



West Bengal Board of Primary Education

"Acharya Prafulla Chandra Bhavan", DK 7/1, Sector II, Bidhannagar, Kolkata 700091



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No. 184/BPE/D.El.Ed./2022

Date: 29/07/2022

NOTIFICATION

GENERAL PROCEDURES FOR CONDUCTING EXTERNAL EVALUATION IN PRE-INTERNSHIP PROCESS BASED TEACHING LEARNING SKILL ENHANCEMENT PROGRAMME (PRACTICUM-1/ P1) OF THE SESSION-2020-2022

In continuation of our earlier notification under no. 171/BPE/D.El.Ed./2022 dated: 20/07/2022, this is to inform all concerned that External Evaluation **Pre-Internship Process Based Teaching Learning Skill Enhancement Programme (PRACTICUM-1/ P1)** will be held as scheduled under notification, between **02/08/2022 and 18/08/2022** in the PTT/D.El.Ed. Institutions, including DIETs as per the following guidelines:

1. Immediately on having the date/dates of evaluation from the external evaluator/s, the concerned Principal will notify for information of the students, mentioning
 - (i) the time of assembly
 - (ii) things and props to carry for such examination as per our guidelines
2. The appointed examiners/evaluators will be given (i) Appointment letter (ii) Guidelines (iii) Remuneration bill in the link to be intimated via SMS in the registered mobile number of the examiner. **The same SMS will also contain the link with user Id and password. For entry through the link user-id and password which are strictly confidential and non-sharable, will have to be used.**
3. The external evaluators to be appointed by the Board, will get print-outs of all the above stated materials from the Heads of the respective venue Institutes each day or as required.
4. 25 (Twenty Five) examinees/students are to be examined by an evaluator per day and the scores of such number of examinees will be recorded in the prescribed Proforma-Score sheet only as per the given guidelines in maintenance of strict confidentiality.
5. Attendance of 25 examinees per sheet & per day is to be recorded in the ascending order of their registration numbers.
6. The Heads of the Venue- D.El.Ed Institutions will get (i) copy of the Appointment letter of the Examiner (ii) Guidelines in connection with the said External Evaluation from their institution login. **And the institute wise Mark Roll and Attendance Sheet will be available in the respective institute log-in on and from 04th August, 2022.** **They are requested to download and print as required and hand over such papers to the external evaluator/s for smooth conduct of the evaluation programme.**
7. Any other measure for smooth conduct of the evaluation may be taken up by the Head of the Venue D.El.Ed Institution under intimation to the Board, if such measure is not contrary to the rules/guidelines/notifications, issued to this effect.

R. C. Bagchi

(Dr. R. C. Bagchi)

Secretary

HELPLINE NOs.: - 9883480660 / 8902081201

No. 184/1(726)/BPE/D.El.Ed./2022

Date: 29/07/2022

Copy forwarded for information to:-

1. The Principal Secretary, Department of School Education, Govt. of West Bengal, Bikash Bhavan, 6th Floor, Salt Lake, Kolkata -700 091.
2. The Commissioner of School Education, West Bengal, Bikash Bhavan, 7th floor, Salt Lake, Kolkata -700 091.
3. The Director, SCERT, WB, 25/3, Ballyganj Circular Road, Kolkata- 700 019
4. The Chairperson, District Primary School Council, All Districts.
5. The District Inspector of Schools (PE), All Districts.
6. The District Inspector of Schools (SE), All Districts.
7. The H.O.D./Principal/Lecturer-In-Charge / Teacher-In-Charge / Officer-in-Charge-----
-----DIET/Govt./Govt.Spon./Govt.Aided/ Self-financed Non-Government Institutions.

R. C. Bagchi

Secretary