1. **Title of the Best Practice**

   Integrated Software for Examination

2. **The Context**

   St. Josephs College of Commerce aims at an efficient and transparent examination system for it students. A system that is conducive, fair and reliable for all. The current practice for examination and evaluation followed across all colleges is a tedious process and often gets ridiculed for time-consuming and complicated. To mitigate this hurdle, the college introduced the Integrated Software Solution for Examination Processing System which can not only help in reducing the time gap of result declarations but also incorporate any changes arising from revaluation process after the declaration of examination result. In addition, it also assists in improving the efficiency, reliability and transparency in the conduct of the examinations.

3. **Objectives of the Practice**

   The objectives of the Practice are to conduct all examinations as per the pre-published dates in the calendar of examinations.

   - To curb malpractices, unfair means in the examinations and rise confidentiality of the examination.
   - To increase the reliability and transparency in the examination system.
   - To evaluate the answer scripts through a Central Assessment Program in the least minimum time as possible.
   - To declare the result within the prescribed and shortest span of time.
   - To create confidence and trust amongst the students about the assessment system.

4. **The Practice**

   St. Joseph's College of Commerce aims at providing a robust environment to its students as well as the faculty members in terms of its teaching, learning and evaluation process. The entire pre-examination process is ERP based involving all process from the online examination fees submission. The issue of consolidated marks card is also through the same system. At the time admission, examination forms are scrutinized class wise, checked for subjects, subject groups, name, code number etc. and then further processed. Hence a checklist is provided

where all the information pertaining to students are stored for further communication. This information is used when the students Examination Hall Tickets are generated by the examination department including each student's photograph. In case any discrepancies, the examination coordinator intervenes for rectification.

5. Challenging issues

No challenging issues have been faced by the Examination Department or the Institution except in cases of students changing their contact number after the admission processes are completed.

6. Evidence of Success

The efforts taken towards the implementation of such new steps have improved the efficiency, reliability; transparency and accuracy in the examination system of the college as the seamless systematic generation of examination documentation including the results declaration, have given the Institution an advantage as there is uniformity in the assessment. Not to ignore, the number of cases of malpractices has been reduced to a greater extent along with reduced numbers of the errors.

7. Resources Required

Mainframe Server, Computer systems, efficient backup systems, and examination software with requisite data space, and efficient computer personals are available.

8. Contact Details

The Principal

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