



CENTRAL BOARD OF SECONDARY EDUCATION

(An autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi – 110092



No.CBSE/CE/VEA/X/2011

Date : 3rd November, 2011

Circular No.77 /2011

All the Heads of Schools
affiliated to the CBSE

Subject: Verification of Evidence of Assessments (EAs) of Class IX and Class X students for Academic Session 2011-2012

Dear Principal,

As you are aware, the Board issued uniform CCE certificates to all the students appeared in class X in March 2011 Examination irrespective of the fact whether they were assessed by the Board or by the School in Summative Assessment-II (SA-II).

To ensure the reliability, validity and fairness of assessment, **the Board also collected marks/grades assigned at school level through specially designed software.**

Besides the collection of marks/grades, the Board also collected **'Evidence of Assessments (EAs)'** conducted at school level under Formative and Summative assessments.

These **'Evidence of Assessments (EAs)'** and the marks awarded were verified by the subject experts appointed and empanelled by the Board at the Regional level. The objective was to assess the 'Practices of School Based Assessment'. The experts submitted their report on these 'Evidence of Assessments (EAs)' vis-a-vis award of marks. Their report helped in verifying the school based assessments as well as provided a very good feedback to the Board about implementation of CCE scheme at grassroots level. Results of this verification exercises were very encouraging.

Since last year this exercise was carried out only at Class X level that too after completion of all the FAs and SAs, the inference of the exercise was limited. This year, to have more objective and thorough verification, the Board has decided to carry out the exercise of verification of **'Evidence of Assessments (EAs)'** both for Class IX and Class X and that too after each Summative Assessment. In this exercise the whole hearted participation of all the affiliated schools of the Board is solicited to establish and display the strength of the Continuous and Comprehensive Evaluation (CCE).

Like last year , this year also the schools will be shortlisted by the concerned Regional Offices and such short listed schools will be requested to send the **'Evidence of Assessments (EAs)'** for FA-1, FA-2 and SA-1, in the month of November and FA-3 , FA-4 and SA-2 in the moth of April. This material (FA tasks and SA answer sheets) will be collected in five subjects: Hindi, English, Mathematics, Science and Social

Science. Please ensure that these '**Evidence of Assessments (EAs)**' sent to the Board comprise of the performance of five students per class (IX and X) taken from each of the three categories i.e. top, middle and bottom levels of achievements. Thus, your school if selected, should be submitting fifteen Evidence of Assessments (EAs) (FA tasks and SA answer sheets) for every assessment per class i.e. 15 for FA and 15 for SA. This is applicable only to one subject which will be communicated to you by the Regional Office. (Refer to Annexure I for selection of samples)

FORMATIVE ASSESSMENT

The school is required to send details about all the fifteen FA tasks in the subject as directed by Regional Office which should include the break-up of marks as well as the parameters for assessment. If the nature of the Evidence of Assessments (EAs) is such that it cannot be posted or transported such as oral testing, seminars, group discussion, model, chart etc. a brief write-up as already prepared by the teacher on the assignment may please be sent along with marks awarded. This should include the details of the task assigned to students individually or in groups as well as the strategies adopted and the parameters used for assessment. The schools should send only those tasks that have been taken into account for arriving at the grades for FAs. (Please refer to para 5 and 8 of Annexure II)

SUMMATIVE ASSESSMENT

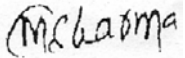
Question Paper used and its marking scheme in the subject should also be attached with SA answer sheet irrespective of whether you have used the question paper sent by the Board or your own question paper.

The Board would initiate similar exercise for the co-scholastic areas/activities shortly. You are requested to keep the '**Evidence of Assessments (EAs)**' for the Co-scholastic areas/activities also in safe custody.

After you are informed by the Regional Office, please ensure that all the '**Evidence of Assessments (EAs)**' in the subject indicated by the Regional Office are sent through speed post or hand delivered (at school's cost) to the concerned Regional Office latest by **30th Nov 2011 for 1st Term and 20th April 2012 for 2nd Term** along with the checklist for collection of evidence (Annexure II).

With regards,

Yours sincerely,

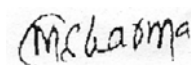

(M C SHARMA)

CONTROLLER OF EXAMINATIONS

Encl: *Annexure I* – Selection of Samples
Annexure II – Checklist for Collection of Student Data – SBA- Scholastic

Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110 016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737 101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar- 791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair-744 101.
8. Director of Education, SIE, CBSE Cell, VIP Road, Junglee Ghat, PO 744103, A&N Island.
9. The Secretary, Central Tibetan School Administration, ESS ESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110 085.
10. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the independent schools affiliated with the Board in their respective regions.
11. The Education Officers/AEOs of the Academic Branch, CBSE.
12. The Joint Secretary (IT) with the request to put this circular on the CBSE website.
13. The Library and Information Officer, CBSE
14. EO to Chairman, CBSE
15. SO to Cont. of Exams., CBSE
16. PA to Secretary, CBSE
17. PA to Director (ACAD.)
18. PA to HOD (AIEEE)
19. PA to HOD (EDUSAT)
20. PRO, CBSE



CONTROLLER OF EXAMINATIONS

Subject: Verification of Evidence of Assessments (EAs) of Class IX and Class X students for Academic Session 2011-2012

SELECTION OF THE SAMPLES

Summative Assessment:

- i. Arrange all the students of class IX and Class X(all sections) in increasing order of marks calculated for SAs.
- ii. Divide the total number of students in three groups as follows:
 - a. Top one-third students,
 - b. Middle one-third students, and
 - c. Bottom one-third students.

For example: If there are 100 students in Class IX or Class X in a School, the three groups may consist of 33, 33 and 34 students after they have been arranged in increasing order of marks.

- iii. Pick up the top five students from the first group, the last five students from the third group and any five students from the middle group.
- iv. This set of fifteen students is your sample for whom '**Evidence of Assessments (EAs)**' are to be sent.

Formative Assessment:

- i. Arrange all the students of class IX and Class X (all sections) in increasing order of marks calculated for FAs of a term taken together.
- ii. Divide the total number of students in three groups as follows:
 - a. Top one-third students,
 - b. Middle one-third students, and
 - c. Bottom one-third students.

For example: If there are 100 students in Class IX or Class X in a School, the three groups may consist of 33, 33 and 34 students after they have been arranged in increasing order of marks.

- iii. Pick up the top five students from the first group, the last five students from the third group and any five students from the middle group.
- iv. This set of fifteen students is your sample for whom '**Evidence of Assessments (EAs)**' are to be sent.

Note : Samples of 15 students selected for Summative Assessment and 15 students selected for Formative Assessments may differ depending on the performance of students.

No.CBSE/CE/VEA/X/2011

3rd November 2011

Circular No. 77 /2011

Subject: Verification of Evidence of Assessments (EAs) of Class X students for Academic Session 2011-2012

**CHECKLIST FOR COLLECTION OF STUDENT DATA – SBA – SCHOLASTIC
CLASS IX / CLASS X : 2011-12**

- 1. Name of the School (with Complete Address):**
- providing samples to the Regional Office**
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- i) School Number
- ii) Name of the Principal
- iii) Phone No. (School)
- iv) Mobile No.
- v) Email
- vi) Website, if any

2. Subject/s of which Evidences of Assessments are being sent {Please tick (v)}

- | | |
|-------------------|--------------------------|
| i) English | <input type="checkbox"/> |
| ii) Hindi | <input type="checkbox"/> |
| iii) Mathematics | <input type="checkbox"/> |
| iv) Science | <input type="checkbox"/> |
| v) Social Science | <input type="checkbox"/> |

3. Number of students in Class IX and Class X

4. Number of Sections in Class IX and Class X

5. Number of tasks in FAs:

	FA-.....	FA-.....
i) English	<input type="checkbox"/>	<input type="checkbox"/>
ii) Hindi	<input type="checkbox"/>	<input type="checkbox"/>
iii) Mathematics	<input type="checkbox"/>	<input type="checkbox"/>
iv) Science	<input type="checkbox"/>	<input type="checkbox"/>
v) Social Science	<input type="checkbox"/>	<input type="checkbox"/>

6. Criterion used in awarding final grades under FA-..... and FA-.....:

- FA-.....** i) All the tasks ii) Best of All iii) Best of Two
- iv) Any other criterion:
- FA-.....** i) All the tasks ii) Best of All iii) Best of Two
- iv) Any other criterion:

7. Type of tasks in FAs (FA-1 to FA-4) (Quiz, Book Review, Visit, Field Trip, Survey Project, Models Group, Discussion, Debate, Declamation, Dramatization, Role play, Presentation, Seminar, Practicals, Maths Lab Activities, Map work, etc)

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8. Formative Assessment Samples

Samples provided in case of three categories with names

	Names of students & Roll No. /Regn. No. assigned by the Board	Total* Marks obtained in		Total* Maximum marks in		Types of Samples enclosed**
		FA-.....	FA-.....	FA-.....	FA-.....	
Top level of Achievement (Top 05 students)	1.					
	2.					
	3.					
	4.					
	5.					
Middle level of Achievement (Mid 05 students)	1.					
	2.					
	3.					
	4.					
	5.					
Bottom level of Achievement (Bottom 05 students)	1.					
	2.					
	3.					
	4.					
	5.					

* This pertains to the Assessments of FAs which have been finally taken into account for arriving at the grades. Samples of all assessments used for arriving at grades under FAs should be sent. Please refer to para 5 pre page.

** There should be a variety of tasks / assessments and if samples are not possible, reports be attached.

9. Question Papers for Summative Assessment (SA)

- (i) Question Paper sent by CBSE
- (ii) Question Paper Mixed and matched from papers sent by CBSE
- (iii) Question Papers framed by the school

(Tick the correct option and attach relevant SA-1or SA-2 (as the case may be) Question Paper & Marking Scheme. Even if you opt for (i) and (ii), attach the Question Paper and Marking Scheme)

10. Summative Assessment Samples

Samples provided in case of three categories with names

	Names of students & Roll No./Regn. No. assigned by the Board	Marks obtained in Summative Assessment	Answer Script, supplementary answer scripts, drawing sheet, graph paper etc. enclosed
Top level of Achievement (Top 05 students)	1.		
	2.		
	3.		
	4.		
	5.		
Middle level of Achievement (Mid 05 students)	1.		
	2.		
	3.		
	4.		
	5.		
Bottom level of Achievement (Bottom 05 students)	1.		
	2.		
	3.		
	4.		
	5.		

11. Evidence of Assessment in Co-Scholastic (No evidence to be sent, only give write up)

- a) Report of Activities done (in one page to be attached)
- b) Indicators of Assessment used (in one page to be attached)

I certify that the information given is correct and has been personally verified.

Date:

SIGNATURE OF HEAD OF SCHOOL.....

NAME.....

SEAL OF HEAD OF SCHOOL.....

COMPLETE ADDRESS.....

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Attachments with the checklist (Please ✓):

1.	Samples of evidences of assessments for 15 students for FAs together	
2.	Samples of evidences of assessments for 15 students for SA (Answer Scripts, Supplementary Answer Scripts, Drawing Sheets, Graph Paper etc.)	
3.	Samples of Question Paper used for SA-.....	
4.	Samples of Marking Scheme used for SA-.....	
5.	Write-up on evidences of Formative Assessments that cannot be sent (if applicable)	
6.	Write-up on activities done under Co-scholastic areas	
7.	Write-up on activities indicators of assessment used for Co-scholastic areas.	