



## Examination Section

Ref. No.: SCEM/CoE/2025-2026/QP/692

Date: 02.12.2025

**STRICTLY CONFIDENTIAL**

To,

Anitha D'Silva

Associate professor

RV Institute of Management, Bangalore

**Dear Sir/Madam,**

**Subject: Appointment as a Question paper Setter for Dec 2025/Jan 2026 SEE Examinations (PG)**

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By the direction of Principal, I am pleased to appoint you as a Question paper setter for the subject mentioned below:

**Programme/Branch:** PG / MBA

**Semester:** 3

**Course Code:** MBAMM301

**Last Date for QP:** 09-12-2025

**Course Title:** Sales & Retail Management

You are requested to prepare the question paper in the template shared in the folder with you from **qp.scem@sahyadri.edu.in**

### **INSTRUCTIONS FOR QUESTION PAPER SETTING**

1. Question paper shall have two parts- Part A and Part B. Part A shall contain questions uniformly covering the entire syllabus which sums up 20 marks (7 to 10 questions each carrying 1 to 3 marks) to be set. Part B contains 6 questions in which question from Module I and Module II shall have 20 marks each with no choice and Module III and Module IV shall have two questions each with internal choice for 20 marks each. All questions should be marked with corresponding Course Outcome and Blooms Learning Level along with marks as per the syllabus and model question paper enclosed.
2. Questions shall strictly be from the prescribed books, covering the entire syllabus. There can be a maximum of three subdivisions for each question. Wherever applicable, there shall be a numerical problem for each question.
  - Provide neat sketches as these figures will be scanned directly from the manuscript.
  - Explicitly indicate the figure numbers. Example: To identify the figure pertaining to Question 2 subdivision (c) as Fig. Q2.(c) immediately below it.
  - Give instructions on the issue of hand books, data tables, charts ...etc.



3. Whenever problems are included, make sure to give all the relevant data from the data handbook, to avoid the issue of handbooks/tables/charts etc.
4. In case of any queries please contact Dr. Sudheer Shetty, Controller of Examinations, Mobile No: +91 9986030597.
5. In case you are not in a position to set the question paper please intimate to the same E-mail ID.
6. Ensure that the manuscript of the question paper is uploaded to the google form link: <https://forms.gle/QZ4vsUCJUG342sa79> on or before the said date mentioned above.
7. The remuneration for Question Paper setting is Rs. 1300.00

With Regards  
Controller of Examinations  
Sahyadri College of Engineering & Management, Mangaluru

**Attachments:**

1. Copy of the Syllabus
2. Model Question Paper
3. Question Paper Template
4. Revised Bloom's Taxonomy

**Controller of Examination (COE)**  
Sahyadri College of Engineering & Management  
Adyar, Mangalore - 575 007