



**DELHI TECHNOLOGICAL UNIVERSITY**  
(Formerly Delhi College of Engineering)  
Shahbad Daultapur, Main Bawana Road, Delhi-110042

**EXAMINATION BRANCH**

No.- DTU/Examination/019/2021-2022/4466

Dated: 29.10.2021

**NOTICE**

**Subject: Updating & Recording the Marks and Submission of Grades for Continuous Assessment of Odd Semester of Academic Year 2021-2022**

1. The Schedule of the Last Date of Teaching, Online Submission of Marks by Faculty and Submission of Grades by Course Coordinator(s) of Odd Semester of all UG and PG programmes shall be as follows:

S.No.	Program(s)	Semester(s)	Teaching Ends on	Date of Online Submission of Marks by Faculty	Date of Submission of Grades by Course Coordinator(s)
1	B.Tech, B.Tech(Evening/ Cont . Edu.)	III, V, VII	22.11.2021	25.11.2021	26.11.2021
2	B.Design	I, III, V, VII			
3	B.A.(Eco.), BBA	III, V			
4	MBA(DSM/USME/BA/FBE/Executive)	III			
5	M.Sc.. M.Tech (excluding Data Science)	I, III			
6	Ph.D.	Course Work			
7	MBA (Executive)	I	12.12.2021	17.12.2021	18.12.2021
8	MBA (BA)	I	20.12.2021	24.12.2021	28.12.2021
9	MBA (DSM/USME/FBE)	I	24.12.2021	28.12.2021	30.12.2021

*\*The Schedule for Program(s)/Semester(s) not mentioned in the above table shall be as per Academic Calendar approved by Academic Council in due course.*

2. The Faculty Members shall **enter the marks** of all components of Continuous Evaluation in the ERP Faculty Portal ( [https://cumsdtu.in/staff\\_dtu](https://cumsdtu.in/staff_dtu)) as per the schedule at Para 1.

2.1. ETE for Theory Courses with/without Practical Component and PRS for Courses having only Practical Component shall be calculated based on the Marks of Class/Practical Tests 1,2&3, and Minor Class Tests 1&2 as below:

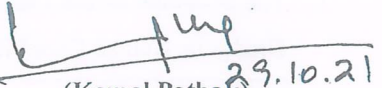
- 2.1.1. Download the excel template applicable to course(s) taught by the faculty member from the link given below:

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>

- 2.1.2. Download the list of students from the ERP faculty portal [https://cumsdtu.in/staff\\_dtu](https://cumsdtu.in/staff_dtu)

- 2.1.3. Copy and paste the list of students into 'Excel template' downloaded (as per Para 2.1.1) and update the marks in the downloaded excel sheet.

- 2.1.4. The excel template contains the formula for automatically calculating the total ETE, PRE and PRS Components. The calculated values shall be entered into ERP Faculty portal.
- 2.2. CWS marks shall be based on the Assignments, Quizzes, Open Book Tests, etc.
- 2.3. MTE marks shall be based on the Innovative Work (Small Project, Startup Idea, Collaborative Projects, etc.), Poster Presentation, Review Report, Annotated Bibliography, etc.
- 2.4. All other components shall be calculated as per past practice.
3. Course Coordinator(s) shall ensure marks submission of all components and submit the grades to [exam-results@dtu.ac.in](mailto:exam-results@dtu.ac.in) with the approval of their respective HOD as per the schedule at Para 1.

  
(Kamal Pathak) 29.10.21.

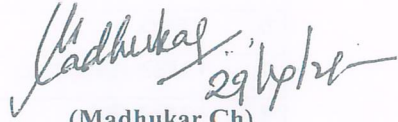
Controller of Examination

No.- DTU/Examination/019/2021-2022/9960

Dated: 29.10.2021

Copy to:-

1. PA to VC for kind information to the Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU.
3. Dean (Academic-UG/PG)
4. All HODs with a request to inform faculties/course coordinator(s) concern.
5. Deputy Registrar (Exam)
- ✓ 6. Head (CC) with a request to upload the information on University Website.
7. Sh. Prashant Saxena, M/s Libsys with a request to ensure the faculty portal functioning.
8. Guard File.

  
(Madhukar Ch) 29/10/21

EDP Manager & OIC(Result)