

### **Guidelines for Evaluation of Foundation Courses**

1. Project Evaluation – (Out of 25 marks):
  - a. The essential components (along with other desirable components) for the projects are:
    - i) Objective
    - ii) Thesis statement
    - iii) Methodology
    - iv) Data Analysis/ Findings
    - v) Conclusion
    - vi) References
  - b. All faculty members are to evaluate the projects of their own students.
2. Class Presentation – (Out of 15 marks):

While evaluating, the emphasis would be on:

  - i) Presentations made in class throughout the semester
  - ii) Presentation/ Communication Skills (irrespective of medium/ mode)
  - iii) Interjections, interventions and queries.
3. Group Discussion – (Out of 15 marks) :

Evaluation would be based on:

  - i) Participation in discussion
  - ii) Communication Skills (irrespective of medium)
  - iii) Understanding of topic
  - iv) Originality of thoughts
  - v) Critical and analytical thinking
4. Departmental committees of all teachers teaching a foundation course will attend to ensure parity of assessment of the project after all submissions are complete
5. Minutes of the aforesaid Committees are to be maintained by the departments
6. Students are required to retain the project reports for any future queries.