



# DELHI TECHNOLOGICAL UNIVERSITY

(Formerly Delhi College of Engineering)  
Shahbad Daultapur, Main Bawana Road, Delhi-42

## EXAMINATION DEPARTMENT

F.No. DTU/Examination/019/2020-21/8966

Date :23.02.2021

### NOTICE

**Subject: Updating & Recording the Marks of Class Tests 1,2&3; Surprise Tests 1&2 and Innovative Work (Small Project, Startup Idea, Collaborative Projects etc) pertaining to ETE, MTE & PRE components respectively of various Courses for Continuous Assessment during the Even Semester of Academic Year 2020-2021 (and Odd Semester for B.Tech., B.Tech.(Continuing Edu.), BAE and BBA I Semester).**

*Reference : Academic Calendar for Even semester of the Academic Year 2020-2021 (Agenda 26.8.IV of 26<sup>th</sup> Academic Council) and Academic Calendar for B.Tech. first semester (AY2020-21) (Agenda 25.16 of 25<sup>th</sup> Academic Council)*

1. In order to Update & Record the Marks of Class Tests 1,2&3; Surprise Tests 1&2 and Innovative Work (Small Project, Startup Idea, Collaborative Projects etc) pertaining to ETE, MTE & PRE components respectively of various Courses for Continuous Assessment during the Even Semester of Academic Year 2020-2021 (and Odd Semester for B.Tech., B.Tech.(Continuing Edu.), BAE and BBA I Semester) , faculty members are required to do the following:

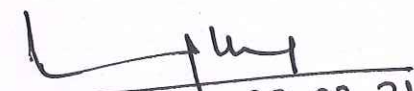
- 2.1. Download the excel template applicable to course(s) taught by the faculty member from the link given below:

i.	Courses with Practical Component	<a href="http://exam.dtu.ac.in/Notices/temp1.xlsx">http://exam.dtu.ac.in/Notices/temp1.xlsx</a>
ii.	Courses without Practical Component	<a href="http://exam.dtu.ac.in/Notices/temp2.xlsx">http://exam.dtu.ac.in/Notices/temp2.xlsx</a>
iii.	Courses having only Practical Component	<a href="http://exam.dtu.ac.in/Notices/temp3.xlsx">http://exam.dtu.ac.in/Notices/temp3.xlsx</a>

- 2.2 Faculty must ensure that all the students of their class are reflecting in ERP Portal in case of any discrepancy, Faculty may get it resolved from the Computer Center.
- 2.3. Download the list of students from the faculty portal ([https://cumsdtu.in/staff\\_dtu](https://cumsdtu.in/staff_dtu)) of ERP.
- 2.4. Copy and paste the list of students into 'Excel template' downloaded (as per Para 2.1) and update the marks in the downloaded excel sheet.
- 2.5. Keep a copy of the marks entered for record and reference.

The excel template contains the formula for automatically calculating the total for ETE component.

3. At the end of semester, faculty members are required to upload the CWS, MTE,,PRS,,STS, PRÉ, STE, and ETE components into the ERP Portal.

  
23.02.21  
Kamal Pathak  
(Controller of Examination)



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Date: 23.02.2021

### Copy to :

1. PA to VC for kind information to the Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU.
3. Dean Acad (UG/PG).
4. All HODs with a request to inform all faculties.
5. Deputy Registrar(Exam).
6. Head (CC)/KNM with a request to upload the information on University Website.
7. Guard File.

*Madhukar*  
23/02

**Madhukar**  
EDP Manager & IC(Results)



**iv. Academic Calendar for Even semester of the Academic Year 2020-2021.**

It is submitted to the Academic Council that the even semester of AY 2020-21 started w.e.f. 7<sup>th</sup> January 2021 and the Academic calendar for even semester and evaluation schedule was prepared and notified vide notification No DTU/Examination/40/2020/E/47 dated 21.12.2020. The Academic Calendar is as below:

S.No.	Assessment Activity	Date	
1.	Filling of Online Registration	25.12.2020 to 31.12.2020	
2.	Teaching starts	07.01.2021	
3.	Surprise Tests I & II	On any working day without prior information to the Students	
4.	Submission of Proposal of Innovative Work* to the concerned faculty for MTE component for courses having ETE	02.02.2021	
5.	Submission of Proposal of Innovative Practical Work* to the concerned faculty for PRS component for courses having PRE		
6.	Class Test – I & Practical Test – I (On any working day with prior information to the Students)	Between 05-02-2021 & 19-02-2021	Online Submission of Marks : (Action : Faculty) 26-02-2021
7.	1 <sup>st</sup> Review of Innovative Work* for MTE components for courses having MTE	02.03.2021	
8.	1 <sup>st</sup> Review of Innovative Practical Work* for PRS components for courses having PRE		
9.	Class Test – II & Practical Test – II (On any working day with prior information to the Students)	Between 19-03-2021 & 02-04-2021	Online Submission of Marks : (Action : Faculty) 09-04-2021
10.	Submission & Evaluation of Innovative Work* for MTE component for courses having MTE	Between 11-04-2021 & 23-04-2021	Online Submission of Marks : (Action : Faculty) 30-04-2021
11.	Submission & Evaluation of Innovative Practical Work* for PRS component for courses having PRE	Between 23-04-2021 & 07-05-2021	Online Submission of Marks (Action : Faculty) 14-05-2021
12.	Class Test – III & Practical Test – III (On any working day with prior information to the Students)	07-05-2021	
13.	Teaching Ends	07-05-2021	
14.	Online Submission of Marks of All Components of Evaluation	14-05-2021	
15.	Online Submission of Grades to Examination Branch by Course Coordinators	21-05-2021	
16.	Declaration of Results	30-05-2021	

*\* Innovative Work in the form of Small Project, Start-up Idea, Collaborative Projects, Automation, Simulation, Case Study, Solutions to Real Time Social, Economic and Technical problems etc. (Group of maximum 2 students).*

**Decision :** The Academic Council ratified the above four actions of the University. Further the Council desired that efforts should be made to bring the matter for its approval rather than for ratification to bare minimum.



**Agenda 25.16 : Academic Calendar for B.Tech first semester (AY 2020-21).**

It was submitted to the Academic Council that the academic calendar for B.Tech. 1<sup>st</sup> Semester (Academic Year-2020-2021) proposed as under for approval:

S.No.	Activity	Date	
1.	Filling of Online Registration	01.12.2020 to 21.12.2020	
2.	Online Orientation Program	02.12.2020 to 04.12.2020	
3.	Teaching Starts	07.12.2020	
4.	Surprise Tests I & II	On any working day <b>without prior information</b> to the Students	
5.	Submission of Proposal of Innovative Work* to the concerned faculty for <b>MTE component</b> for courses having ETE	15.01.2021	
6.	Submission of Proposal of Innovative Practical Work* to the concerned faculty for <b>PRS component</b> for courses having PRE		
7.	Class Test – I & Practical Test – I (On any working day with <b>prior information</b> to the Students)	Between 04-01-2021 & 15-01-2021	Online Submission of Marks ( Action: Faculty) 22.01.2021
8.	1 <sup>st</sup> Review of Innovative Work* for <b>MTE</b> components for courses having MTE	15.02.2021	
9.	1 <sup>st</sup> Review of Innovative Practical Work* for <b>PRS</b> components for courses having PRE		
10.	Class Test – II & Practical Test – II (On any working day with <b>prior information</b> to the Students)	Between 15-02-2021 & 26-02-2021	Online Submission of Marks : ( Action: Faculty) 05.03.2021
11.	Submission & Evaluation of Innovative Work* for <b>MTE</b> component for courses having MTE	Between 08-03-2021	Online Submission of Marks
12.	Submission & Evaluation of Innovative Practical Work* for <b>PRS</b> component for courses having PRE	& 19-03-2021	( Action: Faculty) 26.03.2021
13.	Class Test – III & Practical Test – III (On any working day with <b>prior information</b> to the Students)	Between 15-03-2021 & 26-03-2021	Online Submission of Marks : ( Action: Faculty) 02.04.2021
14.	Teaching Ends	26.03.2021	
15.	Online Submission of Marks of All Components of Evaluation	02.04.2021 ( Action: Faculty)	
16.	Online Submission of Grades to Examination Branch by Course Coordinators	09.04.2021	
17.	Declaration of Results	30.04.2021	

**Decision :** The Academic Council considered and approved the Academic Calendar for B.Tech first semester (Academic Year 2020-21) and for B.Tech (Evening) programmes also. The Council further, Authorized Vice Chancellor to accept the proposal of other programmes for 1<sup>st</sup> year students.