

## **I. POST GRADUATE DIPLOMA IN COMPUTER APPLICATION**

**(Regular – Fast Track ) One Year**

**Revision 2007**

### **ABOUT THE COURSE**

The Department of Technical Education and the L B S Centre for Science & Technology, Government of Kerala, are jointly conducting the Post Graduate Diploma in Computer Applications course. Candidates successfully completing the course, will be awarded the Post Graduate Diploma by the State Board of Technical Education, Government of Kerala.

### **ELIGIBILITY FOR ADMISSION**

**For PGDCA:** Degree in any discipline from any one of the Universities in Kerala or recognized by any one of the Universities in Kerala with not less than 60% marks in aggregate. Admission will be based on the total marks obtained in the Degree Examination. Suitable Weightage will be given for Engineering/Post Graduate Degree and Experience in relevant fields. Weightage will be given as follows.

B.Tech or BE	-	20%
PG Degree	-	10%
Experience	-	2 marks per year (maximum of 10 marks)

### **DURATION OF THE COURSE**

The normal duration of the course is 1 year comprising of 2 semesters. The classes will be held on all week days – 4 hrs/day.

### **EXAMINATION**

There will be Examination at the end of each semester. The conduct of examination, valuation, declaration of results, issue of certificates, mark lists etc, of this course are done by Joint Controller of Technical Examinations, Govt. of Kerala.

### **EXAMINATION FEE**

Examination fee (Regular and Supplementary) will be fixed by the Joint Controller of Technical Examinations from time to time. Candidates should remit the examination fee as and when notified.

### **RE-ADMISSION RULES**

Students who discontinue the course after the commencement of the classes and who are not eligible to appear for the examination for want of attendance will be re-admitted to the same semester on request as per the existing rules of LBS Centre on

condition that the candidate shall study the course and write exam as per the scheme and syllabi of the PGDCA course to which he/she is readmitted.

**RULES & REGULATIONS OF CONDUCT OF CLASS/EXAM OF THE**  
**PGDCA(FAST TRACK)COURSE**  
**(ONE YEAR)**

**1. Instructional duration in an academic year**

- a. Each Semester consists of a minimum of 20 weeks of instruction, including intervening holidays, but excluding the period of examinations and study holidays.
- b. The course will follow Semester pattern, with an End semester examination, conducted by the Board of Technical Examinations, Kerala State.
- c. Classes will be held on all weekdays 2.5 hours as per day and thereby 12.5 hours per week for part time candidates and a minimum of 18 hours per week for Fast track candidates.

**2. Minimum attendance required for obtaining eligibility to appear for the Examination.**

- a. A candidates must secure a minimum of 80% attendance in each Semester, in order to secure the eligibility to appear for each Semester Examination.
- b. In the case of those students with 65% or more attendance but could not attain 80% attendance due to Medical reasons, the Head of Institution, at his/her discretion, may grant the eligibility to appear for the examination, subject to the remittance of “Condonation Fee”, fixed by the Government from time to time.
- c. Students who have secured less than 65% attendance are not eligible to apply for “Condonation”, and will not be allowed to appear for the examination under any circumstances.
- d. Students who have shortage of attendance, but not condoned, in any semester are not eligible to be promoted to the higher semesters. They may seek readmission in the same semester and repeat.

**3. Scheme of Evaluation**

- a. The scheme of evaluation shall consist of (1) Internal assessment (Sessional) and (2) End Semester examinations in Theory and Practical Subjects. The marks for End Semester Examinations, and Internal Assessment, both for the Theory and practical papers will be 100 and 50 respectively.
- b. The Total marks (Internal and End Semester Examination) will be as follows. For PGDCA One Year Fast Track (2 Semesters)  
Semester I – 1200 Marks  
Semester II- 1050 Marks

#### **4. Award of Internal assessment marks.**

In respect of theory subjects the award of Sessional mark will be on a Continuous Evaluation method, based on tests, assignment and attendance in the proportion of 40% for test, 40% for test assignments and 20% for attendance. There will be a minimum of two tests and Two Assignments, and all the 2 Test papers and 2 Assignments are taken into account for the calculation of Final Internal Assessment Marks.

#### **5. End Examination**

In each theory subject, there will be an end examination in each Semester conducted by the Board of Technical Examination, Kerala State as per the pre-announced notification of examinations. The timetable for the examination will also be informed to the students ahead of their conduct.

#### **6. Minimum marks for a pass.**

A candidate must secure a minimum of 40% marks in the End Semester examination in each Theory, practical and 50% for total (Internal + Theory/Practical) for a pass in each subject.

#### **7. Rules for promotion to the Higher Semesters**

Candidates shall be allowed to go to the next higher Semester, if he/she attended the previous Semester and has fulfilled the conditions of attendance required and registered for the concerned semester examination.

#### **8. Classification of successful candidates**

a) Candidates shall be declared to have passed the PGDCA course only if he/she has secured a Pass in all the theory and practical subjects in all the Semester of study.

b) There will be 3 classification of passed candidates namely

1. First class with distinction
2. First class
3. Second class

c) The total marks of all the Semesters shall be considered to classify the successful candidates. The marks obtained in all the semesters will be added and the percentage of marks is worked out.

**FIRST CLASS WITH DISTINCTION:** A candidate will be declared to have passed the PGDCA Course in First Class with Distinction if he/she secures not less than 75% of the aggregate marks in all Semester put together and passes all the above semester in the

first appearance itself, within the stipulated period of normal study, i.e., Three Consecutive Semesters, without any break.

**FIRST CLASS:-** A candidate will be declared to have passed the PGDCA Course in First Class if he/she secures not less than 60% of the aggregate marks in all Semesters put together and passes all the above semesters, within Two consecutive chances including his regular appearance offered by the Board of Technical Exams.

**SECOND CLASS:-** All other successful candidates will be declared to have passed in the Second Class.

### **9. Maximum duration of the PGDCA**

Normal duration of the course is 2 consecutive Semesters over a period of one year. However in the case of those who have not acquired PGDCA within the stipulated minimum duration of 2 Semesters, he/she can acquire the PG Diploma taking a maximum duration of another 2 years. However the maximum number of chances to appear for the final semester examination is limited to 3 including his/her regular chance.

### **10. Cancellation of Candidature in the Examination**

If a candidate desires to cancel candidature for end semester Examination he/she should forward the duly filled in application form, recommended by the Head of Institution/Chief Superintendent of Exam centre so as to reach the office of the Controller of Technical Examinations within 10 days after the completion of the last theory examination of that particular semester examination. For those who have applied for the examination and absent without canceling their candidature it will be treated as an attempt/chance. Cancellation of candidature in the Examination is allowed only once for a particular semester Examination Candidates reported for malpractice will not be eligible for cancellation of examination.

## **II. POST GRADUATE DIPLOMA IN COMPUTER APPLICATION & POST DIPLOMA IN SOFTWARE ENGINEERING**

**(Part time)- 1 ½ years**

**Revision 2007**

### **ABOUT THE COURSE**

The Department of Technical Education and the L B S Centre for Science & Technology, Government of Kerala, are jointly conducting the Post Graduate Diploma in Computer Applications/Post Diploma in Software Engineering courses. Candidates successfully completing the course, will be awarded the Post Graduate Diploma / Post Diploma by the State Board of Technical Education, Government of Kerala.

## **ELIGIBILITY FOR ADMISSION**

**For PGDCA:** Degree in any discipline from any one of the Universities in Kerala or recognized by any one of the Universities in Kerala with not less than 45% marks in aggregate. Admission will be based on the total marks obtained in the Degree Examination. Suitable Weightage will be given for Engineering/Post Graduate Degree and Experience in relevant fields. Weightage will be given as follows.

B.Tech or BE	-	20%
PG Degree	-	10%
Experience	-	2 marks per year (maximum of 10 marks)

**For PDSE :** A Diploma with a minimum of 50 % mark aggregate issued after studying a three year course recognized by the Board of Technical Education, Kerala

## **DURATION OF THE COURSE**

The normal duration of the course is 1 ½ year comprising of 3 semesters. The classes will be held on all week days – 2 ½ hrs/day.

## **EXAMINATION**

There will be Examination at the end of each semester. The conduct of examination, valuation, declaration of results, issue of certificates, mark lists etc, of this course are done by Joint Controller of Technical Examinations, Govt. of Kerala.

## **EXAMINATION FEE**

Examination fee (Regular and Supplementary) will be fixed by the Joint Controller of Technical Examinations from time to time. Candidates should remit the examination fee as and when notified.

## **RE-ADMISSION RULES**

Students who discontinue the course after the commencement of the classes and who are not eligible to appear for the examination for want of attendance will be re-admitted to the same semester on request as per the existing rules of LBS Centre on condition that the candidate shall study the course and write exam as per the scheme and syllabi of the PGDCA/PDSE course to which he/she is readmitted.

**RULES & REGULATIONS OF THE CONDUCT OF CLASS/EXAM OF**  
**PGDCA/PDSE COURSE( 1 ½ Year)**

**1. Instructional duration in an academic year**

- a. Each Semester consists of a minimum of 20 weeks of instruction, including intervening holidays, but excluding the period of examinations and study holidays.
- b. The course will follow Semester pattern, with an End semester examination, conducted by the Board of Technical Examinations, Kerala State.
- c. Classes will be held on all weekdays 2.5 hours as per day and thereby 12.5 hours per week for part time candidates and a minimum of 18 hours per week for Fast track candidates.

**2. Minimum attendance required for obtaining eligibility to appear for the Examination.**

- a. A candidates must secure a minimum of 80% attendance in each Semester, in order to secure the eligibility to appear for each Semester Examination.
- b. In the case of those students with 65% or more attendance but could not attain 80% attendance due to Medical reasons, the Head of Institution, at his/her discretion, may grant the eligibility to appear for the examination, subject to the remittance of “Condonation Fee”, fixed by the Government from time to time.
- c. Students who have secured less than 65% attendance are not eligible to apply for “Condonation”, and will not be allowed to appear for the examination under any circumstances.
- d. Students who have shortage of attendance, but not condoned, in any semester are not eligible to be promoted to the higher semesters. They may seek readmission in the same semester and repeat.

**3. Scheme of Evaluation**

- a. The scheme of evaluation shall consist of (1) Internal assessment (Sessional) and (2) End Semester examinations in Theory and Practical Subjects. The marks for End Semester Examinations, and Internal Assessment, both for the Theory and practical papers will be 100 and 50 respectively.

The Total marks (Internal and End Semester Examination) will be as follows.

For PGDCA/PDSE (3 Semesters Part time ) 750 marks /semester

#### **4. Award of Internal assessment marks.**

In respect of theory subjects the award of Sessional mark will be on a Continuous Evaluation method, based on tests, assignment and attendance in the proportion of 40% for test, 40% for test assignments and 20% for attendance. There will be a minimum of two tests and Two Assignments, and all the 2 Test papers and 2 Assignments are taken into account for the calculation of Final Internal Assessment Marks.

#### **5. End Examination**

In each theory subject, there will be an end examination in each Semester conducted by the Board of Technical Examination, Kerala State as per the pre-announced notification of examinations. The timetable for the examination will also be informed to the students ahead of their conduct.

#### **6. Minimum marks for a pass.**

A candidate must secure a minimum of 40% marks in the End Semester examination in each Theory, practical and 50% for total (Internal + Theory/Practical) for a pass in each subject.

#### **7. Rules for promotion to the Higher Semesters**

Candidates shall be allowed to go to the next higher Semester, if he/she attended the previous Semester and has fulfilled the conditions of attendance required and registered for the concerned semester examination.

#### **8. Classification of successful candidates**

a) Candidates shall be declared to have passed the PGDCA course only if he/she has secured a Pass in all the theory and practical subjects in all the Semester of study.

b) There will be 3 classification of passed candidates namely

1. First class with Distinction

2. First class

3. Second class

c) The total marks of all the Semesters shall be considered to classify the successful candidates. The marks obtained in all the semesters will be added and the percentage of marks is worked out.

**FIRST CLASS WITH DISTINCTION:** A candidate will be declared to have passed the PGDCA Course in First Class with Distinction if he/she secures not less than 75% of the aggregate marks in all Semester put together and passes all the above semester in the first appearance itself, within the stipulated period of normal study, i.e., Three Consecutive Semesters, without any break.

**FIRST CLASS:-** A candidate will be declared to have passed the PGDCA Course in First Class if he/she secures not less than 60% of the aggregate marks in all Semesters put together and passes all the above semesters, within Two consecutive chances including his regular appearance offered by the Board of Technical Exams.

**SECOND CLASS:-** All other successful candidates will be declared to have passed in the Second Class.

**9. Maximum duration of the PGDCA/PDSE**

Normal duration of the course is 3 consecutive Semesters over a period of 1½ years. However in the case of those who have not acquired PGDCA/PDSE within the stipulated minimum duration of 3 Semesters, he/she can acquire the PG Diploma/Post Diploma taking a maximum duration of another 2 years. However the maximum number of chances to appear for the final semester examination is limited to 3 including his/her regular chance.

**10.Cancellation of Candidature in the Examination**

If a candidate desires to cancel candidature for end semester Examination he/she should forward the duly filled in application form, recommended by the Head of Institution/Chief Superintendent of Exam centre so as to reach the office of the Controller of Technical Examinations within 10 days after the completion of the last theory examination of that particular semester examination. For those who have applied for the examination and absent without canceling their candidature it will be treated as an attempt/chance. Cancellation of candidature in the PGDCA/PDSE Examination is allowed only once for a particular semester Examination Candidates reported for malpractice will not be eligible for cancellation of examination.

Scheme of

**First Semester PGDCA/PDSE**

**PGDCA Revision 2004 (Part time) 3 Semesters**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer Hardware	100	40	50	25	150	65
102	Linux & C Programming	100	40	50	25	150	65
103	Software Engineering Concepts and System Development	100	40	50	25	150	65
104	Visual Programming languages-I (VB)	100	40	50	25	150	65
105	Software Lab-I (Linux & C)	100	50	100	50	200	100
106	Software Lab-II(VB)	100	50	100	50	200	100



**PDSE Revision 2004**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer Hardware	100	40	50	25	150	65
102	Linux & C Programming	100	40	50	25	150	65
103	Software Engineering Concepts and System Development	100	40	50	25	150	65
104	Visual Programming languages-I (VB)	100	40	50	25	150	65
105	Software Lab-I (Linux & C)	100	50	100	50	200	100
106	Software Lab-II(VB)	100	50	100	50	200	100

**(Fast Track)PGDCA Revision 2004 (Regular)Two Semesters**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer Hardware	100	40	50	25	150	65
102	Linux & C Programming	100	40	50	25	150	65
103	Information Technology	100	40	50	25	150	65
104	Relational Database Management Systems	100	40	50	25	150	65
105	Software Engineering concepts & System development	100	40	50	25	150	65
106	Visual Programming Languages-I (VB)	100	40	50	25	150	65
107	Software Lab-I (Linux & C)	100	50	100	50	200	100
108	Software Lab-II (VB)	100	50	100	50	200	100
109	Software Lab-III (Oracle)	100	50	100	50	200	100

**PGDCA Revision 2007(Part time) 3 Semesters**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer organization	100	40	50	25	150	60
102	Programming in C++	100	40	50	25	150	60
105	Software Lab-1(windows & Linux applications)	100	40	50	25	150	60
106	Software lab –II (Visual Basic)	100	40	50	25	150	60
107	Software Lab III (C++)	100	40	50	25	150	60

**PDSE Revision 2007**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer organization	100	40	50	25	150	60
102	Programming in C++	100	40	50	25	150	60
105	Software Lab-1(Windows & Linux applications)	100	40	50	25	150	60
106	Software lab –II (Visual Basic)	100	40	50	25	150	60
107	Software Lab III (C++)	100	40	50	25	150	60

**(Fast Track)PGDCA Revision 2007 (Regular) Two Semesters**

		External		Internal		Total	
		max	Min	max	min	max	min
101	Computer Organisation	100	40	50	25	150	60
102	Programming in C++	100	40	50	25	150	60
103	Database Management Systems	100	40	50	25	150	60
104	Software Engineering concepts	100	40	50	25	150	60
105	Software Lab-I(Windows and Linux applications)	100	40	50	25	150	60
106	Software Lab-II (Visual Basic)	100	40	50	25	150	60
107	Software Lab-III(C++)	100	40	50	25	150	60
108	Software Lab-IV(Oracle)	100	40	50	25	150	60

**SECOND SEMESTER****PGDCA Revision 2004( Part Time)**

		External		Internal		Total	
		max	Min	max	min	max	min
201	Relational Database Management System	100	40	50	25	150	65
202	Information Technology	100	40	50	25	150	65
203	Object oriented analysis and design using C++	100	40	50	25	150	65
204	Visual Programming languages-II (VC++)	100	40	50	25	150	65
205	Software Lab-III (Oracle 9i)	100	50	100	50	200	100
206	Software Lab-IV(C++ & VC++)	100	50	100	50	200	100

**PDSE Revision 2004**

		External		Internal		Total	
		max	Min	max	min	max	min
201	Relational Database Management System	100	40	50	25	150	65
202	Information Technology	100	40	50	25	150	65
203	Object oriented analysis and design using C++	100	40	50	25	150	65
204	Visual Programming languages-II (VC++)	100	40	50	25	150	65
205	Software Lab-III (Oracle 9i)	100	50	100	50	200	100
206	Software Lab-IV(C++ & VC++)	100	50	100	50	200	100

**PGDCA Revision 2004 Regular (Fast Track)**

		External		Internal		Total	
		max	Min	max	min	max	min
201	Java and Internet Computing	100	40	50	25	150	65
202	Data Communication and Computer Networks	100	40	50	25	150	65
203	Object oriented Analysis and Design using C++	100	40	50	25	150	65
204	Visual Programming Languages-II (VC++)	100	40	50	25	150	65
205	Introduction to Visual studio.Net (Vb.net,VC.net,C#.net, ASP.Net)	100	40	50	25	150	65
206	Software Lab IV (C++ & VC++)	100	50	100	50	200	100
207	Software Lab V Java	100	50	100	50	200	100
208	Software Lab-VI(Visual Studio.net)	100	50	100	50	200	100
209	Project and Seminar	100	50	200	100	300	150

**PGDCA Revision 2007 (Part time)**

		External		Internal		Total	
		max	Min	max	min	max	min
201	SOFTWARE ENGINEERING CONCEPTS	100	40	50	25	150	65
202	DATA BASE MANAGEMENT SYSTEMS	100	40	50	25	150	65
203	DATA COMMUNICATION AND COMPUTER NETWORKS	100	40	50	25	150	65
207	SOFTWARE LAB-IV(VISUAL C++)	100	40	50	25	150	65
208	SOFTWARE LAB V(ORACLE)	100	40	50	25	150	65

**PDSE Revision 2007**

		External		Internal		Total	
		max	Min	max	min	max	min
201	SOFTWARE ENGINEERING CONCEPTS	100	40	50	25	150	65
202	DATA BASE MANAGEMENT SYSTEMS	100	40	50	25	150	65
204	COMPUTER NETWORKS	100	40	50	25	150	65
207	SOFTWARE LAB-IV (VISUAL C++)	100	40	50	25	150	65
208	SOFTWARE LAB V (ORACLE)	100	40	50	25	150	65

**PGDCA Revision 2007 Regular (Fast Track)**

		External		Internal		Total	
		max	Min	max	min	max	min
203	DATA COMMUNICATION AND COMPUTER NETWORKS	100	40	50	25	150	65
205	JAVA AND INTERNET COMPUTING	100	40	50	25	150	65
206	VISUAL STUDIO.NET PROGRAMMING	100	40	50	25	150	65
207	SOFTWARE LAB-IV (VISUAL C++)	100	40	50	25	150	65
209	SOFTWARE LAB VI(JAVA AND WEB DESIGNING)	100	40	50	25	150	65
210	SOFTWARE LAB-VII (VISUAL SUDIO.NET & SQL SERVER)	100	40	50	25	150	65
211	PROJECT & SEMINAR	100	40	50	25	150	65

**THIRD SEMESTER****PGDCA Revision 2004 (Part Time)**

		External		Internal		Total	
		max	Min	max	min	max	min
301	JAVA AND INTERNET COMPUTING	100	40	50	25	150	65
302	DATA COMMUNICATION AND COMPUTER NETWORKS	100	40	50	25	150	65
303	INTRODUCTION TO VISUAL STUDIO.NET (VB.NET, VC.NET, C#.NET AND ASP.NET)	100	40	50	25	150	65
304	SOFTWARE LAB-V (JAVA)	100	50	100	50	200	100
305	SOFTWARE LAB VI (VISUAL STUDIO.NET)	100	50	100	50	200	100
306	PROJECT AND SEMINAR	100	50	200	100	300	150

**PDSE Revision 2004**

		External		Internal		Total	
		max	Min	max	min	max	min
301	JAVA AND INTERNET COMPUTING	100	40	50	25	150	65
302	DATA COMMUNICATION AND COMPUTER NETWORKS	100	40	50	25	150	65
303	INTRODUCTION TO VISUAL STUDIO.NET (VB.NET, VC.NET, C#.NET AND ASP.NET)	100	40	50	25	150	65
304	SOFTWARE LAB-V (JAVA)	100	50	100	50	200	100
305	SOFTWARE LAB VI (VISUAL STUDIO.NET)	100	50	100	50	200	100
306	PROJECT AND SEMINAR	100	50	200	100	300	150

**PGDCA Revision 2007 (Part time)**

		External		Internal		Total	
		max	Min	max	min	max	min
301	JAVA AND INTERNET COMPUTING	100	40	50	25	150	65
302	VISUAL STUDIO NET PROGRAMMING	100	40	50	25	150	65
303	SOFTWARE LAB-V1 (JAVA AND WEB DESIGNING)	100	40	50	25	150	65
304	SOFTWARE LAB-VII(VISUAL STUDIO.NET & SQL SERVER)	100	40	50	25	150	65
305	PROJECT & SEMINAR	100	40	50	25	150	65

**PDSE Revision 2007**

		External		Internal		Total	
		max	Min	max	min	max	min
301	JAVA AND INTERNET COMPUTING	100	40	50	25	150	65
302	VISUAL STUDIO NET PROGRAMMING	100	40	50	25	150	65
303	SOFTWARE LAB-V1 (JAVA AND WEB DESIGNING)	100	40	50	25	150	65
304	SOFTWARE LAB-VII(VISUAL STUDIO.NET & SQL SERVER)	100	40	50	25	150	65
305	PROJECT & SEMINAR	100	40	50	25	150	65

**CONSOLIDATED PROPOSAL SUBMITTED TO GOVT.FOR APPROVAL**  
**ON**  
**RULES AND REGULATIONS OF THE PGDCA COURSES**  
**(SEMESTER SYSTEM)**  
**(2007 SCHEME)**

1. **Duration of the course**  
The duration of the PGDCA/PDSE (Part time) courses will be of three semesters over a period of one and a half years and PGDCA (Regular) courses will be of Two semesters over a period of one year.
2. **Medium of Instruction**  
The medium of instruction in all the theory and practical subjects shall be in English.
3. **Minimum Qualification**  
For PGDCA (Part time): A degree recognized by any one of the Universities of Kerala with a minimum of 45 percentage marks  
For PGDCA (Fast Track): A degree recognized by any one of the Universities of Kerala with a minimum of 60 percentage marks  
For PDSE: A Diploma with a minimum of 50% marks aggregate, issued after studying a 3 years course recognized by the Board of Technical Education, Kerala.
4. **Instructional duration in an academic year**
  - a. Each Semester consisting of a minimum of 20 weeks of instruction, including intervening holidays, but excluding the period of examinations and study holidays.
  - b. The course will follow Semester pattern, with an End semester examinations, conducted by the Board of Technical Examinations, Kerala state.
  - c. Classes will be held on all weekdays 2.5 hours per day and thereby 12.5 hours per week for part time candidates and a minimum of 18 hours per week for fast track candidates.
5. **Minimum attendance required for obtaining eligibility to appear for the examination.**
  - a. A candidate must secure a minimum of 80% attendance in Semester, in order to secure the eligibility to appear for Each Semester Examinations.
  - b. In the case of those students with 65% or more attendance but could not attain 80% attendance due to Medical reasons, the head of Institution, at his/ her discretion, may grant the eligibility to appear for the examination, subject to the remittance of "Condonation fee", fixed by the Government from time to time.
  - c. Students who have secured less than 65% attendance are not eligible to apply for "Condonation", and will not be allowed to appear for the examination under any circumstances.

- d. Students who have shortage of attendance, but not condoned, in any semesters are not eligible to be promoted to the higher semesters. They may seek re-admission.

**6. Scheme of Evaluation**

- a). The scheme of evolution shall consist of (1) Internal assessment (Sessional) and (2) End Semester examinations in Theory and Practical Subjects. The marks for End Semester Examinations, and Internal Assessment, both for the Theory and Practical papers will be 100 and 50 respectively. Details of break up of marks are given in the Scheme of Study.

- b. The Total marks (Internal and End Semester Examination) will be as follows.

<b>For PGDCA&amp; PDSE (3 Semester Part Time)</b>	750
Marks/Semester	
<b>For PGDCA 1 Year Fast Track ( 2-Semesters)</b>	Semester I- 1200
Marks	
	Semester II- 1050
Marks	

**7. Award of Internal assessment marks.**

- a) In respect of theory subjects the award of Sessional mark will be on a Continuous Evaluation method, based on tests, assignments and attendance in the proportion of 40% for tests, 40% for test assignments and 20% for attendance. There will be a minimum of two tests and Two Assignments, and all the 2 Test papers and 2 Assignments are taken in to account for the calculation of Final Internal Assessment Marks.

- b). Split up of Internal Assessment Marks.

**A. Attendance:**

Sl.No	Percentage of Attendance	Marks to be awarded (Computed for 10 Marks)
1	Below 65	Zero
2	65 to 79	4
3	80 to 84	5
4	85 to 89	6
5	90 to 94	8
6	95 and above	10

B. Practical:

SI No	Criteria Component	Marks to be awarded
1	Observation/ Rough Record	20%
2	Fair Record (Timely Submission, Accuracy and Neatness)	20%
3	Lab Attendance	20%
4	Computer lab tests	40%

Percentage of Attendance for that particular subject only is counted here.

C. Seminar

Sl..No	Criteria Component	Marks to be awarded
1	Relevance of Topic	10%
2	Collection of materials	20%
3	Presentation (Presentation using Audio visual Projectors and Delivery)	40%
4	Question-Answer/ Discussion	20%
5	Seminar Report	10%

D. Project Work

SI.No	Criteria Component	Marks to be awarded
1	Relevance of Project Work & Selection of languages and programming tools	10%
2	Knowledge in the language and the project topic	10%
3	Preparation of SRS,UML Diagrams/ data flow diagrams etc	20%
4	Proficiency in Design, coding and testing the project work	30%
5	Role of the candidate in the project Team	20%
6	Project Report	10%

- c). The faculty concerned will maintain a record of all details regarding Attendance and Internal Assessment marks awarded in the prescribed log book. The students can represent their grievances, if any, in respect of marks awarded, to the concerned Head of institution for clarification.

- d) The students are required to keep a record of all their laboratory exercise performed by them in the form of a laboratory record. This record has to be authenticated by the teacher in charge of the laboratory before he is allowed to take the practical examinations. No students will be permitted to take any practical examinations without bona fide Record.

## **8. END EXAMINATION**

- a) In each theory subject, there will be an end examination in each Semester conducted by the Board of Technical examination, Kerala State as per the pre-announced notification of examinations. The time table for the examination will also be informed to the students ahead of their conduct.
- b) The question paper for each Theory paper will consist of two parts.

Part A- for a maximum of 20 marks containing 10 short answer types questions of 2 (Two) marks each (answer in one or two sentence) covering the whole subjects area. There will be no choice in part A.

Part B- Consists of 10 structured essay type questions of 16 marks each with two questions from each of five units in a subject. Students will have to attempt one question from each unit to score the prescribed maximum of 80 marks.

The part A and art B will be given together in one question paper.

- c) For practical end examinations, the Board of Technical Examinations, Kerala State will appoint examiners who will set a question paper consisting of Practical exercises.

Each candidate will have to answer TWO questions.  
The first question should be from modules I to III  
The second question should be form modules IV and V

## **09. Minimum marks for a pass**

- a) A candidate must secure a minimum of 40% marks in the End Semester examination in Theory, Practical and 50% for total (Internal+ Theory/ Practical) for a pass in each subject.

## **10. Rules for promotion to the Higher Semesters**

Candidates shall be allowed to go to the next higher Semester, if he/she attended the previous Semester and has fulfilled the conditions of attendance required and registered for the concerned semester examination.

## **11. Classification of successful candidates**

- a) Candidates shall be declared to have passed the PGDCA course only if he/ she has secured a Pass in all the theory and practical subjects in all the Semesters of Study.
- b) There will be 3 classifications of passed candidates namely..



First class with Distinction

First Class and

Second Class

c) The total marks of all the semesters shall be considered to classify the successful candidates. The marks obtained in all the semesters will be added the percentage of marks is worked out.

**FIRST CLASS WITH DISTINCTION:**

A candidate will be declared to have passed the PGDCA Course in First Class with Distinction if he/ she secures not less than 75% of the aggregate marks in all Semesters put together and passes all the above semesters in the first appearance itself, within the stipulated period of normal study, ie, Three Consecutive Semesters in respect of PGDCA/PDSE and two semesters in respect of PGDCA fast track without any break.

**FIRST CLASS**

A candidate will be declared to have passed the PGDCA Course in First Class if he/she secures not less that 60% of the aggregate marks in all Semesters put together and passes all the above semesters, within two consecutive chances including his regular appearance offered by the board.

**SECOND CLASS**

All other successful candidates will be declared to have passed in the Second class

**12. Maximum duration of the PGDCA**

Normal duration of the course is 3/2 consecutive Semesters, over a period of one and a half years/ One Year as stated in para 01. However in the case of those who have not acquired PGDCA within the stipulated minimum duration of 3/2 Semesters he/she acquire the PG Diploma taking a maximum duration of another 2 Years However the maximum number of chances to appear for the End Semester examination is limited to 3 including his/her regular chances.

**13. Cancellation of candidature in the Examination**

If a candidate desires to cancel his candidature for end semester Examination he/she should forward the duly filled in application form, recommended by the Head of institution along with the required fee so as to reach the office of the Controller of technical examinations within 10 days after the completion of the last theory examination of that particular semester examination. For those who have applied for the examination and absent without canceling their candidature, it will be treated as an attempt / chance. Cancellation of candidature in the PGDCA Examination is allowed only once for a particular Semester examination Candidates reported for malpractice will not be eligible for cancellation of examination.