



संजय गाँधी मेमोरियल महाविद्यालय

(राँची विश्वविद्यालय की सम्ब इकाई एवं राज्य सरकार द्वारा स्थायी मान्यता तथा विश्वविद्यालय अनुदान आयोग दिल्ली द्वारा 2F एवं 12B में पंजीकृत)

पण्डरा, राँची-835222

पत्रांक :

COLLEGE POLICY ON STUDENT FEEDBACK ON ASSESSMENT

दिनांक : 27/5/20

Feedback is a conversation between student and teacher. The feedback come in many different forms, both formal and informal, including assessment grades, comments on work, conversations with tutors, notes to an entire class, and discussion with other students. Feedback on summative written work is the most common type of formal feedback you can expect to receive. Whatever form our institution's feedback takes, it is a valuable tool in ensuring your next relevant piece of work/activity is better. Our Feedback aims to be insightful, critical, and enabling: an exercise in learning rather than a quantitative measure of how well you have done in your last piece of work.

The College's Key Principles to Effective Assessment Feedback

Sanjay Gandhi College recognizes the importance of timely feedback in the following policy-

- **Constructive approach- recognizing strengths as well as weaknesses**

Our Feedback often concentrates on correcting errors, but it also encourages students to understand what they have done right. Apart from the obvious benefits to students' morale and motivation, this helps them gain a full appreciation of why they did well, and what constitutes good work.

- **It's forward looking**

This provides a 'feed-forward' opportunity for students to understand what is expected of them on subsequent summative assignments.

We are also time-bound and to be effective, feedback must be delivered promptly, while students still have a clear recollection of the assignment just tackled, and so that it can feed forward into the next assignment.

- **Comprehensible**-A student needs to understand feedback; it should be clear and unambiguous. We provide a glossary to explain any technical terminology may help a student's understanding.

- **Relevant**

Our Feedback is related to the learning outcomes and assessment criteria for the task so that students are aware of what are expected of them.

- **Encouraging**

We ensure that student know from the feedback they receive what they must do in future to improve the work that contributes to their degree.

- **Delivering feedback**

The importance of delivering timely and effective feedback means that a range of methods, appropriate to the different forms of assessment, are required.

- Traditionally, feedback is often associated with a one-on-one scenario with individual written comments, but there are other, equally effective (and often less time-consuming), methods of providing feedback such as career counseling, psychological support, extra classes, seminars and personality development programs.

- Coursework Assignments-To communicate the deadline, by which all feedback will be delivered, normally this will be no longer than four weeks¹ from the submission deadline (excluding College closure days and public holidays).

- It also aims to deliver written feedback promptly, while students still have a clear recollection of the assignment just tackled. We also ensure that students are able to benefit from their feedback and use it for upcoming assessment tasks. Also we aim to provide feedback in sufficient detail to enable students to understand how future, similar work might be improved.

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27/5/2020
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