



Letter No. 771 /dt 10.04.2023
SCTE(D)-75/2019

To

The Principals
All Govt Polytechnics

Sub:- Steps for Evaluation of Answer Books of Winter-2022 Examination.

Sir,

I am to say that online evaluation has already been started since 05.04.2023 from 07.30 AM -09.30 PM. The faculty both regular and guest faculties who are registered for evaluation have been enabled for evaluation work. User ID & Passwords have been provided to their email id individually. If any regular or guest faculty is not enabled till date the same may be intimated to SCTE&VT by email to cont.sctevtodisha2016@gmail.com positively by 11.04.2023. It is to be ensured that not a single faculty including Vice-Principal, Training Supdt, Workshop Supdt is left without participating in the evaluation work.

2. Further, each faculty must evaluate minimum 300 number of Answer Books of each Semester covering all subjects of his/her Branch/discipline.
3. The Principals should monitor the progress of evaluation of Answer Books every day through their login ID for timely completion of evaluation & publication of result thereof.
4. Principal being the Center Supervisor, must ensure that misuse of login ID, Password, OTP of any faculty is strictly prevented and prohibited.
5. In case of such misuse if the faculty is a Guest faculty she/he may not be engaged in the next academic session and if she/he is a regular faculty, his/her case may be reported to D.D (Admin) for needful action. In both the cases the remuneration shall be cancelled.
6. Any problem and difficulties may be reported to CoE/Dy CoE immediately for redressal of issues.
7. For technical issues Help Desk Number 7396669207, 7396662847, 7995344495 may be contacted during 9.30 AM to 5.30 PM.



8. This must be scrupulously followed without any deviation. The matter shall be reviewed on periodic basis.


Vice Chairman

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Copy to D.D(Admin), DTE&T Odisha for favour information and necessary action.


Vice Chairman