

Guidelines of Internal Assessment (20 marks) for non-practical subjects

In the **Higher Secondary Examination (Class-XII) and Class-XI Examination**, the **20 marks allotted for Internal Assessment** are generally awarded through a combination of periodic assessments and subject-related activities/project work. The exact distribution may vary subject to subject, for which a common mechanism is given below:

Component	Marks
Periodic Tests (Average of best 2 (two) out of 3 (three) tests conducted)	10 Marks
Activities/Project Work	10 Marks
Total	20 Marks

Mechanism for Awarding Internal Assessment Marks.

1. Periodic Tests (10 Marks)

There are three periodic tests to be conducted by the institutions in the form of pen-paper test and carrying maximum of 20 marks each.

Average mark of best 2 (two) out of 3 (three) tests shall be noted as A and mark awarded out of $10 = \frac{A}{20} \times 10 = \frac{A}{2} = M_1$.

2. Activities/Project Work (10 Marks)

The Project Work/Activities carrying 10 marks and its distribution of marks for different sub-components may vary from subject to subject. Marks awarded out of 10 (ten) in this Project/Activities is M_2 .

3. Total Internal Assessment marks secured by the student = $M_1 + M_2$.

4. Timeline/Schedule for Assessment.

Activities	Month	Maximum Marks
Periodic Test - 1	Up to last day of July	10
Periodic Test - 2	Up to 10 th (ten) September	
Periodic Test - 3	Up to last day of October	
Project Work/Subject Activities	November - December	10
Total:		20

5. Reporting/Submission.

* Marks of Periodic Test: on or before 10th November.

* Test Marks out of Internal Assessment 20 marks: on or before 10th January.

General Guidelines

- ⇒ Internal Assessment should be conducted continuously throughout the academic year.
- ⇒ Schools are required to maintain proper records and documentary evidence of assessments of each and every student.
- ⇒ Marks should be awarded objectively and fairly bases on the student's performance.
- ⇒ The Internal Assessment marks are to be uploaded by the school as per the timeline of the CoHSEM.