

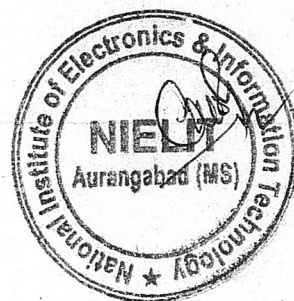
ORDINANCES AND REGULATIONS

For

Diploma in Electronics Production and Maintenance (DEPM.) Programme

(Applicable to 2021 Admission Onwards)

(Approved by Sub Academic Advisory Committee 18th January 2021)



**NATIONAL INSTITUTE OF ELECONICS AND INFORMATION
TECHNOLOGY AURANGABAD**

**Dr Babasaheb Ambedkar Marthwada University Campus (P.O), Aurangabad,
Maharshrtta-431004, India**

EXAMINATION REGULATIONS.

PROLOGUE

Eligibility for admission, admission policy and procedure shall be decided from time to time by the Executive Committee/Academic Advisory Committee of National Institute of Electronics and Information Technology Aurangabad (Institute).

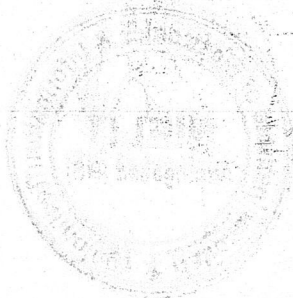
NIELIT Aurangabad offers regular fulltime DEPM. Programme. The duration of the DEPM programme shall be 3 years (6 semesters). The duration of the. Every academic year consists of two semesters-Monsoon Semester (July-August to November-December) and Winter Semester (December-January to April-May).

Award of DEPM shall be in accordance with the regulations of the Executive Committee/Sub-Academic Advisory Committee of the Institute and by Dr Babasaheb Ambedkar Marathwada University, Aurangabad.

The Executive Committee/Academic Advisory Committee of the Institute has the right to modify any regulations stated from time to time

Sanjeev

**Executive Director
NIELIT, Aurangabad**



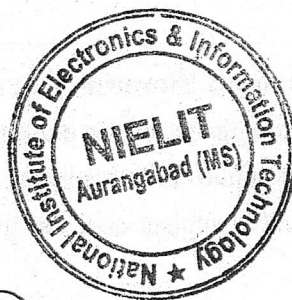
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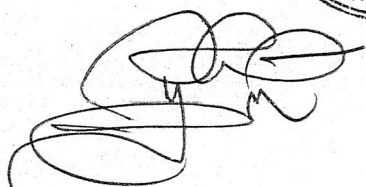
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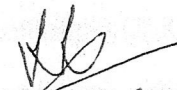
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REGULATIONS: EXAMINATIONS, RESULTS AND AWARDS REGULATIONS
(APPLICABLE TO PROGRAMMES OF THE INSTITUTE)

ER -1: Teaching and Examination Scheme

The teaching and examination schemes of a DEPM shall be as per the respective prescribed curriculum, subject to the revisions and modifications made by the NIELIT, Aurangabad, from time to time.

1.1) Subjects and Heads of Passing

A course may have some or all of the following heads of passing, as may be prescribed in the teaching and examination scheme of the curriculum:

- Theory
- Practical
- Class Test
- Oral
- Project and Seminar
- Implant training

Each head shall have separate marks. However, for a theory subject, prescribed passing heads shall not be treated as separate passing heads for the purpose of granting ATKT (meaning failure in any one of them shall be treated as failure in that subject). The maximum marks and minimum passing marks for each passing head of a subject shall be given in the related teaching and examination scheme.

ER-2: Rules of admission to a course

2.1) Eligibility

No candidate shall be admitted to a course for Diploma approved by the institute, unless he has passed the qualifying examination or an equivalent examination as prescribed for admission to the course, and fulfilled other conditions as prescribed for the admission to the course, by the Directorate of Technical Education or Government of Maharashtra/ NIELIT, Aurangabad.

2.2) Re-registration of a failed candidate to the same semester/year

Candidates failing in any semester examination of the institute shall be considered for re-registration to the same course subject to prevailing rules. While readmitting such a candidate, the marks obtained by him in any of the subjects or passing heads, namely theory, practical, Class Test, oral, project/seminar, implant training, progressive assessment or any other head of examination shall not be considered nor shall the candidate have any claim on these marks. Re-registration is sole discretion of the Department and as per the policy of the institute.

2.3) Rules of ATKT for Admission to Next Higher semester/ Year

A candidate with ATKT shall be eligible for admission to the next higher semester/year. A candidate will be declared as ATKT if fails in four or less than four subjects of passing.

*Subject head without passing requirement shall not be considered as a subject for this purpose.

2.4) Direct admission to third semester /Second year

i) A candidate passing H.S.S.C. Examination (Standard XII) with technical subjects, bifocal course, MCVC (Minimum Competency Vocational Course) with general courses of the Board of Secondary and Higher Secondary Education shall be eligible for direct admission to third semester of a Diploma programme in Engineering and Technology, against the seats created solely for this purpose, subject to the conditions hereunder.

He has passed standard XII with minimum qualifying marks as notified by admission authority with and in vocational/ technical/General subject/s

A candidate passing ITI examination with minimum qualifying marks as notified by admission authority, after passing SSC with & in English, science & Mathematics subjects.

A candidate passing standard XII examination with MCVC with minimum qualifying marks as notified by Government from time to time.

All such eligible candidates will get admission to third semester courses in the respective diploma programmes notified by Government from time to time.

Any other condition that may be prescribed by the Govt. and may prevail at the time of these admissions.

Admission consequent to change of programme

Admissions shall be processed as per prevailing rules of the NIELIT, Aurangabad.

ER-3: Rules of Enrollment

3.1) Enrollment of Candidates

Every candidate admitted to the institute has to fill enrollment forms in the prescribed format and along with prescribed enrollment fees. Admitted candidate shall be given a unique identity Number called as Enrollment Number.

ER-4: Rules for Eligibility to Appear for Examination

4.1) Permission to appear for the Examinations of More than one Different full time Programmes simultaneously

A candidate shall not be permitted to keep terms or allowed to appear for the examinations of the institute, for more than one different Full time programmes simultaneously, where further, the candidates having failed at an examination of that programme shall not be allowed to change over from one programme to another, except where the programme is revised or discontinued.

4.2) Eligibility to Appear for Examination: Examination Forms, Fees and Penalties

i) Responsibility of Registration to Examination i.e. applying for admission to examination:

A candidate shall apply separately for each semester examination he wishes to appear in. It shall be the responsibility of the candidate to fill up the examination form/s for admission to examination/s, along with fees/late fees/fines, as applicable and notified by Examination Cell.. The institute shall have power to cancel the performance of the candidate in the examination, if found to have appeared in examination without fulfilling above responsibility.

It shall be the responsibility of the candidate to fill up the examination form as per schedule declared, along with prescribed examination fee.

ii) Registration to Examination i. e Application for Admission to Examination

A candidate intending to appear in a semester examination shall be required to apply in the prescribed examination form for admission to examination and submit the same along with the prescribed fees, on or before the notified dates. The candidate applying after the due date shall

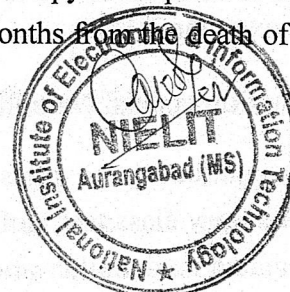
have to pay the late fee, penalty and fine, as notified by the institute time to time. This fee is to be borne by the candidate. The examination fee and late fee shall be nontransferable. Candidate shall register for examination of maximum of 12 courses at any end semester examination out of which courses containing theory heads shall not be more than Ten courses.

* The examination fees, Late fee and Penalty shall be prescribed in the form of Circulars issued from time to time

4.3) Refund of Examination Fees:

Examination fee once paid shall not be held in reserve for future examination. It shall ordinarily be not refunded, except under following circumstances.

- i) If a candidate has submitted the examination form with requisite fee, as per the schedule for the ensuing examination and later on unfortunately if he dies before appearing for the examination, the examination fees paid to the Board shall be refunded to the parents/guardian. For this purpose, the parents/guardian shall apply to the regional office through institute with a copy of the proof of death and copy of fee receipt. Such application shall be made within two months from the death of the candidate.



4.4) Admission to an Examination

i) Eligibility for appearing in Examination:

No candidate will be admitted to any semester end examination in that course unless he keeps terms for that course at the institute and unless he has filled in examination form along with prescribed examination fee and unless it is certified by the HOD that he has fulfilled following conditions.

- > He has put in satisfactory attendance of at least 75 % of the total Lectures /Periods in each Theory /Practical /Class test /Tutorials / Project work separately in the course as per the Teaching scheme of the institute and not the 75% of total Lectures conducted by the Subject Teacher.
- > He has satisfactorily completed all the specified laboratory Practical / Class test / Projects / Sessional etc. prescribed in the curriculum for the course
- > He has shown satisfactory progress in his studies and evinced good conduct.
- > He has not been debarred for any period from appearing for any examinations held' by any Government, Constitutional Authority or Statutory Examining Authority in India or by the Board to any of its Examination during that period.

4.5) Condoning deficiency in attendance

In case the attendance of a candidate falls short by not more than 10% due to his own illness (duly certified by a registered medical practitioner) the head of the institute may condone such deficiency at his discretion and permit the candidate to appear for examination, if he is otherwise eligible.

4.6) Withdrawal of application For Examination & Cancellation of Performance in the examination

i) Notwithstanding the submission of application, payment of examination fees, the principal/head of the institute shall be competent to delete application of the candidate who fails to fulfill any of the laid down eligibility conditions for admission to examination in a course/s.

The examination fee paid by the candidate shall not be refundable.

ii) Notwithstanding the acceptance of application form and fee, the performance/result of the applicant at the examination would be cancelled if it is later found that the applicant was not eligible for admission to the relevant course and for admission to the said examination.

4.7 Action against Defaulting Candidates

The candidate who does not fulfill the eligibility criteria (such as non-completion of satisfactory class test, deficient attendance etc.) in a course to appear for examination shall be treated as defaulter and be disallowed for examination and detained in the same course. Such candidate shall not be allowed to appear for examination of that course even though he has submitted examination forms and fees.

4.8) Admission to Examination Hall Mandatory Documents for a Candidate during Examination

The Examination Cell shall issue Hall Ticket / Admission card to each eligible candidate who has applied for examination. Each candidate appearing for the examination must possess a proper Hall Ticket; a valid Identity Card issued by his institute, bearing his sufficiently recent photograph for easy verification of his identity, and produces the same as and when demanded by an authorized person during examination.

i) Penalty to a candidate lacking mandatory documents

If a candidate is unable to produce on demand the mandatory documents mentioned above, he may not be allowed to appear for the examination.

4.9) Disallowed Candidates Ineligible to Appear In Examination

No Candidate who is disallowed by the institute for not fulfilling conditions shall be permitted to appear in that examination. He shall have to fulfill all relevant conditions by seeking fresh admission and to reregister to the same course.

4.10) Failing to Appear in the Examination

A candidate, who fulfills all the conditions prescribed but could not appear at the examination, may appear for a subsequent examination as an ex-candidate. In such a case, the candidate himself shall preserve the class test put in by him.

4.11) Simultaneous Appearance in Two Examinations of a Programme

Candidate would have an option to appear in the current examination of semester, for which he is allowed to keep term, provided he is eligible for admission, simultaneously with the preceding semester examination for the subject heads he has failed in, on submission of fresh application and payment of fresh fees, subject to the relevant regulations for that course.

4.12) Reappearance in passed examination:

No candidate will be permitted to appear anew in any of the semester/year examinations which he has already passed.

4.13 Attendance Rule

- a) All students must attend every class and 100% attendance is expected from the students. However, in consideration of the constraints/ unavoidable circumstances, the attendance can be relaxed by course coordinator only to the extent of not more than 25%. Every student must attend minimum of 75% of the classes actually held for that course.
- b) A student with less than 75% attendance in a course during the semester, are granted

Medical Leave for more than 10 days consecutively shall produce Medical Fitness Certificate after returning from leave, for continuing the programme.

- c) Under medical grounds up to 10% of exemption may be given by the approval of competent authority.
- d) Students will be informed about their attendance status after the 1st and 2nd sessional examinations.

ER-5: Exemptions

A candidate may claim exemption in a prescribed subject having passed it or its equivalent subject of other autonomous institute, Board or university.

5.1 Passing the Missing and Backlog Subject:

- i). In case of revision of curriculum, the ex-candidates belonging to the old curriculum and admitted to next higher semester/year of new revised curriculum, shall be required to appear for the examination of missing courses.
- ii) The candidate who is admitted directly to second year/third semester or higher level stage shall appear for examination for backlog courses/s, if any of the lower semester/year(s) of the programme. Such candidate shall submit examination form along with the prescribed examination fees for the lower semester/year(s).

5.2 One-Time Opportunity to complete the term in old curriculum:

Whenever institute revises curriculum and there is major change in the Teaching and Examinations schemes, in opinion of the Sub-Academic Advisory Committee, the institute shall provide option of one time opportunity to all the failure candidates of old curriculum to complete their term in old curriculum. However, such candidates shall be eligible to appear for the examination only on fulfillment of the rules for admission to the examination as applicable.

ER-6 : Ex-Candidate

A candidate, who fulfills the conditions prescribed hereunder and is certified by the Head of the Department as eligible for admission to a semester examination, shall be called ex-candidate for subsequent examinations of that semester, if after such certification the candidate does not appear or appears and fails in that semester examination.

6.1 Admission of Ex-Candidate to Examination

i) An ex-candidate, except where he has failed only in class test, shall be entitled, without having to keep fresh terms and fulfill conditions of admission to the examination anew.

ii) A candidate, who has failed at the previous examination in the class test, shall have to rejoin the institute and put in fresh class test, in which he has previously failed, to the satisfaction of the head of the Department for being eligible to reappear in that examination.

iii) A candidate who is ex candidate of the institute and who has Successfully completed the term of any course examination and who has taken away his leaving certificate will cease to be a candidate of the institute. However if such ex candidate desires to appear any semester/year examination to which he is otherwise eligible to appear can apply for admission to the examination.

For doing so he will have to deposit his latest leaving certificate or transfer certificate temporarily and a affidavit stating the reasons for gap at the institute If such candidate passes the examination or becomes eligible for higher semester, the prevailing rules for admission to higher year shall apply.

ER-7: Assessment of Class Test /Semester/ Practical/Project Work/ Oral/Any other head

7.1) Assessment

(i) For class test/Practical/Project Work, oral or any other head a schedule of dates shall be prepared for the completion of individual drawing sheets, designs, jobs, laboratory journals, projects, etc.

The various assignments of the class test shall be duly completed and collected as per the schedule and submitted for assessment to the examiner.

Practical / Class Test / Semester work shall be assessed progressively, from time to time.

(iii) The class test / Practical/Project Work of a candidate abstaining from an examination, shall be preserved by the candidate himself and presented for examination when the candidate next appears therein.

(iv) The Executive Director/Head of the institute on the recommendation of HOD shall issue the order/list of the disallowed/detained candidates immediately after the end of the term and before the commencement of the Theory or Practical examination whichever is earlier.

(v) Class test and performance at practical/oral examination shall be assessed on the basis of the candidate's depth of comprehension of the principles involved and not on the basis of mere collection of data for presentation.

Embellishment, thus, is not expected and will not be given credit. When practical/ oral/ project/ class test/ semester as applicable in any subject is assessed, the marks shall be carried over to subsequent examination, unless the candidate has failed to secure passing marks in which case the candidate shall be permitted to appear at subsequent examination without joining the institute again for the purpose except in case of failure in class test when he shall be required to join the institute for another term and put in fresh class test.

Marks obtained in the class test shall also be similarly carried over to the subsequent examination except in the case of those who appear for fresh test at the subsequent time for improving the test marks, (if applicable), the latter taken into account at the subsequent examination.

A candidate whose marks are thus carried over is eligible for award of class.

Evaluation pattern:

Type	Evaluation Weightage		
	Method	Range	
Lecture	Class Test. I	20	Average of the two Class Test
	Class Test. II	20	
	Teachers Assessment	10	
	End Semester Exam.	70	100
Practical / Studio	Lab Class Test (Internal)+Lab Record - I	25	50
	Lab Class Test (External) - I	25	

7.2 Evaluation of Exam Papers :

Assessment of answer books of semester end examination shall be done by internal evaluators. Evaluators should transfer marks carefully on the front page of the answer book and carry out total of marks correctly, Blank pages should be struck and signed by evaluator of the answer book. The evaluator shall neither put any comment nor any markings in the answer script. He/she shall place the marks for answers in specified spaces provided on the cover page. . He/she shall put signature with his/her name in the space provided on the cover page of the answer book. He/she, who handled the answer book later, should hand over valued answer books to concerned officials

7.3 Procedure to deal with wrong certification of incomplete Class Test/ Semester etc. of a candidate:

In case, an external examiner reports that the laboratory practical Class test / Semester etc. are incomplete, then such information 'with detailed report of the external examiner along with Written explanation of Internal examiner / Subject Teacher and COE of Institute shall be put before the Special Committee for consideration and decision prior to declaration of result, wherever possible. Else the result of such institute for that course & / semester shall be held in reserve till the special committee gives its decision.

7.4 Procedure to deal with deficient conduct of Class Test/ Semester etc. :

If the examiners detect cases where Laboratory Practical / Class Test/ Semester / Project are incomplete but HOD has certified the same as complete and allowed candidates to appear for examination, the COE shall enquire into such matter and report of all such cases shall be submitted to the Special Committee Principal of the institute for due action against the Subject Teacher as per the decision of special committee.

In addition to this, the Executive Director/ Institute Head shall report all such cases to the Director of Technical Education and Government for further action against the faculty as may deem fit.

7.5 Failure in Class test

A Candidate, who has failed in any of class test examination, wherever prescribed for any semester/year examination, shall be admitted to the succeeding semester/year, if otherwise eligible. However, such candidate shall submit fresh class test by rejoining institute in related course/s in which he has failed, for subsequent examination.

7.6 Evaluation of Project/Thesis and Seminar

Project/Thesis work in the curriculum can be done individually or by a group of students as decided by the Department. The Project work in the fifth semester is pre-requisite of the Project work in the sixth as the project work in the latter semester is continuation of the former one. The project work will be assessed by a panel of examiners (within the Department/within the Institute/experts from outside the Institute) decided by the HoD. Method of assessment/evaluation will be decided by the panel of examiners and will be announced in the class committee.

If outside experts are invited for evaluation, it shall be with the approval of the Dean (academic).

Seminar (s) as per the curriculum shall be presented by individual student. This will be assessed by a panel of examiners within the department decided by the HoD. Method of assessment/evaluation will be decided by the panel of examiners and will be announced in the class committee.

On completion of the project/thesis, the student shall submit a report in the prescribed format to the department. Number of copies and the format will be as per the department guidelines. Soft copy of the report shall be submitted to the Institute Digital Library. After the successful presentation of the seminar, the student shall submit a report in the prescribed format to the department. Number of copies and the format will be as per the department guidelines.

7.7 Grade points

The grades and their equivalent numerical points are given in Table :

Grade	Grade points	Description
A+	10	Outstanding
A	9	Excellent
B+	8	Very good
B	7	Good
C	6	Can do better
D	5	Average
E	4	Marginal
F	0	Fail /Unsatisfactory / Absence from end-sem exam
W	-	Insufficient attendance

Description of Grades

A+ grade : This grade stands for outstanding achievement. (Above 95%)

A grade : This grade stands for Excellent achievement. (Above 85% - 95%)

B+ grade : This grade stands for very good achievement. (Above 75% - 85%)

B grade : This grade stands for good achievement. (Above 65%- 75%)

C grade: The C grade stands for can do better performance. (Above 55%-65%) This average performance refers to 'Can Do Better' as per instructor's expectations in a holistic sense and not only the marks obtained by the class.

D grade: The D grade stands for Average performance. (Above 45%-55%).

E grade: The E grade stands for Marginal performance (40%-45%) Minimum marks for award of E grade should not be lower than 40% . However, individual course coordinators may set a lower marks requirement.

F grade: The FF grades denote poor and very poor performance, i.e. failing a course or absence in end sem. A student is required to repeat all core courses in which he / she obtains FF grades, till he / she obtains a passing grade. Further, FF grades secured in any course **stay permanently on the grade card**. Student securing FF grade is eligible for re-examination and also for the subsequent summer term, if course is offered in that summer term, provided FF grade was not given due to absentee in end semester examination and student is not involved in any disciplinary act.

7.8 Evaluation of Performance

The performance of a student will be evaluated in terms of two indices, viz, the Semester Grade Point Average (SGPA) which is the Grade Point Average for a semester and Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point in time.

ASSESSMENT SCHEME

This institute is running six semesters (Three years) / Lateral Entry four semesters (Two years) Diploma in Electronics Production and Maintenance course. The overall performance of a student is evaluated by assigning equal weight age to all semesters in order to maintain the quality of education.

1. A student is permitted to appear in the end-semester examination provided he or she has a minimum attendance of 75% in theory and practical classes, completed all His / Her sessional assignments and cleared all His / Her dues. Exemption under medical ground may be considered. Non-appearance in any examination is treated as a student having secured zero mark in that examination.

2. Every student is assessed in a course with described weight age to sessional work & semester end examination.

3. Every student was awarded the grade points on 10 points scale in each course.

4. Semester Grade Point Average (SGPA) is the weighted average of grade points obtained by the student in a semester to the scale of 10 and is computed as follows:

$$\text{SGPA} = \frac{C_1 \times G_1 + C_2 \times G_2 + \dots C_n \times G_n}{C_1 + C_2 + \dots + C_n}$$

Where $C_1, C_2, \dots, C_n$ are the subject credits of the respective course and $G_1, G_2, \dots, G_n$, are the Grade Value obtained by the student in the respective subject (out of 10).

5. The Semester Grade Point Average (SGPA) for all the semesters is also given at the end of every semester.

6. The Cumulative Grade Point Average (CGPA) is used to describe the overall performance of a student in the respective course.

7. The CGPA would be calculated at the end of the course completion and it reflects in passing certificates,

$$\text{CGPA} = \frac{\sum (\text{SGPA}_s \times \text{Credits})}{\text{Total Credits of the Course}}$$

Where, SGPA = Semester Grade-Point Average

i.e. $\text{CGPA} = \frac{\text{SGPA}_1 \times \text{CS}_1 + \text{SGPA}_2 \times \text{CS}_2 + \dots \text{SGPA}_n \times \text{CS}_n}{\text{CS}_1 + \text{CS}_2 + \dots \text{CS}_n}$ $\text{CS}_s = \text{Total Credits of the Semester}$
 $n = \text{No. of Semesters of the Course}$

8. The Institute is awarding the obtained class to the student as per performance .i.e. First Class with distinction (75 % and above) , First Class (60 % to 74.99 %) , Second Class (45 % to 59.99 %) and Pass Class (40 % to 44.99 %)

9. To convert CGPA into percentage equivalent, it may be multiplied with 10 CGPA will be rounded up to second decimal.

ER-8. Conduct of Examination and Result Processing

8.1 Examination Period and Timetable

The dates of commencement of examinations shall be as indicated in the academic calendar of the institute, circulated to all Course Coordinator. The detailed timetable of an examination will be declared to all three weeks prior to the commencement of the examination. Any changes of dates, due to unavoidable circumstances, shall be intimated to and also published through notices, adequately in advance.

8.2 Modes of Examination

i) Mode of Written examination:

Each candidate presenting himself at the centre of examination shall be supplied the Question Paper and he shall have to write the answers on the Answer Book supplied by the Institute.

ii) Mode of Practical, Oral, Class test, Project/Seminar Examinations.

The internal and/or external examiners appointed by COE/HOD shall conduct these examinations, as applicable according to the teaching and examination schemes of the curricula. Further, the mode of conduct of any of these examinations shall be as decided by the Examination Cell from time to time and even may be online.

8.3 Subjects at an Examination

Examination shall be held in the courses mentioned in Teaching and Examination Scheme of the related curriculum prescribed by the institute.

8.4 Curriculum for courses at Examination

The Curriculum for each subject (of the course) at the examination shall indicate the detailed contents of study prescribed. The copy of Curricula may be priced publication made available for sale in AQAC,

8.5 Medium of Examination

Candidates appearing for an examination of the institute shall have to write and communicate answers to the questions in written or oral examinations, through the medium of English language only, unless otherwise specified.

8.6 Permission for writer

1) Permission for writer would be granted to a candidate only if he is physically unable to write the answers and has been medically so certified, at the time of examination.

ii) Any physical disability, which existed during course of study, shall not be considered as valid reason for permitting a writer.

iii) The writer so permitted shall be less qualified than the candidate. Further, the writer shall neither be a relative of the candidate nor an employee at the center of examination. The Executive Director or Head of the Institute shall ascertain this fact. '

iv) Change of writer: Changing the permitted writer is not allowed. If a change is necessary in exceptional circumstances, the officer-in-charge, examination, may permit the change, after ascertaining that the new writer also satisfies the conditions applicable for a writer as mentioned in (iii) above and inform to COE. . COE shall inform the related RAC such change, to account for any possible confusion regarding change in hand writing in concerned answer books.

v) For obtaining permission for writer, the candidate or his parents shall apply to Executive Director/ Institute Head in writing along with medical certificate and supporting documents issued by a registered medical practitioner.

vi) The institute would make separate seating arrangement for such disabled candidate and the writer. The candidate and the writer, both shall be present together, during the sessions of the examination.

VII) Use of writer shall be limited to writing answers of theory papers only, and shall exclude drawing/graphics, and subjects wherein the motor skill of the candidate has to be tested.

VIII) Further, the candidate permitted to use writer shall not be allowed to write or draw anything. Occurrence of any such event shall be considered as misconduct on the part of the candidate and he shall be liable for disciplinary action.

8.7 Allowance of extra time to disabled candidate

Physically disabled or physically handicapped candidate shall be allowed a concession of extra time as per the Government of India guidelines from time to time as of now it is of maximum 30 minutes, if duration of examination is three clock hours and proportionate for

duration less than three hours, on production of due medical certificate from the competent authority.

ER-9 Result Processing

9.1 Results of the Examinations

As soon as it is practicable, after completion of examinations and subsequent valuation, the COE, in accordance with prescribed rules, shall declare result of the said examinations.

9.2 Result Status

The result of a candidate shall fall into one of the following status categories. The status categories are applicable as per teaching and examination scheme for a particular course.

I DST (First Class with Distinction): Candidates passing in all subject heads and securing minimum 75% of total marks shall fall in this category.

- **I (First Class):** Candidates passing in all subject heads and securing minimum 60% or more but less than 75% of total marks shall fall in this category.

- **II (Second Class):** Candidates passing in all subject heads and securing minimum 45% or more but less than 60% of total marks shall fall in this category.

- **Pass (Pass Class):** Candidates passing in all subject heads and securing minimum 40% or more but less than 45% of total marks shall fall in this category.

- **ATKT (Allowed To Keep Term):** Candidates awarded ATKT status as per prevailing rules, shall fall in this category

- **Fail:** Candidates failing to secure minimum passing marks in more than four course for award of ATKT or minimum percentage of aggregate marks shall fall in this category.

9.3 Processing Adversely Affected Result before Its Declaration

When the result of an examination is found to have been adversely affected before its declaration, either on account of unexpectedly large number of failures in a subject/s due to the question paper/s being set beyond the scope of the Curriculum or on account of error, malpractice, fraud, improper conduct of examination or any other matter, such matter shall be processed by Examination Committee and recommendation shall be put up to Executive Director for approval.

9.4 Allotment of abnormally high or low internal marks:

In case it is revealed that the candidates of a particular course/s of an institute has been allotted abnormally high or low internal assessment marks, such cases shall be enquired into and the matter shall be placed before the Special Committee for Its recommendations to the extent of modifying the marks in proportion to the average marks of the whole class in the related theory paper or all theory papers (in case the related subject of the internal assessment does not have theory paper for the examination) of that examination, secured by the class, limited to the minimum marks for passing and consequent amendment in the result shall be effected.

9.5 Amendment in Declared Results

In case, the declared result of an examination is later found affected by an error (except those covered under malpractice, fraud or improper conduct); the matter shall be placed before the Special Committee for scrutiny. The Examination Committee shall have the power to amend such result according to the recommendations of the Special Committee. No result shall, however, be amended after six months from the date of declaration of such result or after declaration of the result of the next examination at the same level, whichever is earlier.

9.6 Amendment in the Declared Result Owing to Misconduct

If the result of a candidate has been declared and later it is found that such result had been affected through malpractice, fraud or other misconduct, irrespective of whether the candidate has benefited by it or not, and that such candidate, in the opinion of COE, has partly or fully participated in such malpractice, fraud or misconduct, all such cases shall be placed before the Special Committee for scrutiny. The Director of Board shall have power to advise COE to amend the result of such candidate at any time, as per the recommendations of the Special Committee and declare the result.

9.7 Certificate of marks

i) Issuance of Certificate of marks:

A candidate appearing for an examination of the institute may get certified certificate of marks obtained by him, in the prescribed form, after the declaration of results of the said examination.

ii) Duplicate Certificate of marks:

A candidate shall apply in the prescribed form along with requisite fee, and an affidavit

stating loss of the original certificate of marks, for duplicate certificate of marks. Further copy to Duplicate copy shall be super scribed as 'TRIPLICATE', 'QUADRAPPLICATE' & likewise, as the case may be. .

9.8 Process and Extent of Verification

A candidate who has appeared at the examination conducted by the institute may apply to the COE for verification of marks obtained by him, in any of theory papers he has appeared in. The verification shall be restricted to verifying that all answers attempted by the candidate have been assessed; there has been no mistake in totaling of marks allotted to each answer in the answer book of that subject; all such allotted marks to each answer are transferred correctly on the cover page of the main answer book and whole answer book, main and all its supplements as mentioned by the candidate on the cover page of main answer book, are intact. If, as a result of verification, a candidate becomes eligible for modification of his result, due corrections shall be made in the result gazette by the institute and the candidate be informed accordingly.

9.9 Time Limit for Preservation of Assessed Answer Books

The assessed answer books of an examination shall be preserved till the declaration of the result of two consecutive years by the institute, irrespective of whether a candidate appears for these consecutive examinations or otherwise, except those concerned with ongoing court cases and inquiry matters.

ER-10 Penalty for Acts of Misconduct of Candidates

10.1 Misconduct Before, During or After the Examination

A) If at any point of time, before, during or after the examination, it is found/reported that a candidate has indulged in any act of misbehavior or misconduct, thereby committing breach of any of the rules laid down by the Board in this behalf, and the Secretary, after due enquiry of the incident, is convinced of such possible misconduct/misbehavior on the part of the candidate, he shall place all such cases before the Special Committee for its final decision on penalties to be imposed or action to be taken in this regard.

10.2 Candidate Found Copying or Misbehaving During the Examination

If during an examination a candidate has been found copying or using or attempting to use unfair means and unless he has been ousted for gross misbehavior, he would not be expelled

from examination. The Officer-in charge shall provisionally permit such candidate to appear for the remaining/full examination at the centre.

The candidate's answer book and copying material, if any, shall be seized and his written undertaking shall be obtained. A fresh answer book shall then be issued for writing the examination. The Officer-in charge then shall report the event to the COE as per the prescribed procedure. The COE shall cause an enquiry into the matter and place all such cases along with enquiry report/s before the Special committee for its final decision in this regard. Special committee shall recommend penalty to be imposed on candidate to examination committee. The Examination Committee shall have the power to cancel the result of such defaulting candidate in the examinations at which he (the candidate) appeared and also to debar him from subsequent examinations, either permanently or for such a specified period as the Special Committee may deem fit. The rules of penalty are at par with the NIELIT rules.

10.3 Copying Cases Detected In Assessment Center

When a case of copying or misconduct is detected by an examiner at the Local Assessment Center (LAC) or at the place of assessment while assessing the answer-books, the examiner shall report it to the Officer-in-Charge of the assessment centre or the COE, as the case may be, along with his observations. The Officer-in-charge of the centre shall report such cases along with the report of the Examiner/s to the COE. The COE shall cause an enquiry into the matter and place all such cases along with enquiry reports before the Special Committee for its final decision in this regard.

The Examination Committee shall have the power to cancel the result of such defaulting candidate in the examinations at which he (the candidate) appeared and also to debar him from subsequent examinations, either permanently or for such a specified period as the Special Committee may deem fit.

10.4 Eligibility to Appear Anew At Examination after the Expiry of Penalty Period

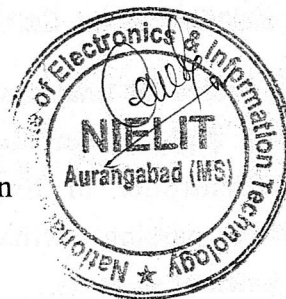
The candidate, who, in the opinion of special committee, is found guilty and given punishment, whose all examinations, he appeared in are cancelled and who is further debarred from examination/s for a specified period shall be eligible to appear anew as ex-candidate for such examination/s after the expiry of the penalty period, provided he is otherwise eligible. During the period of punishment such candidate shall not be eligible to appear for any examination/s of the institute, Neither he shall be eligible to seek admission.

10.5 Other Acts and Guide line Documents operative in this regulation (Acts Related To Conduct of Examinations)

- i) Maharashtra Prevention of Malpractices at University, Board & Specified Examinations Act of 1982.
- ii) Maharashtra Prohibition of Ragging Act, 1999.
- iii) As per the UGC/AICTE guidelines

Guide line Documents

- 1) Instructional Manual on Conduct of Examination
- ii) Norms for Assessment of Answer books
- iii) Curriculum Implementation and Assessment Norms



ER —11: Discrepancies in Question Paper/s

In case some discrepancies are found to have occurred in Question Paper/s or such complaints are received from the candidates, as well as staff or teaching faculty member and when there is substance in the complaint, COE shall put such matters before the Exam Committee for appropriate decision in this behalf. The exam Committee shall follow the guidelines for appropriate decision. The recommendations of exam committee shall further be placed before the Executive Director for approval.

ER-12: Award of Diploma and Prizes

12.1 Eligibility for Award of Diploma

A candidate to be eligible for award of Diploma shall be required to pass all examinations prescribed under the respective Teaching and Examination Scheme for that programme, including missing and backlog subjects as applicable and after acquiring of all the credits. Unless otherwise stipulated the result of final examination leading to the award of Diploma shall be determined by the aggregate marks obtained by the candidates in the Diploma award courses specified in the curriculum document of each programme. A separate mark sheet showing performance of candidates in diploma award courses shall be issued to the candidate specifying the percentage and class.

12.2 Issuance of the Certificates

The Dr. Babasaheb Ambedkar Marathwada University shall issue the certificates of Diploma in the prescribed format to the successful candidates after the declaration of result at the convocation.

12.3 Issuance of Provisional Passing Certificate

A candidate, who has passed the final semester and completed requirements of Diploma, shall be issued provisional diploma certificate along with the certificate of marks. The Executive Director/Controller of Examination shall issue the provisional passing certificate. Provisional passing certificate shall be issued only up to the date of convocation of that batch of students.

12.4 Issuance of Duplicate Diploma Certificates

A duplicate copy of the relevant Diploma shall be issued to a candidate by Dr. Babasaheb Ambedkar Marathwada University on receipt of an application, accompanied by a proper affidavit, stating that the previously issued original or duplicate copy, as the case may be, is lost. The application should be submitted through the head of his institute to COE along with requisite fee. Further, the copy shall be marked as "DUPLICATE". Further copy to duplicate copy shall be super scribed as 'TRIPLICATE', 'QUADRAPLIFICATE' & likewise, as the case may be.

ER – 13: Name corrections on documents:

The candidates apply for name correction in Mark sheet. The names must be as per merit list approved by competent admission authority and Certificate of passing of qualifying examination, as well as S.S.C. Board Certificate. if there is any correction in the name, it must get corrected necessarily immediately after the result of first semester is declared for the candidates admitted in first semester and immediately after the result of third semester is declared for the candidates admitted in third semester directly. Name correction will not be entertained if reported after the declaration of result of the Final semester.

ER - 14 Issuance of Transcript:

The institute shall issue, on request, along with prescribed fee, the transcript for Semester/year examination passed by a candidate.

ER-15 Retention period of documents:

The examination documents like Question papers, written answer papers, Examiners mark sheets, Timetable, Main seating charts shall be preserved for the period mentioned below unless otherwise the retention of documents is mandatory as an evidence for some enquiry and/or judicial purpose. The disposal after retention period shall be as per guidelines issued separately from time to time by the institute.

NAME OF DOCUMENT RETENTION PERIOD

Printed Question papers Till Declaration of result. Written answer books Up to next three examinations. Examiners mark sheets Up to next four semesters. Time table Till Declaration of result. Main seating charts One year. Attendance Sheets and attendance record up to next semester. Class Attendance record up to one semester.

ER---16 Progressive tests & submission of marks:

Normally two progressive tests shall be conducted for a subject as prescribed. The average of two tests shall be taken for computing marks obtained out of maximum marks prescribed for a progressive test.

- If a candidate appears for only one test and remains absent for the other test, his test marks shall be calculated on the basis of rule above considering the marks of the test in which he remains absent as zero.
- In case a candidate remains absent for both the tests, zero marks shall be communicated to the examination Cell and he shall not be shown absent in the Mark sheet/ Grade Sheet.

Note: No request made by any candidate for holding any retest for reasons of his being absent due to any reason shall be entertained.

ER-17: Standard of Passing

To pass an examination a candidate must obtain minimum of passing marks separately in each theory paper, practical, oral and class test and any other head of passing as mentioned in Teaching and

Examination Scheme of the course. While deciding minimum marks required for passing, fraction of a mark shall be omitted. The theory, practical, oral and class test shall be separate heads of passing.

A candidate shall be declared to have passed the examination leading to award of Diploma in first class if he secures 60% or more marks but less than 75% marks at the final year. A candidate shall be declared to have passed the examination leading to award of Diploma in second class if he secures 45% or more marks but less than 60% marks in diploma award courses in aggregate. A candidate shall be declared to have passed the examination leading to award of Diploma in pass class if he secures 40% or more marks but less than 45% marks diploma award courses in aggregate.

ER-18: Gracing

18.1 Grace Marks for Awarding Class

If a candidate falls short of maximum 1/2 % of the aggregate marks assigned to examination to obtain 75% marks (i.e. First Class with Distinction) or 60% marks (i.e. First Class) or 45% marks (i.e. Second Class), such deficiency shall be made up by adding maximum 1/2 % of the aggregate marks assigned to the examinations to the total marks obtained by the candidate in an examinations. While adding maximum 1/2 % of the aggregate marks fraction of a mark shall be rounded to the next full number and added in the total. These grace marks criteria can be revised from time to time basis by the examination committee.

ER-19: Special Term

A special term after the declaration of term end examinations shall be conducted for the foundation level courses as and thereafter a special term end examination is conducted. The successful candidates satisfying other requirements of PASS / ATKT shall be eligible for registration of subsequent regular term.

- A special term of 10-15 days of concentrated coaching/ teaching shall be conducted after declaration of Nov.-Dec and April-May examination for the students
- > The Foundation level courses whose recent exam result is less than 50% are offered to the students for registration. Nominal course registration fees of Rs.500/- per course shall be charged from the students to register for special term. The 60% of the fees collected shall be used to give remuneration to the faculty involved in direct teaching. 10% will be used to incur other institutional expenses and remuneration of administrative staff. 15% will be used as development

fees of AQAC and remaining 15% shall be deposited in the revenue head of the Government.

- > Progressive test shall not be conducted in the special term. The progressive test, class test, oral and practical marks earned by candidate in last regular term shall be kept as it is.
- > Registration to special term is optional
- > Students completing special term/coaching is allowed to register for examination by paying a fees of Rs.100/- per course.
- > Examination will be conducted within three days after completion of the term and coaching. Student appearing for examination may have to appear for two examinations in a day.
- Evaluation and declaration of result will be done within 10 days.
- > Successful candidates getting ATKT or pass result are allowed to appear for current/subsequent regular term. Successful candidates completing minimum credit requirement will be awarded with Diploma.

All rules and regulations of examinations will be applicable to the students appearing for end examination of special term/coaching.

ER-20: Moderation of Result/Result Analysis

To moderate the result and result analysis, a Moderation Committee shall be there who will look after the matters pertaining to moderation of result/result analysis. Moderation Committee will put up the recommendations to Executive Director for approvals.

ER-21 : Process of Re-Totaling/Apply for Photocopy/Revaluation

The below information contains Three step process.

First Step : Apply for rechecking (Verification of Marks i.e. re-totaling only) within a 3 working days from the date of declaration of result. If not satisfied with marks go to step two else exit process.

Second Step : Apply for Photocopy of answer sheet within 5 working days If not satisfied go to step three else exit process.

Third Step : Apply for Revaluation of Marks (max 10 questions) within 7 working days

NOTE : No one can apply for revaluation directly or can get photocopy of answer sheet without applying for verification of marks.

Now understand the process for each step :

(1) How to apply for Verification of Marks (Re- totaling)

- The fee is Rs. 100/- per subject
- Payment will be received through electronic payment gateway.
- the application along with fee receipt shall be received offline.
- The result of verification of marks will be updated and informed to student. However in case a mistake is detected.
- The center will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent upon the delay in communication for reasons beyond control

(2) How to apply for Photocopy of Answer Sheet

Only those candidates who have applied for re totaling of marks will be eligible to apply for obtaining photocopy of the evaluated answer book(s) on remitting the requisite fee of Rs.500/- per subject. Candidate has to apply for getting photocopy within stipulated time as notified by examination cell.

(3) How to apply for Revaluation

1. Only those candidates who have applied for obtaining photocopy of the evaluated answer book shall be eligible to apply for revaluation or challenge the marks awarded to any question(s) in the following subjects only.
2. Request for questions shall be entertained only for theory portion in the above subjects @Rs.300/- per question. Applications will be received only, with payment through electronic payment gateway.
3. No second request for any additional question(s) shall be accepted
4. The applicant will have to refer to the marking scheme in the subject concerned which would be available on the question paper and then submit application for revaluation in the required question(s) with reasoning
5. In case there is variation of marks of +5 marks or more in the subject concerned after revaluation, then the marks awarded in the first evaluation in respect of that subject shall stand annulled and the fresh marks awarded in the revaluation shall only stand valid for that particular subject(s) and a fresh marks statement will be issued incorporating the marks awarded in the revaluation. However, if after revaluation, any change is observed in questions of up to 02 marks i.e. 01 and/or 02 marks, the same shall be considered for addition.
6. In cases where marks are increased or decreased a fresh marks statement shall be issued to such candidates after surrendering the old Marks Statement by the candidate(s) concerned.
7. The status of revaluation shall be Informed to the students

8. The decrease even by one mark shall be effected
9. In case the marks already awarded remain unchanged or decreased, then the amount of fee paid for revaluation shall not be refunded
10. No appeal or review against the revaluation would be entertained.
11. Candidate shall also have to give an undertaking to the effect that the result of Revaluation shall not be challenged in the Court of Law or make any claim on account of revision of marks in any forum.
12. The center will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent to the revision of marks, if any or delay in communication for reasons beyond control



ER-22 : Makeup Test

If a student is absent/failed (Less than 40% marks) in one or two subjects, he/she is eligible for appearing in Makeup Test, a Makeup test shall be of 10 Marks, and will be conducted just before the end semester examination with complete syllabus or that subject whose class test was missed by the student. Only final year students shall be eligible for Makeup Test.

ER-23 : Backlog Examination

During the regular odd semester exams of I, III and V semesters, backlogs of these semesters and during regular even semester of II, IV and VI semester backlog examinations will be conducted. Separate sitting backlog examination for odd/even semester may be conducted if required necessary by the Executive Director/Competent authority of the institute.

ER-24 : Paper Setter Panel

Paper Setter Panel should consist of 50% Internal and 50% External panelists, there shall be at least 3 sets of question papers, they can be from Internal, External and Industry people.

24.1 Preparation of Question Papers

Hand written/Printed copy should be submitted to Exam Section by the respective faculty/teacher (Internal or External) and printing shall be performed under the supervision of Exam Committee in the Exam Section under Video surveillance.

24.2 Undertaking

An undertaking is to be taken by Internal/External Faculty, stating that selected question/ question paper is neither/nor revealed with anybody, to maintain the confidentiality and integrity of the examination.

24.3 Selection and Printing of Question Papers

Selection of a Question paper from a set of question paper is to be done in a confidential manner, Exam Committee will chose one set from multiple sets. After selection printing shall be done in confidential manner, under the custody of controller of Examination and/or One of the member of Exam Committee. Question Papers should be sealed properly and kept under the custody of Executive Director.

ER-25 : Question Paper Pattern

25.1 : Practical Question Paper Pattern

Practical Exam, question paper shall be set by Internal/External faculties/teachers and paper shall consist of different parts (A,B,C..) that contains different weight age of marks as suitable fit as per the subject type or as directed by the Controller of Examination/Exam Committee.

25.2 : Theory Question Paper Pattern

- Question paper Consisting of Three parts:
- Part A (28 Marks)
 - Fill in the blanks (7 Marks)
 - Multiple Choice Questions (7 Marks)
 - Match the following (7 Marks)
 - True False (7 Marks)
- Part B (21 Marks)
 - Solve the 7 Questions out of 9 Questions each carry 3 Marks
- Part C (21 Marks)
 - Question 1- 10 Marks(2-3 sub questions)
 - Question 2 -11 Marks(2-3 sub questions)

ER-26 : Sample Question Paper

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION
TECHNOLOGY, AURANGABAD.**

Subject: Electrical Technology-I

Semester: - DEPM 2nd sem

Date: -

Total marks: - 70

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Seat No.

- Instructions –*
- (1) All Questions are *Compulsory*.
 - (2) Answer each next main Question on a new page.
 - (3) Illustrate your answers with neat sketches wherever necessary.
 - (4) Figures to the right indicate full marks.
 - (5) Assume suitable data, if necessary.
 - (6) Use of Non-programmable Electronic Pocket Calculator is permissible.
 - (7) Mobile Phone, Pager and any other Electronic Communication devices are not permissible in Examination Hall.

PART A**Q.1 Fill in the blanks of the following:**

7

- a) Faraday's law of electromagnetic induction (referred to as Faraday's law) is a basic law of electromagnetism predicting how a magnetic field will interact with an electric circuit to produce an electromotive force (EMF). This phenomenon is known as _____.
- b) _____ (for generators) shows the direction of induced current when a conductor attached to a circuit moves in a magnetic field.
- c) _____ is defined as the number of magnetic field lines passing through a given closed surface.
- d) _____ (also known as grounding) refers to contact with the Earth's surface electrons by walking barefoot outside or sitting, working, or sleeping indoors connected to conductive systems, some of them patented, that transfer the energy from the ground into the body.
- e) A dielectric does not have _____ current.
- f) The maximum phase difference between the applied voltage and current in a RLC series circuit with finite values of R, L, C, and f can be _____.
- g) A capacitor used for power factor correction in single-phase circuit decreases the line current and increases _____.

Q.2 True or false of the following:

7

- a) Generator transformers can undergo sudden load-changes.
- b) Direction of rotation of motor is determined by Lenz's law.
- c) Sometimes motor has to be de-rated.

- d) When a conductor such as a wire attached to a circuit moves through a magnetic field, an electric current is induced in the wire due to Faraday's law of induction.
- e) Magnetic flux is defined as the number of magnetic field lines passing through a given closed surface.
- f) In a parallel resonant circuit, the circuit current at resonance is maximum.
- g) In a minimum function the degree of numerator and denominator are equal.

Q.3 Choose one of the following options

7

- a) Generator transformers are _____
 - a) Step-up transformers
 - b) Step-down transformers
 - c) Auto-transformers
 - d) One-one transformers
- b) In the CCGT, how many step-up transformers will require?
 - a) 3
 - b) 4
 - c) 5
 - d) 6
- c) Station transformers are generally used for _____
 - a) Providing generator voltage to transmission
 - b) Providing power to load from transmission
 - c) Isolating DC
 - d) To supply power section auxiliary
- d) A variable reluctance stepper motor is constructed of _____ material with salient poles.
 - a) Paramagnetic
 - b) Ferromagnetic
 - c) Diamagnetic

- d) Non-magnetic
- e) A stepper motor having a resolution of 300 steps/rev and running at 2400 rpm has a pulse rate of- pps.
- 4000
 - 8000
 - 6000
 - 10,000
- f) What will happen if DC shunt motor is connected across AC supply?
- Will run at normal speed
 - Will not run
 - Will Run at lower speed
 - Burn due to heat produced in the field winding
- g) What will happen, with the increase in speed of a DC motor?
- Back emf increase but line current falls.
 - Back emf falls and line current increase.
 - Both back emf as well as line current increase.
 - Both back emf as well as line current fall.

Q.3 Match the following

7

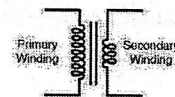
list I

list II

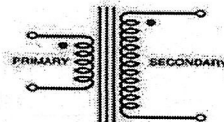
a) Step-up Transformer



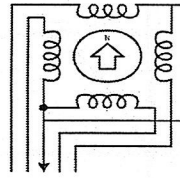
b) Fuse



c) Step-down Transformer



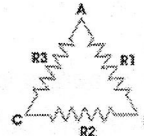
d) DC motor



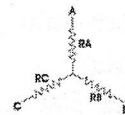
e) Stepper motor



f) Star connection



g) Delta connection

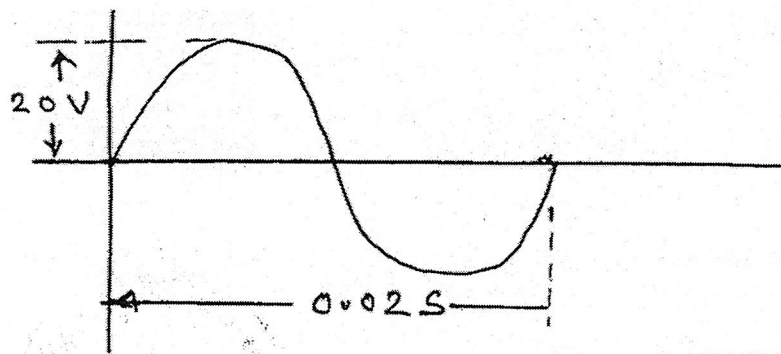


Part B

Q.1 Attempt any SEVEN of the following:

21

- a) Write any four advantages of 3 ϕ system over 1 ϕ system
- b) Draw schematic of following motors. Give two applications of each.
 - (i) DC shunt
 - (ii) DC series
- c) Compare electric and magnetic circuit on any four points.
- d) Find :
 - (i) RMS value
 - (ii) Average value
 - (iii) Form factor and
 - (iv) Frequencyof the waveform shown in Fig. No. 1



- e) Draw a neat schematic of shaded pole 1 ϕ Induction motor. List any two applications of it.
- f) Compare auto transformer and two winding transformer on any four points.
- g) A coil of 500 turns wound uniformly on an iron ring of mean circumference 50 cm and cross sectional area of $4/\pi$ cm², carries a current of 1 A. find
 - (iii) MMF
 - (iv) Field strength
 - (v) Reluctance
 - (vi) Flux
 Take $\mu_r = 1000$
- h) List any four applications of stepper motor.
- i) Draw a neat sketch of permanent capacitor 1phase induction motor. Explain its working

Part C

Q.1

Attempt all of the following:

- a) Draw a practical set up to find voltage and current a 230/115 V, 1KVA, 1phase 50Hz transformer. Also reading of each meter.
- b) Write any four major points related to reliable fuse.

Q.2

Attempt all of the following:

10

- a) Draw a neat schematic of universal motor. State its principle of operations. Write the method for reversal of direction.
- b) With neat sketch explain principle of operation of ELCB. Write any two applications of it.

