

AC 19/9/2013

Item No. 4.4

# UNIVERSITY OF MUMBAI



## Guidelines for conducting Practicals in Cognitive Processes

T.Y.B.A.

Program : B. A.

Course : Psychology

(As per Credit Based Semester and Grading System  
with effect from the academic year 2013-2014)

## **Appendix**

Guidelines for conducting Practicals in Cognitive Processes and Psychological Testing and the Practical examination for visually impaired students who pursue T.Y.B.A. Psychology as a Single Major under credit-based semester system

### **Internal assessment 40 marks in each Semester (20 + 10 + 5 +5)**

Class test of 20 marks - the visually impaired students will answer the test with the help of a writer/scribe.

One Assignment of 10 marks on Computer-based Coglab experiment - 5 marks for the report; 5 marks for viva based on the experiment.

Since the visually impaired students will not be able to conduct the experiment themselves, their teacher will give them individual data in a Table, and they will write and submit the report which will include the discussion of the given results with reference to the hypothesis on the experiment.

5 marks for Journal - The students will be required to maintain the journal with reports of experiments in written or typed form, prepared with the help of a writer/scribe.

5 marks for punctuality, sincerity and regularity; attendance and class participation, contribution to discussions

### **Conduct of the experiments and exercises in psychological testing**

For the conduct of the experiments and exercises in the semester, the visually impaired students will use materials converted wherever possible into accessible formats (Braille, audio, e-copy, tactile). The help and support of Resource Centres for the Visually Impaired like the Xavier's Resource Centre for the Visually Challenged (XRCVC) can be taken for converting the required materials. The visually impaired students can take assistance of a writer-cum-helper for making observational recordings during practicals and practical examination wherever required. If the student and writer-cum-helper are of the same stream, the educational qualifications of writer should be one step below that of the student. This condition will not be applicable if they are of different streams.

### **Semester-end examination of 60 marks, 2 hours 40 minutes**

The practical examination of the visually impaired students should be conducted in a separate room with suitable seating arrangement. A team of two external examiners will examine the students on the specified criteria. The distribution of marks decided by the Board of Studies in Psychology is - Instructions and conduct of the experiment – 25 marks; Viva 15 marks - 5 marks for questions on the methodology of the experiment conducted; 5

marks for questions for interpretation of group data table of the other experiment of the semester; 5 marks for questions on exercises in psychological testing of the semester; Report 20 marks - 5 for accuracy in data analysis; 8 marks for discussion individual data; 7 marks for discussion of group data.

If an experiment involves visual content to a large extent, the visually impaired students do not have to actually conduct the experiment. They will be examined on it through viva, and not actual conduct of the experiment. They will explain the Instructions and the steps in the procedure of conduct to the examiners and answer questions asked about them. The members of the committee for Psychology constituted under Section 32 (5)(a) of the Maharashtra Universities Act, 1994, after consultation with appropriate agencies/competent authorities on visual impairment, will specify the experiments in the syllabus which involve visual content to a large extent for the information of the visually impaired students and the examiners.

The Viva of 15 marks will be the same as for other students - 5 marks for questions on the methodology of the experiment actually conducted or examined through questions on Instructions and conduct; 5 marks for questions for interpretation of group data table of the other experiment of the semester; 5 marks for questions on exercises in psychological testing of the semester

Report 20 marks – 10 marks for discussion of individual data which are obtained through actual conduct or which are given by the examiner; 10 marks for discussion of group data.

The visually impaired students will be given extra time of 20 minutes per hour and thus, their Semester-end practical examination will be of 2 hours 40 minutes duration instead of 2 hours.

The above guidelines with respect to extra time for practical examination, qualifications of the scribe/helper and providing alternative questions if there are visuals in the question paper are in accordance with the High Court Guidelines mentioned in Circular No. DWC/C.No.7/Writer/Facility/96-07/2951 dated 20<sup>th</sup> December 2006 and the circular dated 3<sup>rd</sup> May 2008 issued by the Controller of Examinations of the University of Mumbai regarding providing a writer to blind students and granting extra time.