

EXAMINATIONS SECTION

Ref. No.: GIET/EXAM.SEC/Pap. Set./**B.TECH 4th SEMESTER** /AUGUST 2019/

dt. 26/08/2019

From:

Dr.M.V.SANGAMESWAR, Controller of Examinations,

Mob.No. 8886668229, 9676532020

e- mail: coe@giet.ac.in

To,

Dr.T.Srikanth,

Professor & Principal,

IDEAL INSTITUTE OF TECHNOLOGY,

Kakinada

Dear Sir / Madam,

Sub: Request for question paper setting

We are happy to inform you that your name is included in the panel of paper setters for the Semester-end examinations of our college.

*We will be greatly obliged if you accept our request to set two question papers, together with their schemes of evaluation for our **B.TECH 4th Semester** "semester-end examinations of the paper"*

KINEMATICS OF MACHINERY

An offer acceptance letter is enclosed. This is necessary for our records to show to inspection authorities. Kindly fill it up & put it in the 'outer cloth backed green cover' together with the remuneration bill & sealed question paper covers.

You will be paid remuneration of Rs. 1000/- **per paper**, for Question paper setting and providing a marks distribution scheme/ **scheme of evaluation**. (Typing charge of Rs.100/ per paper and postage charge of Rs.50/- are also permissible. **Total payment is Rs2250/- for the two Question Papers**)

This offer is made on the distinct understanding that, to your knowledge none of your relatives are appearing at our college, for the examination for which you are requested to act as Question Paper Setter. In case your relative(s) are appearing please give us the relationship details to facilitate us to decide and inform you further.

With regards,

Yours sincerely,

M.V. Sangameswar

(M.V. SANGAMESWAR)

CONTROLLER OF EXAMINATIONS

Encl:1. Guidelines to paper setters, **2.** Structure of the Question Paper **3.**Syllabus, **4.** Model Question Paper, **5.**Model title page of the question paper - on an A4 sheet , **6.** Inner covers 2 No. (LDPE), **7.** Outer cover 1 No.(Paper), **8.**Offer Acceptance letter**9.**Remuneration Bill. & **10.** Check List