

**GUIDELINES FOR PRACTICAL EXAMINATION**  
**HSLC EXAMINATION, 2023**

**(A) List of subjects with Marks**

Sl. No.	Sub. Code	Name of Subject	Full Marks	Pass Marks
01	34(P)	Computer Science(E)	30	09
02	37(P)	Home Science(E)	30	09
03	39(P)	Weaving & Textile Design(E)	50	15
04	41(P)	Wood Craft (E)	50	15
05	36(P)	Fine Art (E)	50	15
06	40(P)	Garment Designing (E)	50	15
07	35(P)	Dance(E)	50	15
08	38(P)	Music (E)	50	15
09	58(P)	Commerce (E)	30	09
10	49(P)	Retail Trade NSQF(E)	60	18
11	50(P)	IT/ITeS NSQF(E)	60	18
12	51(P)	Private Security NSQF(E)	60	18
13	52(P)	Health Care NSQF(E)	60	18
14	53(P)	Agriculture & Horticulture NSQF(E)	60	18
15	54(P)	Tourism & Hospitality NSQF(E)	60	18
16	57(P)	Beauty & Wellness NSQF (E)	60	18
17	59(P)	Automotive NSQF(E)	60	18
18	60(P)	Electronics & Hardware NSQF(E)	60	18
19	61(P)	Animal Health Worker NSQF(E)	60	18

- (B) The Practical Examination will be held at the Centre School. In case of Computer Science & ITeS if the Internal arrangement is poor then Centre In-charge may select any one of his/her Feeder Schools where adequate facilities are available for holding the Examination.
- (C) Internal Examiner will be appointed by the Centre In-charge for each of the Practical subjects to be conducted in the Centre. Internal Examiner is generally the subject-teacher of the Practical subject.
- (D) External Examiner will be appointed by the Inspector of Schools for the above mentioned 6 (six) subjects : (i) Home Science (E) ii) Garment Designing (E) iii) Weaving & Textile Design(E) (iv) Wood Craft (v) Music (E) & vi) Dance (E)
- (E) For smooth functioning of the Practical Examination, **Rs 50/-** per student will be reimbursed by SEBA to the Centre. Centre In-charge is not authorised to collect any fee for the Practical Examination from the students (**Annexure – I**).
- (F) For 19 (Nineteen) Practical subjects, the Centre In-charge has to arranged materials as shown in the table (overleaf) before 2 (two) days of holding the Examination. The overall expenses have to be borne from the fund of **Rs 50/- per student** released as advance. Under no circumstances, fee should be collected from the candidates for arranging materials.
- (G) The remuneration of External, Internal Examiner and Grade IV staff shall be paid extra in addition to **Rs 50/- per student**. The remuneration to the External Examiner will be in online mode. After completion of Examination Remuneration bill of External Examiner will have to submit in IS office and DPO/EDP of concerned district will upload the same in the SEBA Portal.

The Fund required for Internal Examiner/Grade – IV/Custodian Fee etc. shall be released in advance along with the Centre Fee of Theory Examination in accordance with the Rates of remuneration, enclosed herewith (**Annexure – II**).

(H) In case of excess candidates, i.e if the centre is unable to accommodate in the Morning or Afternoon shift, then the centre may conduct the examination one or two more additional shifts on the same day of examination within from 9:00 a.m to 4:30 p.m.

(I) The sealed packets/s of Practical Question Paper/Guidelines is/are to be opened on the day of practical Examination by the Practical Examiners in presence of Centre In-charge.

(J) The External & Internal Examiner will jointly enter the secured marks into the ICR cum OMR Marks-foil and subsequently verify its correctness through dictation method. In the same day of the Practical Examination, the Marks-foils will have to be completed and properly sealed in presence of the Centre In-charge.

(K) Attendances of the candidates are to be recorded in both Photo Attendance sheets and Dispatch Register which will be common for both Theory & Practical Examination.

(L) Centre-In-charge (or his/her nominee) will submit both the sealed envelope containing Marks-foils and Photo Attendance sheets at SEBA by hand within 3 days from the completion of Practical Examination without fail. **Do not send it BY POST.**

(M) Internal Examiner should strictly verify the ADMIT Card, so that the examinee will appear in the Practical examination as per the subject given on the ADMIT Card.

(N) For the convenience of all concerned, the Centre In-charge should display the Practical Time Table in an appropriate place of the Centre school and at least one Time Table copy to be distributed among the Heads of the Feeder schools.

(O) SEBA will not provide Blank Answer Scripts for practical Exam. Blank Loose sheets/Chart Papers are to be provided by the Centre to the candidates duly signed by the Internal Examiner subject-wise. *Don't use the Blank Answer Scripts/Additional sheets allotted for the Theory Examination.*

(P) The Answer Book/Answer Sheet of the Practical Examination has to be sent to SEBA after evaluation and recording of marks in OMR Mark foils.



(Nayan Jyoti Sarmah)

Controller of Examinations

Board of Secondary Education, Assam

Guwahati – 21

Annexure : ■ :: Heads of Expenditure against the amount released Rs 50/- per student

Sl. No.	Subject Name	Subject Code	Appointment of		Question Paper/ Guidelines	Internal Arrangement for which Rs 50/- per student is released.
			External Examiner	Internal Examiner		
1	Computer Science(E)	34(P)	No	Yes	Guidelines	At least 10(ten) sets of Computer be in working condition.
2	Home Science(E)	37(P)	Yes	Yes	Guidelines	Requisite materials are cooking items and vegetables, gas stove, plain clothes, ribbons, Scissors, Fresh Flowers etc
3	Garment Designing(E)	40(P)	Yes	Yes	Guidelines	Requisite materials are Measuring Tape, Fabric and Drawing Papers, Pencils, Graph papers, Colours etc.
4	Weaving & Textile Design(E)	39(P)	Yes	Yes	Guidelines	Requisite materials are Jacquard Loom, Silk Yarn, Measuring Tape, Fabric and Drawing Papers, Pencils, Graph papers, Colours etc.
5	Wood Craft(E)	41(P)	Yes	Yes	Question Paper	Requisite materials are, Pieces of woods, Hammer, Chisel, Saw, Measuring Gauge, Iron Jack Plane, Try Square etc.
6	Fine Art(E)	36(P)	No	Yes	Question Paper	Requisite materials are Chart Papers, Pencil, Sketch Pen, Oil Pastel etc.
7	Music (E)	38(P)	Yes	Yes	Question Paper	Requisite materials are Tabla and other relevant musical instruments.
8	Dance(E)	35(P)	Yes	Yes	Question Paper	Requisite materials are Tabla, Khole, Tal Harmonium and audio musical instruments, if required
9	Commerce(E)	55(P)	No	Yes	Guidelines	Report writing by visiting concerned business site, Forms & formalities used for various business transactions, Accounting Formats etc.
10	IT/ITeS NSQF(E)	50(P)	No	Yes	Question Paper	At least 10(ten) sets of Computer be in working condition.
11	Retail Trade NSQF(E)	49(P)	No	Yes	Question Paper	Shelf, trolley, payment machine, concept of hording & Advt. etc.
12	Private Security NSQF(E)	51(P)	No	Yes	Question Paper	Requisite materials are First Aid, Fire extinguisher, Emergency light, Flood Light, Safety Helmet, Cap, Whistle, Medal, Dummy Gun, Display for Traffic Rule, Metal Detector etc.

13	Health Care NSQF(E)	52(P)	No	Yes	Question Paper	Requisite materials are BP instr Thermometer, Wheel chair, We trolley, Hospital bed, Weight m etc.
14	Agriculture & Horticulture NSQF(E)	53(P)	No	Yes	Question Paper	Requisite materials are Agricu Implements, Pesticides sample Machine and other relevant ite relating to identification.
15	Tourism & Hospitality NSQF(E)	54(P)	No	Yes	Question Paper	Requisite materials are geogra Map or any and other relevant
16	Beauty & Wellness NSQF (E)	57 (P)	No	Yes	Question Paper	Requisite material are – Threa Scissors, Powder, Cream, Tail Wax strip/heater/applicator et.
17	Automotive NSQF(E)	59(E)	No	Yes	Question Paper	Requisite material are – differ of the Diesel/Petrol Engine ar relevant items for identificati
18	Electronics & Hardware NSQF(E)	60(E)	No	Yes	Question Paper	Requisite materials are – Dig multimeter, Drill machine, sn magnet, MCB, kit-kat Fuse, s Driver set, Line tester, releva electrical appliances and two Desk tops etc.
19	Animal Health Worker NSQF(E)	61(E)	No	Yes	Question Paper	Requisite materials are – Ear tags/applicators, safety glove kit, Feed ingredient samples, samples etc.



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