

**PONDICHERRY UNIVERSITY - LOYOLA COLLEGE SOCIETY (PU-LCS)
TWINNING PROGRAMME**

Smooth Conduct of MBA Semester Examinations, June 2024

The MBA Semester Examinations for the Academic Year 2023-24 were successfully conducted from June 8th to 18th, 2024, at Loyola Institute of Commerce and Social Service (PU-LCS). The examinations were the result of meticulous planning and coordination, ensuring a smooth and fair process for all students.

Pre-Examination Preparations - Preparations for the examinations began a month in advance, with the reservation of exam halls, arrangement of necessary infrastructure, and coordination with the Office of the Controller of Examinations, Pondicherry University. Rev. Fr. M. Dominic Jayakumar, S.J., Director of PU-LCS, led a preliminary meeting with administrative staff to ensure a smooth conduct of the examinations.

Examination Process - The examinations were held across various venues, including Bertram Hall, Commerce-Economics Block, and the Main Building, with morning and afternoon sessions. A total of 35,000 students took the exams, monitored by 123 invigilators and supported by 44 floor incharges and office assistants. The Controller of Examinations from Pondicherry University provided personal oversight, ensuring the exams were conducted smoothly.

Post-Examination Process - Each evening, answer sheets were diligently packed and secured. On June 19th, 2024, the neatly packed answer sheets were transported to the Directorate of Distance Education (DDE), Pondicherry University, in 145 boxes. Administrative staff members and the Coordinator accompanied the shipment, ensuring secure delivery and receiving acknowledgment from the DDE office.

Observations and Recommendations - The PU-LCS office expresses sincere gratitude to the College Management for their full cooperation in ensuring the smooth conduct of the MBA Semester Examinations. Observations and recommendations for future examinations include:

- Mandatory faculty involvement in invigilation
- Limiting PhD scholars' assignments
- Increased vigilance among invigilators and floor incharges
- Stricter measures against unethical practices, such as using mobile phones or unauthorized notes during exams

These measures aim to uphold the integrity and fairness of future examinations.

