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| **PART A (To be filled in by the lecturer)** |

|  |  |  |  |
| --- | --- | --- | --- |
| **1.** | **COURSE NAME** | : |  |
| **2.** | **COURSE CODE AND CREDIT HOURS** | : |  |
| **3.** | **NAME OF LECTURER** | : |  |
| **4.** | **PROGRAMME** | : |  |
| **5.** | **DATE OF EXAM** | : |  |
| **6.** | **EXAM DURATION** | : |  |
| **7.** | **VENUE OF EXAM** | : |  |
| **8.** | **REQUIRED MATERIAL** | : | [ ]  QUESTION PAPER ONLY | [ ]  GRAPH PAPER |
| [ ]  ANSWER BOOK | [ ]  PRINTED FORMULAE |
| [ ]  OTHERS (Please specify): |

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| **PART B (To be filled in by the lecturer)** |

This form is to be submitted together with:

|  |  |
| --- | --- |
| **Description** | **Checklist (**[x] **)** |
| Teaching Plan |[ ]
| Final Exam Question Paper (2 sets) |[ ]
| Marking Scheme (2 sets) |[ ]

**COURSE OUTCOMES (CO)**

Upon completion of this course, students should be able to:

|  |  |
| --- | --- |
| CO1: |  |
| CO2: |  |
| CO3: |  |
| CO4: |  |

**COMFORMITY TO COURSE OUTCOMES (To be filled in by the lecturer)**

**(Please prepare additional page as attachment if necessary)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Question No.** | **Conformity to COs** | **Topic** | **SLT** |
| **Q1** |  |  |  |
| **Q2** |  |  |  |
| **Q3** |  |  |  |
| **Q4** |  |  |  |
| **Q5** |  |  |  |

**TABLE OF SPECIFICATION (TOS)(To be filled in by the lecturer)**

Set A:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CO** | **Questions** | **Mark Distribution (%)** | **Marks/CO** | **Remarks** |
| **C1** | **C2** | **C3** | **C4** | **C5** | **C6** |
| CO1 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO2 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO3 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO4 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |

Set B:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CO** | **Questions** | **Mark Distribution (%)** | **Marks/CO** | **Remarks** |
| **C1** | **C2** | **C3** | **C4** | **C5** | **C6** |
| CO1 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO2 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO3 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| CO4 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |

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| **COURSE COORDINATOR**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )Date: |  | **COURSE LECTURER**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )Date: |

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| **PART C: CHECKLIST FOR EVALUATION OF EXAMINATION QUESTIONS (To be filled in by the peer moderator) (Please tick (**[x]  **))** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Checklist** | **Set A** | **Set B** | **Remarks** |
|  |  | **Yes** | **No** | **Yes** | **No** |  |
| 1 | The questions fulfil all the course outcomes. |[ ] [ ] [ ] [ ]   |
| 2 | The questions cover the topics of the syllabus. |[ ] [ ] [ ] [ ]   |
| 3 | The marks allocated for each question are appropriate. |[ ] [ ] [ ] [ ]   |
| 4 | There is no overlapping of questions or topics. |[ ] [ ] [ ] [ ]   |
| 5 | The examination duration allocated is appropriate. |[ ] [ ] [ ] [ ]   |
| 6 | The questions are clear and without ambiguities. |[ ] [ ] [ ] [ ]   |
| 7 | The questions’ difficulty level is appropriate according to Bloom’s Taxonomy. |[ ] [ ] [ ] [ ]   |
| 8 | The questions are free from grammar errors and typo. |[ ] [ ] [ ] [ ]   |
| 9 | The examination instructions are clearly stated. |[ ] [ ] [ ] [ ]   |
| 10 | The answer schemes are provided for each question. |[ ] [ ] [ ] [ ]   |
| 11 | The answer schemes are correct. |[ ] [ ] [ ] [ ]   |
| 12 | The breakdown of marks are clearly indicated. |[ ] [ ] [ ] [ ]   |
| 13 | Examination format: |
|  | a. Spacing 1.5 pt |[ ] [ ] [ ] [ ]   |
|  | b. Font size 12 pt, Arial |[ ] [ ] [ ] [ ]   |
|  | c. Labelling figure/chart (i.e. **Figure Q1(a)**) |[ ] [ ] [ ] [ ]   |
|  | c. Page numbers clearly indicated as **PAGE X OF Y** at the bottom right of every page |[ ] [ ] [ ] [ ]   |

**Recommendation:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Tick (**[x] **)** |  | **MODERATED BY:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )Date: |
| Accept |[ ]   |  |
| Accept with amendments |[ ]   |  |
| Reject |[ ]   |  |

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| **PART D: APPROVAL** (**To be filled in by HoP/Chairperson)** |

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| **Description** | **Tick (**[x] **)** |  | **APPROVED BY:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )Date: |
| Approved |[ ]   |  |
| Approved with amendments(re-moderation is not required) |[ ]   |  |
| Rejected(re-moderation is required) |[ ]   |  |

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| **PART E: ENDORSEMENT** **(To be filled in by Dean/SBoM Chairperson)** |

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| **Description** | **Tick (**[x] **)** |  | **ENDORSED BY:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( )Date: |
| Approved |[ ]   |  |
| Rejected |[ ]   |  |