **Install zoom software** with your email id.

- **Rename your zoom id with your student id** (e.g. ETXXXXXX) using **web mail** of IIUC.

- **Be connected with WhatsApp group:** The Department has created section wise WhatsApp groups. The students have to be connected with the concerned group/s. Besides this, we have created 'Notice/EEE/IIUC' group for all the current male students of EEE. Another group named 'Notice/EEE/IIUC/Female' has been created for all the current female students. Male and Female students have to be connected with the respective Notice group to get updated information. Please, consult with your respective CRs regarding this matter. Also, **Mr. Mostafa Helal**,Assistant Director, Dept of EEE and Mr. Md. Ali Murtuza, Senior Lab Technician, Dept of EEE are ready to cooperate (if needed) regarding this mater.

- Please consult with your respective course teachers and advisor in case of any further query.

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