



DESIGNED BY
DEPARTMENT OF MEDICAL EDUCATION (OTB)
RAWALPINDI MEDICAL UNIVERSITY RAWALPINDI

STUDENT ASSESMENT MONITORING PERFORMA
OSPE EXAMINATION MONITORING SHEET

Monitoring done by

Module title.....

Class

Exam.....

Subject

Sr. No.	Checklist	Remarks
1.	Exam starting time	
2.	Exam ending time	
3.	Examiner arriving time	
4.	All teachers present at examination point	
5.	Associate Professor present for monitoring	
6.	Facilitation staff present	
7.	Proper and clear marking of OSPE Stations	
8.	Models/cadavers/ equipment available at the OSPE spot	
9.	Roll no list available	
10.	Attendance sheet for students Available	
11.	Students answer books available	
12.	Shortage of answer books	
13.	Water cooler available	
14.	Stool or chair on exam spot	
15.	Timer available	
16.	Students assembly point announced	
17.	Teacher present at assembly point	
18.	Students given initial briefing	
19.	Students reaching OSPE spots in time	
20.	Students bringing writing material	

Comments

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Suggestions

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Actions taken

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Date and time.....

Signature with Name and stamp

Verification by Dean basic Sciences



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STUDENT ASSESMENT MONITORING PERFORMA
THEORY EXAMINATION MONITORING SHEET

Monitoring done by

Module title.....

Class

Exam.....

Subject

Sr. No.	Checklist	Remarks
1.	Exam starting time	
2.	Exam ending time	
3.	Examiner arriving time	
4.	All teachers present at examination point	
5.	Associate Professor present for monitoring	
6.	Facilitation staff present	
7.	Roll no list available	
8.	Attendance sheet for students Available	
9.	Stool or chair on exam spot	
10.	Timer available	
11.	Pen and paper on exam spot	
12.	Water cooler available	
13.	Students reaching in time	
14.	Students given initial briefing	
15.	Question papers available	
16.	Shortage of question papers	
17.	Students answer books available	
18.	Students bringing writing material	

Comments

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Suggestions

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Actions taken

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Date and time.....

Signature with Name and stamp

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STUDENT ASSESMENT MONITORING PERFORMA
VIVA EXAMINATION MONITORING SHEET

Monitoring done by

Module title.....

Class

Exam.....

Subject

Sr. No.	Checklist	Remarks
1.	Exam starting time	
2.	Exam ending time	
3.	Examiner arriving time	
4.	Associate Professor present for monitoring	
5.	Facilitation staff present	
6.	Timer available	
7.	Stool or chair on exam spot	
8.	Pen and paper on exam spot	
9.	Models/cadavers available at the Viva spot	
10.	Roll no list available	
11.	Key for marking Available	
12.	Marks distribution check list available	
13.	Attendance sheet for students Available	
14.	Students assembly point announced	
15.	Teacher present at assembly point	
16.	Students given initial briefing	
17.	Students reaching at the Viva spots in time	
18.	Students Sketch books available	
19.	Students bringing their pens	
20.	Students bringing their gloves	

Comments

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Suggestions

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Actions taken

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Date and time.....

Signature with Name and stamp

Verification by Dean basic Sciences

