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| **Course File** (Theory) | | | |
| **Department** | **ꓽ** | **Credit (Cr/Ch)** | **ꓽ** |
| **Course Code** | **ꓽ** | **Semester** | **ꓽ** |
| **Course Title** | **ꓽ** | **Course Teacher** | **ꓽ** |
| **Check List** | | | |
| * 1. Course Information File * 2. Student Information * 3. OBE Based Question of CT * 4. Answer Script of Class Test (Best, Average, Poor) * 5. OBE Question of Assignment/Presentation * 6. Sample answer or Assignment/PPT | | * 7. Semester Final Question * 8. Sample answer script of Semester Final * 9. Calculation of COs and POs attainment * 10. Course Teacher’s Feedback. * 11. Final Grade * 12. Attendance Report * 13. Routine | |

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| **Course File** (Lab) | | | |
| **Department** | **ꓽ** | **Credit (Cr/Ch)** | **ꓽ** |
| **Course Code** | **ꓽ** | **Semester** | **ꓽ** |
| **Course Title** | **ꓽ** | **Course Teacher** | **ꓽ** |
| **Check List** | | | |
| * 1. Course Outline * 2. Student Information * 3. Sample lab reports (Best, Average, Poor with score and rubrics) * 4. Sample lab project proposal (if any) * 5. Sample lab project reports (Best, Average, Poor with score and rubrics), if any * 6. Sample Quiz question | | * 7. Sample Quiz answer scripts (Best, Average, Poor with score), if any * 8. Final grade and Marks distribution * 9. Lab Final Question * 10. Calculation of COs and POs attainment * 11. Course Teacher’s feedback. * 12. Attendance Report * 13. Routine | |

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| **Course File** (Thesis/Project/IDP) | | | |
| **Department** | **ꓽ** | **Credit (Cr/Ch)** | **ꓽ** |
| **Course Code** | **ꓽ** | **Semester** | **ꓽ** |
| **Course Title** | **ꓽ** | **Course Teacher** | **ꓽ** |
| **Check List** | | | |
| * 1. Course Outline * 2. List of all projects with Supervisor Name * 3. Sample project proposal * 4. Sample progress report (1st Term) * 5. Sample progress report (2nd Term) * 6. Sample progress presentation (1st Term) * 7. Sample progress presentation (2nd Term) | | * 8. Sample progress report with plagiarism report (Final) * 9. Sample FYD Presentation * 10. Calculation of COs and POs attainment * 11. Final grade showing marks of each assessment tools with rubrics. * 12. Teacher’s feedback. | |