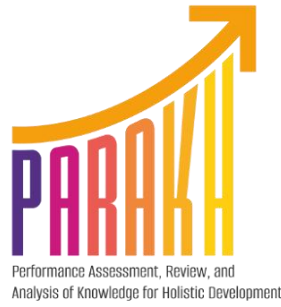




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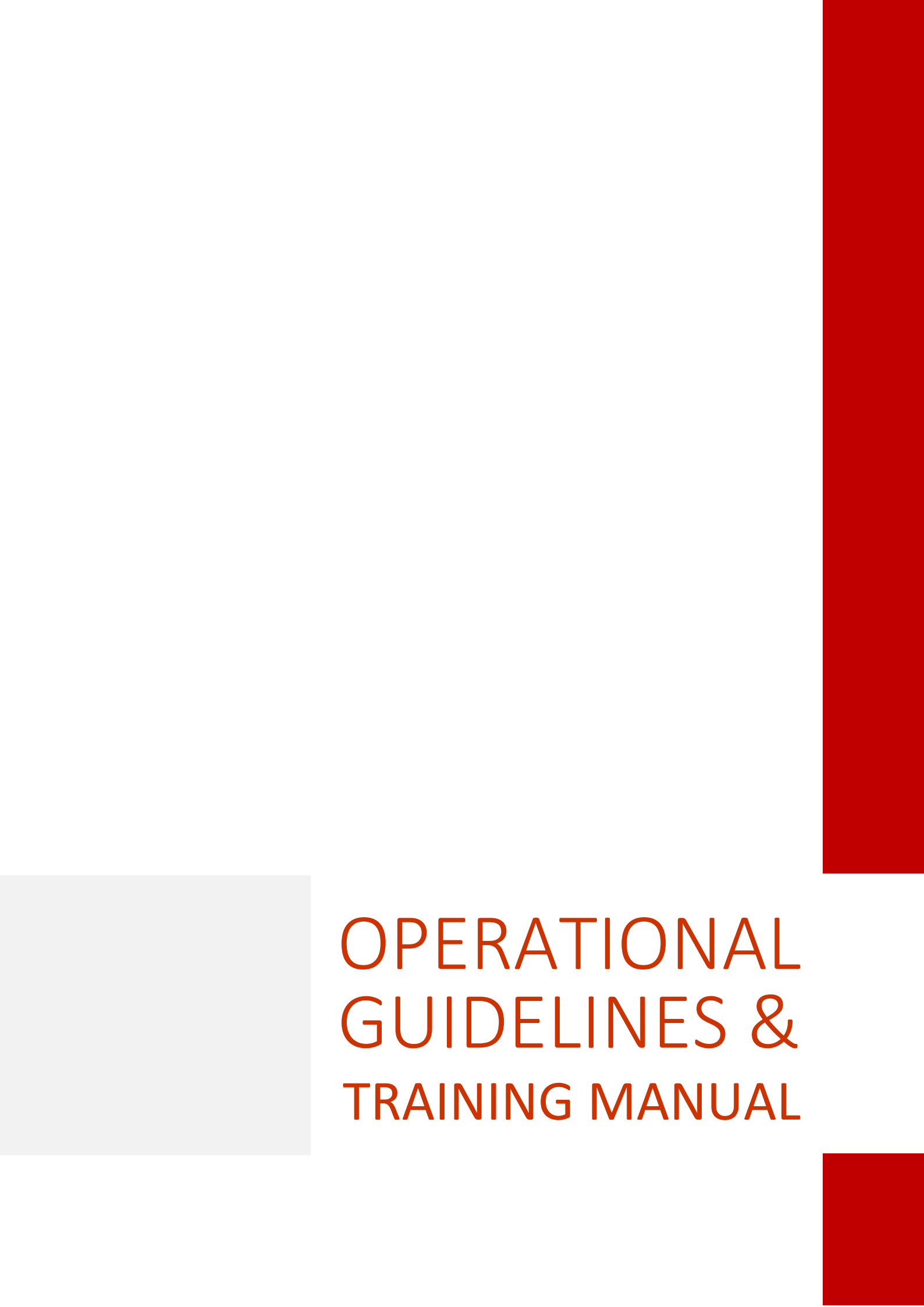


PARAKH RASHTRIYA SARVEKSHAN 2024

Grades III, VI and IX

OPERATIONAL GUIDELINES AND TRAINING MANUAL





OPERATIONAL GUIDELINES & TRAINING MANUAL

Shri Sanjay Kumar
Secretary



Department of School Education
& Literacy,
Ministry of Education
Government of India



MESSAGE

The Operational Guidelines & Training Manual for PARAKH Rashtriya Sarvekshan 2024 is an invaluable resource crafted to support the seamless execution of one of India's most comprehensive educational assessment initiatives. Reflecting the vision of the National Education Policy (NEP) 2020, this manual provides educators and administrators with detailed protocols to ensure standardized, equitable, and accurate assessments across the nation. It is designed to facilitate assessments that are fair, inclusive, and grounded in real learning outcomes.

The manual outlines the logistical and instructional requirements for conducting competency-based assessments that capture students' skills and knowledge across foundational, preparatory, and middle stages of education. These guidelines support a standardized approach to implementing assessments, offering clarity on roles, responsibilities, and protocols for state functionaries. The training manual ensures that all stakeholders involved can contribute to a reliable and effective assessment process that accurately reflects students' learning.

By adhering to the Operational Guidelines & Training Manual, we are reinforcing our collective commitment to building an education system that prioritizes quality, inclusivity, and data-driven improvements.

Shri Anandrao V Patil
Additional Secretary



Department of School Education
& Literacy,
Ministry of Education
Government of India



MESSAGE

The Operational Guidelines & Training Manual for PARAKH Rashtriya Sarvekshan 2024 represents a foundational step toward establishing an effective, standardized assessment process for students across India. As part of the NEP 2020's broader goals, this manual is intended to equip educators and administrators with the tools, protocols, and best practices necessary to conduct assessments that capture student progress in a fair, equitable, and competency-based manner.

This manual serves not only as an operational guide but also as a framework for creating assessments that are reflective of diverse learning contexts, from urban to rural settings, across varying socio-economic backgrounds. It includes specific instructions for handling logistical challenges and ensuring that assessments are accessible to all students, including those with special needs. By implementing the guidelines, we aim to ensure a seamless, accurate, and inclusive assessment process that truly reflects each student's capabilities.

The Operational Guidelines & Training Manual provides a clear roadmap for conducting assessments that yield valuable insights into student learning and areas for improvement. As we implement these guidelines, I am confident that they will foster a structured and inclusive approach to education, ensuring that every learner's progress is accurately assessed and supported.

Foreword

Competency-based assessments are vital to shaping a forward-thinking, dynamic education system. In an ever-evolving world, it's crucial to evaluate the knowledge and skills students acquire at each educational stage. The PARAKH Rashtriya Sarvekshan for Grades 3, 6, and 9 represents a transformative initiative in this direction, closely aligned with the progressive goals set forth by the National Education Policy (NEP) 2020.

Education, from foundational to secondary stages, builds a student's capabilities and potential. NEP 2020 envisions a holistic, skills-oriented, and outcome-focused education system, making regular assessment of students' competencies essential. Within this context, the PARAKH Rashtriya Sarvekshan is a landmark effort to assess, analyze, and elevate the competencies of our students, providing a clear reflection of our education system's progress and areas for growth.

One defining feature of PARAKH Rashtriya Sarvekshan 2024 is its uniform and standardized execution across all Indian districts, ensuring that competency assessment remains accessible and equitable, irrespective of geographical or socio-economic factors. Going beyond traditional examinations, PARAKH offers constructive feedback and fosters continuous improvement, empowering educators, policymakers, and parents with valuable insights into the strengths and challenges within our education system.

The Operational Guidelines & Training Manual for PARAKH Rashtriya Sarvekshan 2024 serves as a comprehensive resource to support smooth implementation. Designed with educators and administrators in mind, it provides detailed protocols, methodologies, and best practices essential for effective, reliable assessment.

PARAKH Rashtriya Sarvekshan 2024 is more than an assessment tool—it represents a steadfast commitment to unlocking the potential of every child in India. Rooted in the belief that education lights the path to a brighter future for our youth and society, this initiative calls upon educators, policymakers, and stakeholders to work together in reshaping the educational landscape of our nation. Together, let us embrace this transformative effort and strive toward a future where every student reaches their fullest potential.

Prof. Dinesh Prasad Saklani

Director

National Council of Educational Research and Training
New Delhi, India

Preface

Competency based assessments are the cornerstone of educational progress and reform. In our rapidly changing world, it is essential to measure the knowledge and skills acquired by students at various stages of their educational journey. The PARAKH Rashtriya Sarvekshan for Grades III, VI, and IX stands as a pivotal initiative, aligning itself with the transformative goals outlined in the National Education Policy (NEP) of 2020.

Education is a journey encompassing foundational, preparatory, middle and secondary stages, each playing a critical role in shaping a student's capabilities and potential. NEP 2020 envisions a holistic, skill-oriented, and outcome-driven education system, emphasizing the importance of regularly assessing students' competencies. In this context, PARAKH Rashtriya Sarvekshan shines as a beacon of educational reform, designed to assess, analyse, and enhance the competencies of our young minds.

One remarkable feature of PARAKH Rashtriya Sarvekshan 2024 is its uniform and standardized implementation across all districts in India, ensuring equal opportunities for competency assessment regardless of geographic or socio-economic disparities. PARAKH Rashtriya Sarvekshan goes beyond mere examinations; it offers constructive feedback and continuous improvement opportunities, empowering educators, policymakers, and parents with insights into our education system's strengths and weaknesses.

The Operational Guidelines & Training Manual provided here is a valuable resource to support the seamless implementation of PARAKH Rashtriya Sarvekshan 2024. It offers detailed guidance to educators and administrators, outlining the protocols, methodologies, and best practices necessary for effective assessment.

In conclusion, PARAKH Rashtriya Sarvekshan is more than an assessment tool; it embodies our commitment to nurturing every child's talent and potential in our nation. It signifies our belief that education is the key to a brighter future for our youth and society as a whole. Let us embrace this transformative endeavor collectively, for it is through the efforts of educators, policymakers, and stakeholders that we can reshape our nation's educational landscape. May PARAKH Rashtriya Sarvekshan 2024 lead us to a future where every student reaches their full potential and every learner contributes to an "Aatma Nirbhar Bharat".

Prof. Indrani Bhaduri
CEO & Head, PARAKH and Head, ESD
NCERT, New Delhi

Acronyms

AT	Achievement Test
CBSE	Central Board of Secondary Education
CWSN	Children with Special Needs
DLC	District Level Coordinator
DEO	District Education Officer
DIET	District Institute of Education and Training
DLMTs	District Level Master Trainers
DR	District Report
DPC	District Project Coordinator
ESD	Educational Survey Division
FAQs	Frequently Asked Questions
FI	Field Investigator
HI	Hearing Impairment
ID	Intellectual Disability
LD	Locomotor Disability
NCERT	National Council of Educational Research and Training
OMR	Optical Mark Recognition
OthD	Other Disabilities
PARAKH	Performance Assessment, Review, and Analysis of Knowledge for Holistic Development
PMU	Project Management Unit
PQ	Pupil Questionnaire
RCC	Resource Custody Centre
RS	Random Start
SCERT	State Council of Educational Research and Training
SI	Sample Interval
SIE	State Institute of Education
SPD	State Project Director
SQ	School Questionnaire
SS	Samagra Shiksha
S&LD	Speech & Language Disability
SLCs	State-Level Coordinators
SLMTs	State-Level Master Trainers
TQ	Teacher Questionnaire
UDISE	Unified District Information System for Education
UT	Union Territories
VI	Visual Impairment

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PARAKH Rashtriya Sarvekshan 2024

Since 2001, the National Council of Educational Research and Training (NCERT) has been conducting nationwide achievement surveys, initially known as the National Achievement Survey (NAS), to gain insights into the state of school education in India. Now evolving into PARAKH Rashtriya Sarvekshan, 2024 this assessment is a comprehensive assessment managed by the National Assessment Centre PARAKH (Performance Assessment, Review, and Analysis of Knowledge for Holistic Development), located within NCERT. Like the previous NAS, PARAKH assesses schools as whole entities, emphasizing the overall health of the education system in each district, including government, government-aided, and private institutions.

PARAKH Rashtriya Sarvekshan 2024 is crafted to offer comprehensive analyses of India's educational advancement, specifically aligned with the objectives set forth in the National Education Policy (NEP) 2020. Scheduled on 4th December, 2024, PARAKH Rashtriya Sarvekshan 2024 aims to evaluate the progress of learners in the Foundational, Preparatory, and Middle stages of education, providing valuable insights into their development. Samples for assessing the foundational level will be drawn from grade 3, for the preparatory level from grade 6, and for the middle stage from grade 9. Employing a blend of paper-based assessments and OMR technology, the initiative strives to harmonize with the competencies delineated in the National Curriculum Framework across the foundational, preparatory, and middle stages of education.

Features of PARAKH, Rashtriya Sarvekshan 2024

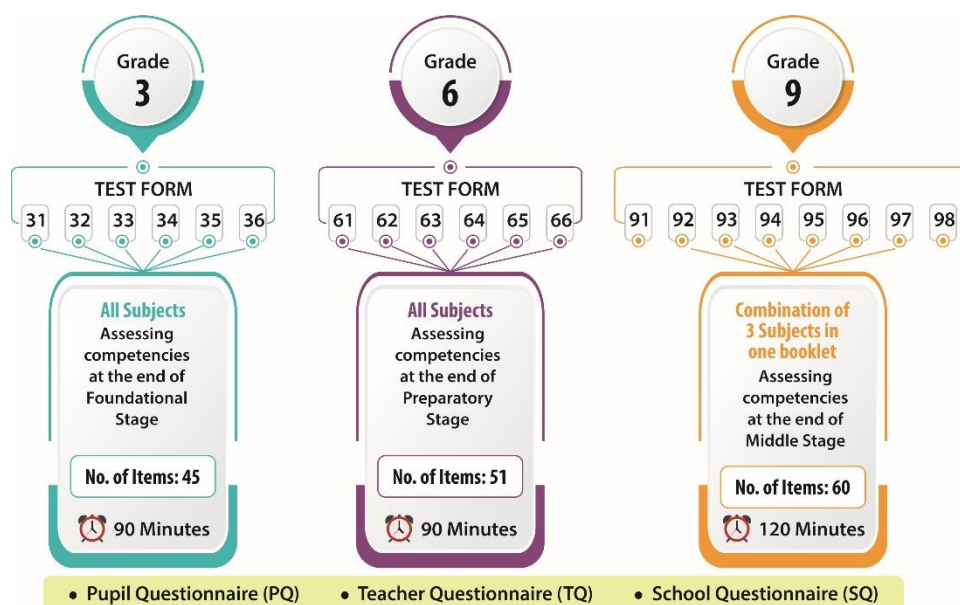
- PARAKH Rashtriya Sarvekshan is scheduled for 4th December 2024.
- It targets students at the end of Foundational, Preparatory, and Middle stages of education (grades 3, 6 and 9) to improve learning standards.
- It operates at the district level, providing insights into student progress.
- The survey covers competencies from the foundational, preparatory, and middle stages of education.
- The survey uses a paper-based approach with OMR technology.

PARAKH Rashtriya Sarvekshan, 2024 Assessment Areas

In the PARAKH Rashtriya Sarvekshan 2024, the assessment areas will include foundational stage competencies for end of foundational level, Language, Mathematics, and The World Around Us (TWAU) for the preparatory levels, organized into six booklets for each level. For

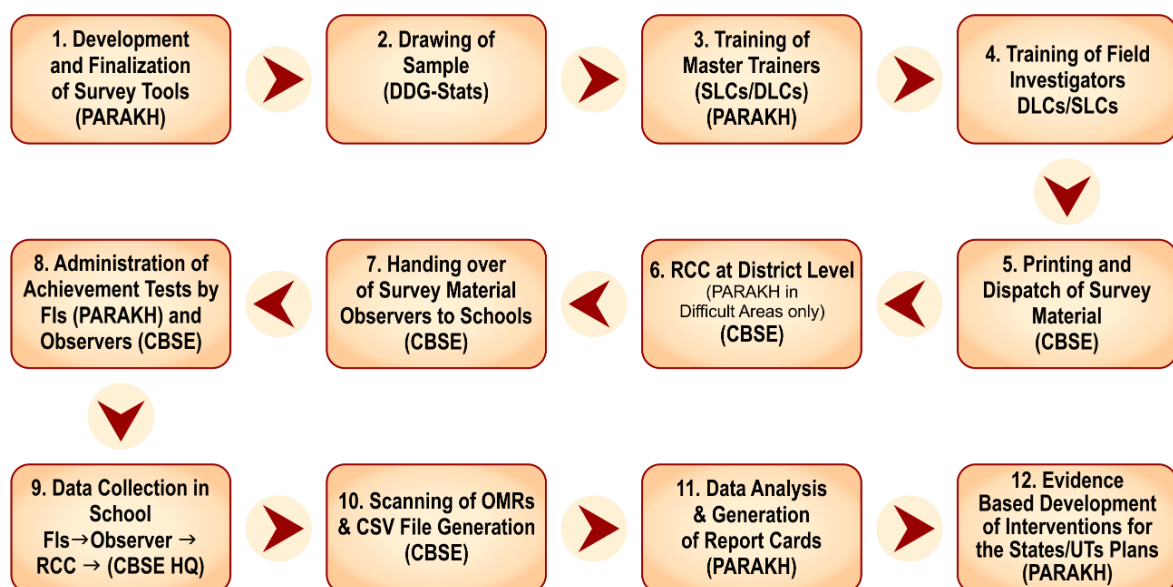
the middle level, the assessment areas will encompass Language, Mathematics, Science, and Social Science, with eight booklets.

The assessment duration for grades 3 and 6 will be 90 minutes, while for grade 9, it will be 120 minutes. Furthermore, to gain insight into the factors influencing learning, students' contextual and school background information will be collected through three questionnaires – the Teacher Questionnaire (TQ), School Questionnaire (SQ), and Pupil Questionnaire (PQ).



Internationally recognized technical standards and best practices are being rigorously adhered to during the planning, design, and execution of the PARAKH Rashtriya Sarvekshan to guarantee its durability and long-term viability. PARAKH is actively collaborating with various states and stakeholders to reinforce and ensure the prompt implementation of this crucial educational initiative.

Steps in PARAKH Rashtriya Sarvekshan 2024



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Roles and Functions of Different Institutions/Functionaries involved in survey

Team Structure

The PARAKH, Rashtriya Sarvekshan, 2024 operates through a structured hierarchy of roles and responsibilities. At the national level, PARAKH NCERT and CBSE, jointly led by the Ministry of Education, leads the PARAKH, Rashtriya Sarvekshan at the national level while at the state level SPDs/SCERTs/SIEs/DIETs will providing the necessary guidance and support for its implementation at district level. The roles and functions of each of the institutions / functionaries have been explained and defined in this manual.

RESPONSIBILITIES OF PARAKH NCERT

The national leadership for the implementation of the PARAKH Rashtriya Sarvekshan is spearheaded jointly by the Ministry of Education (MoE) and the PARAKH, NCERT. The pivotal role in executing the PARAKH Rashtriya Sarvekshan on a national scale is entrusted to National Assessment Centre PARAKH. The CEO & head of PARAKH assumes the position of National Coordinator, receiving support from NCERT's faculty and project staff. The roles and functions of the national team are to:

1. Hold consultations at national level to finalize the objective, policy decisions and design; develop sampling framework and manual.

2. Hold consultations with state institutions to reach an agreement and inform the assessment criteria and development of assessment framework;
3. Build capacity at the State/UT level by training a cadre of State Level Master Trainers. The State Level Master Trainers will in turn train the district level functionaries for implementation of PARAKH Rashtriya Sarvekshan 2024;
4. PARAKH in consultation with State Level Coordinators will appoint PARAKH -District level coordinators (DLCs) for the training of field investigators.
5. Develop the survey tools (Achievement Tests; Questionnaires – Pupil (PQ), Teacher (TQ) and School (SQ); OMR sheets; Operational Guidelines-cum-Training Manual; and student sampling protocol as per the agreed assessment framework;
6. Facilitate translation and linguistic control of tests in Hindi and regional languages (Medium of Instruction) with the help of States;
7. Conduct field trial, review and quality assurance of PARAKH Rashtriya Sarvekshan 2024 tests and questionnaires;
8. Draw the sample and provide the list of sampled and replacement schools for each district to all States/UTs for the main survey with the help of DDG (stats);
9. Develop National, State and District Report Card (DRC) templates;
10. Establish a Control room at the National Assessment Centre PARAKH to:
11. Address all queries related to PARAKH Rashtriya Sarvekshan 2024 within 24 hours with documentation.
12. Be functional for 24 hours, five days before the day of the Assessment.
13. Respond to queries received at [**parakh.nac@gmail.com**](mailto:parakh.nac@gmail.com).
14. Monitor test administration in the schools on the day of Assessment; National Level Observers & experts for evidencing PARAKH Rashtriya Sarvekshan shall be appointed by Ministry of Education and PARAKH -NCERT.
15. Develop District, State and National Reports and Policy briefs;
16. Develop an action plan to facilitate implementation of quality interventions based on PARAKH Rashtriya Sarvekshan 2024 findings.

RESPONSIBILITIES OF CBSE

the CBSE will work as Test Administrator and will be responsible for printing & logistics of Assessment Tools as per the blue print provided by PARAKH-NCERT and operational aspects of the Sarvekshan.

1. The CBSE will undertake appointment, training & payment of -
 - **Regional Coordinators (RCs)** from amongst the Regional Directors/officers to coordinate with PARAKH State Authorities (SLC, DLC- PARAKH) for appointment & training of DLCs – CBSE for smooth conduct of the Sarvekshan.
 - **The District Level Coordinators (DLCs)-CBSE** for each district from amongst the Principals of CBSE Affiliated schools for coordination with the Regional Coordinators, DLC-PARAKH & appointment & Training of Observers as well as for safe storage and distribution/collection of the Sarvekshan materials.
 - **The Observers in each school** under Sarvekshan from amongst the Principals, Vice-Principals & Teaching Staff of CBSE Affiliated Schools to be appointed by DLCs-CBSE and responsible for assisting the smooth conduct & monitoring of Sarvekshan.
 - **Board Representative** from amongst from the officials of the Board, other educational/Administrative bodies as well as Principals/Vice Principals & Teaching staff of CBSE Affiliated Schools and responsible for fair conduct of Sarvekshan.
2. The CBSE will also be making the logistic arrangement of the Sarvekshan tools and collection of post conduct Sarvekshan materials.
3. The National Assessment Centre PARAKH will provide expert support to CBSE for proofreading survey questionnaires in multiple languages, ensuring accuracy and quality.
4. The CBSE will manage the printing of OMR sheets, survey questionnaire booklets, and other necessary formats.
5. Planning and organization of printing will be done according to the medium of instruction and student numbers in sampled schools, based on a list provided by DDG (Stats).
6. The CBSE will oversee the appointment of Resource Centre Custodians to ensure secure handling of materials.
7. The CBSE will also appoint, train and make payment to the Regional Coordinators (RCs), Observers, District Level Coordinators (DLCs-CBSE)/custodians and Board representatives for smooth conduct of Sarvekshan.
8. Scanning of OMR sheets and maintaining data secrecy after the conduct of the survey and provide Data to the PARAKH-NCERT in the desired format for further processing at their end.
9. CBSE will serve as a national-level observer during the final survey, Monitoring the administration of the test in the sampled schools at district level on the day of

Assessment.

10. CBSE will ensure packaging of the survey material (Packets of Achievement Tests should be sealed separately) as per medium of instruction verified for each sample school as on next page:

CLASS-WISE (FOR ONE SCHOOL) QUANTITY OF SURVEY MATERIAL

Survey Material		Number of Material		
		Class III	Class VI	Class IX
Control Sheet		1	1	1
Achievement Tests	Test Form-31	5	–	–
	Test Form-32	5	–	–
	Test Form-33	5	–	–
	Test Form-34	5	–	–
	Test Form-35	5	–	–
	Test Form-36	5	–	–
	Test Form-61	–	5	–
	Test Form-62	–	5	–
	Test Form-63	–	5	–
	Test Form-64	–	5	–
	Test Form-65	–	5	–
	Test Form-66	–	5	–
	Test Form-91	–	–	4
	Test Form-92	–	–	4
	Test Form-93	–	–	4
	Test Form-94	–	–	4
	Test Form-95	–	–	4
	Test Form-96	–	–	4
	Test Form-97	–	–	4
	Test Form-98	–	–	4
Questionnaires	Pupil (PQ)	30	30	30
	Teacher (TQ)	3	3	4
	School (SQ)	1	1	1
OMR Sheets	Achievement Tests	30	30	30
	PQ	30	30	30
	TQ	3	3	4
	SQ	1		

Note: If the medium of instruction in the sampled school is more than one the quantum of material given in above table will increase proportionally.

RESPONSIBILITIES OF STATES/UTs- SCERT/SIEs

1. Finalizing the translations of booklets & questionnaires.
2. Finalizing the list of Master Trainers at the State level.
3. Finalizing the list of DLCs/Master Trainers at the District level.
4. Issue instructions to DLCs-PARAKH & Schools to ensure support in Sarvekshan
5. Extend required support to CBSE in the conduct of the PARAKH Rashtriya Sarvekshan 2024 including establishment of RCC and nomination of DLC-CBSE & observers in remote & difficult geographical districts/areas/terrains where the CBSE does not have adequate representation. The payment to these functionaries will however be made by CBSE.
6. Finalizing the list of Field Investigators (FIs).
7. Training of DLCs in collaboration with PARAKH.
8. Training of FIs in collaboration by DLCs (trained by PARAKH)

RESPONSIBILITIES OF STATES/UTs- SAMAGRA SHIKSHA

The state level coordinators will be SPD, Samagra Shiksha and Director SCERT/ Principal SIE. The state level coordinators will appoint State Level co-coordinator/Master trainer for smooth functioning of the survey.

1. SPD Samagra Shiksha will be responsible for timely release of funds as and when required.
2. SPD Samagra Shiksha will coordinate in training of District Level Coordinators for each district with SCERT.

RESPONSIBILITIES OF DISTRICT LEVEL COORDINATORS (DLCs-PARAKH)

1. Extend required support to CBSE in the conduct of the PARAKH Rashtriya Sarvekshan 2024 including nomination of DLC-CBSE & observers in remote & difficult geographical districts/areas/terrains where the CBSE does not have adequate representation. The payment to these functionaries will however be made by CBSE.
2. Ensure that school wise bundle containing the required PARAKH Rashtriya Sarvekshan test material (Test and questionnaires) is safely handed over to observers of sampled schools before 3 days of the Day of the Assessment.
3. Ensure that a confidentiality agreement letter signed by the observer before handing over the PARAKH, Rashtriya Sarvekshan 2024 test material.

4. Ensure that at least 15 additional field investigators were trained and stand ready in case of absence of selected Field Investigators.
5. Ensure that all the selected Field Investigators attend the training workshop for test administration. Only those FIs who have attended the training workshop can visit the sampled schools for Survey activities.
6. The training of Field Investigators is aimed to explain in detail the procedure to administer the test, selection procedure of section and students (if there are more than one section in a class and more than 30 students in a section/class), sitting plan, distribution of tools and their administration.
7. Explain that the teacher questionnaire has to be filled up by all the concerned subject teachers teaching sampled students (if a teacher is teaching more than one subject then he/she has to fill only one teacher questionnaire) and the school questionnaire by the Head Teacher/principal of the school.
8. Disburse payment as per State/NCERT norms to the Field Investigators immediately after receiving the bills & vouchers in original and after completion of the assigned task satisfactorily.
9. Share the detailed statement of expenditure with bills and vouchers in original and a brief survey report (field administration) to the State Coordinator (SCERT)
10. Ensure the implementation of all the processes for PARAKH Rashtriya Sarvekshan in the state as per the checklist provided.
11. Ensure all survey material, used and unused is kept securely at least for three months.

RESPONSIBILITIES OF DISTRICT LEVEL COORDINATOR (DLC-CBSE)

The DLC-CBSE is a key functionary responsible for ensuring the smooth conduct of the PARAKH RASHTRIYA SARVEKSHAN-2024 at the district level. The DLC-CBSE acts as a liaison between the Central Board of Secondary Education (CBSE), Regional Coordinators (RCs), Observers, and Board Representatives as well as the DLC-PARAKH (to be appointed by PARAKH-NCERT) & other state functionaries appointed for the survey.

Pre-Examination Duties

1. Appointment of Observers from amongst VP/PGT/TGT/PRT of CBSE affiliated schools/other academic institutions having absolute integrity including some additional number of observers identified & trained to meet any shortfall due to sudden unavailability of observers already appointed to cover different Blocks/areas

of the district for sample schools survey.

2. Conduct of multiple online training sessions & one offline briefing meeting at the school for Training (Online/Offline) of Observers.
3. Act as the main point of contact between Regional Coordinators, CBSE & Observers in the district also to coordinate with DLC-PARAKH to be appointed by PARAKH – NCERT.
4. Organize and convene a mandatory pre-Survey briefing meeting at school on 3rd December, 2024 at 10:00 AM.
5. Coordinate with the Regional Coordinator, Observers, and Board Representatives to discuss survey procedures and disseminate necessary information & training.
6. Ensure the presence of all key personnel such as all Observers & Board Representatives in the meeting where observers are informed about their sample schools, FIs and also once again about their role & responsibilities.
7. Provide detailed information about the custodian of the confidential materials to the observer and brief about transportation of materials on the day of survey.
8. Informed all the observers about their sample school, venue & time of distribution and collection of survey material.

Survey Day Duties (4th December 2024)

1. Oversee the distribution of survey materials to the respective examination centres through observers. Please ensure that material distribution starts early in the morning of the day of survey, so that observer may collect material and reach the sample school in time.
2. Ensure coordinate so that these materials are handled & transported securely and are delivered on time by observers.
3. Ensure that all preparations are in place to start the survey on time at all centres.
4. Supervise the conduct of the survey and provide assistance as required to other functionaries.
5. Address any issues or concerns promptly to ensure a smooth examination process.

Post-Examination Duties

1. Collection back of the survey material as per packing instructions from the observers after the survey.

2. Oversee the packing and sealing of all examination materials after the collection of the survey as per instructions.
3. Ensure the secured handover of sealed materials to the designated CBSE officials/agencies as per instruction to be conveyed in due course of time.
4. One sticker to be pasted on the trunk in which material is to be brought back the OMR Sheets from DLC-CBSE.
5. Ensure that ONLY the OMR and observation tools such as control sheet, monitoring Proforma & filed notes for observers & field Investigator (FIs) are sent to CBSE, when collected by CBSE official/agency to be kept in trunk (s) and keys to these keys to be handed over to the Board Representative on duty.
6. Used/unused text booklets are not to be sent to CBSE & must be kept in safe custody till further instructions in this regard.
7. Submit a detailed report on the conduct of the survey to the CBSE through district note for DLC-CBSE.
8. Submit claims regarding remuneration as per CBSE norms.
9. Ensure that the personal details, photographs, signatures, Bank Details etc. are provided correctly.

General Responsibilities

1. Work closely with the Regional Coordinators & CBSE-appointed **Board Representative** and cooperate with them in managing local-level requirements such as observer appointments, logistics, and security.
2. Maintain **strict confidentiality** regarding all survey materials and processes.
3. Ensure that no sensitive information is shared or mishandled.
4. Make **advance planning** for transportation and distribution of examination materials to avoid delays in case of exigencies.
5. Keep the mobile number registered with Regional Coordinators & CBSE active and respond promptly to all instructions or updates provided via SMS or email or any other communication made.

Important Notes

- Ensure that all OMR sheets and observation tools such as monitoring proforma, Field Notes, Control Sheets of all the sample schools are packed as per the instructions in one or more trunks as the needs may be. After locking the trunks, the keys must be handed over to the Board Representative, who will bring and deposit them at the PE Unit.
- One sticker mentioned used OMR with District name & Name of DLC CBSE or DLC(PARAKH) must be pasted on all these trucks in which OMRs and observation tools are packed.
- Any remaining materials including used/unused survey booklets should be kept in your safe custody until further instructions are provided by the Board.

RESPONSIBILITIES OF RESOURCE CENTRE CUSTODIAN (RCC)

1. The Resource Custody Centre/Custodian (RCC) is either appointed by CBSE or by PARAKH (in remote/difficult geographical districts/areas where CBSE does not have adequate representation) at the district level at District Magistrate/Deputy Commissioner offices or District Education Officer offices. However, as per the convenience of the States and UTs flexibility is allowed in choosing RCC locations, considering factors such as security, accessibility, and suitability for storing assessment materials.
2. The RCC is responsible for storing and safeguarding all test materials at the district level.
3. The RCC ensures the timely distribution of test materials to the school observers.
4. The RCC maintains an accurate inventory of all materials and ensures their return to the central authority after use.
5. The RCC serves as a communication point between CBSE and district-level stakeholders.

RESPONSIBILITIES OF OBSERVERS AT THE SCHOOL LEVEL

The Observers have a vital role to play in ensuring the integrity and smooth functioning of the PARAKH RASHTRIYA SARVEKSHAN 2024. The primary responsibility of the observer is to monitor the assessment process in sampled schools and ensure adherence to the guidelines.

1. The observer for each school is appointed by the Central Board of Secondary Education (CBSE). SLC/DLC-PARAKH is responsible for the nomination of observers in remote/difficult geographical districts/areas where CBSE does not have adequate

representation.

2. On the day of the survey, the observer must report to the designated school, equipped with all necessary test materials, ensuring punctuality and preparedness.
3. The observer is responsible for ensuring that the survey is executed precisely in accordance with established protocols and guidelines, thereby maintaining a standardized process.
4. The observer must supervise the proper handling, administration, and secure collection of all test materials, ensuring that no discrepancies occur during this process.
5. The observer should coordinate closely with Field Investigators (FIs) and the District Level Coordinator (DLC) both prior to and on the day of the survey to ensure seamless communication and efficient execution.
6. Any irregularities, challenges, or issues encountered during the survey must be promptly reported to the DLC for immediate resolution.
7. The observer must report any district-level issues or important feedback to CBSE, facilitating necessary adjustments or improvements.
8. It is essential for the observer to ensure the integrity of data collection, storage, and reporting processes, safeguarding the accuracy and security of survey information.
9. The observer serves as a communication point between CBSE and district-level stakeholders, facilitating effective information flow and collaboration.

Activity Schedule for Observer for 4th December 2024

S. No.	Tasks	Details	Timing
1	Collection from DLC Distribution Center	Report to DLC Distribution Center and collect the sealed packets (Center Bag), for the assigned sample school. Sign CHALLAN summary	05:30AM Onwards or as per field situation
2	Reporting to Sample schools	Report to assigned sample school and meet school head with LOA	Before School Assembly
3	Sampling of Section & Students	Collect Student attendance Register and conduct sampling of Section & Students and as per instruction on the back of Control Sheet with the help of FI	After School Assembly

4	Pre-Distribution Instructions	Supervise seating of the students in order of Student ID. Keep things ready for distribution of test booklets as per the Control Sheet. Explain them the methods for filling the OMRs and general instructions relating AT and PQ.	Before the start of Assessment Test (AT)
5	Booklets Distribution	Distribute the AT booklets to the students, as per the Control Sheet	After all arrangements are done
6	Proctoring & Invigilation	Invigilate the test and ensure no cheating or malpractice take place. DON'T PENALIZE STUDENTS	During the Test
7	Collection of AT OMRs	Collect the OMRs for the ATs. Count and pack after checking that the OMRs are filled completely. For Grade 3 get the OMR filled by the FI or yourself	After completion of Assessment Test
8	Distribution of PQ	Give PQ to all students Grade 3, 6 & 9 for attempting. PQ for Gr-3 be filled up in interactive mode. Get the SQ & TQ filled by the principal & subject teachers in the meantime	After the AT is over
9	Counting and Packing	Count all the filled OMRs and verify that all OMRs for each surveyed student has been collected. Verify the secure collection and packing of all the test materials as per instruction.	After the AT/PQ/TQ & SQ are filled & over
10	Submission to DLCs	Submit packed materials to DLC-CBSE distribution center. The time is indicative and may vary depending upon travel time involved	After Packing as per procedure

RESPONSIBILITIES OF NATIONAL LEVEL OBSERVERS

1. National Level Observers are appointed by the National Assessment Centre PARAKH at the state level.
2. They will monitor survey activities across multiple districts to ensure compliance with national standards.
3. Observers will collect and report real-time feedback to the Ministry of Education and PARAKH for necessary interventions.
4. Observers act as a point of escalation for any district-level issues.
5. They will validate the reliability and fairness of test instruments and results.

RESPONSIBILITIES OF NATIONAL LEVEL EXPERTS

1. Appointed by the Ministry of Education (MoE) and National Assessment Centre PARAKH, National Level Experts consist of eminent personalities in the field of education and assessment.
2. They will oversee the overall quality of the survey process and methodology to ensure alignment with global and national standards.

3. They will validate the reliability, accuracy, and fairness of test instruments and the resulting data.
4. Based on their observations and analysis, the experts offer recommendations for enhancing future survey processes and methodologies.

RESPONSIBILITIES OF FIELD INVESTIGATORS

The Field Investigator should preferably be a DIET student. If the states have no or a smaller number of DIET trainees, they can select the FIs from B.Ed./M.Ed. trainees from government colleges, B.Ed./M.Ed. trainees from Private Teacher Education Institutes (TEI), retired school teachers, postgraduate students, Grade 11 students and trained teachers not working in schools in the given order. The Field Investigator should complete the administration of all tests in all grades on the day of assessment. Details of the role are state below:

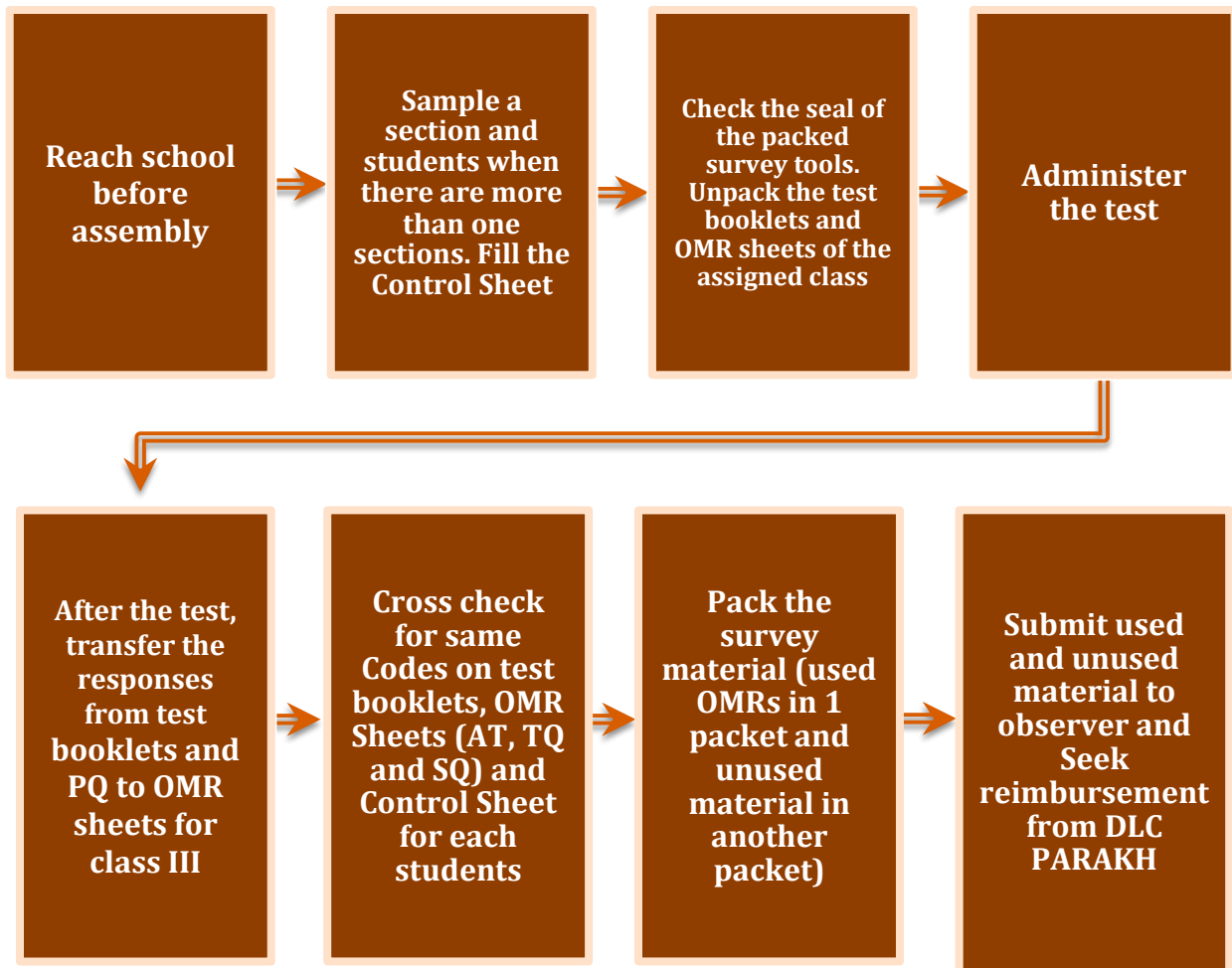
1. FI would coordinate with the Observer / DLC for conduct of PARAKH Rashtriya Sarvekshan 2024 as per SoP.
2. Reach school before assembly
3. Ensure that the achievement test package is sealed and that the seal is not broken. Open the package on the Day of Assessment. If the seal is broken, report immediately to District Coordinator and mention in the Control Sheet as well. However, continue to administer the tools.
4. Carry out section and student sampling with the help of sampling sheet.
5. Fill Control Sheet.
6. Administer the tests to students of grades III/VI/IX as per procedures mentioned in the test booklet and during the trainings.
7. FIs to follow the directions given in the test booklets. She/He should instruct the students to read the passage silently by themselves.
8. They must explain how to mark responses in the test booklet for grade III.
9. They must explain how to mark responses in the OMR sheets for grade VI and IX.
10. For grade III, fill the student information on Test Forms and OMR sheet and Transfer students' responses from test booklet and PQ to OMR sheet.
11. On the day of the assessment, meet with the principal of the concerned school and the teachers who teach Grades 3, 6 and 9, and complete the filling of the school and teacher questionnaires along with Administration of Test booklets and PQ.
12. After the test, materials should be packed as instructed.
13. Pack all the used OMR in a separate envelopes grade-wise.

14. The OMR should not be folded.

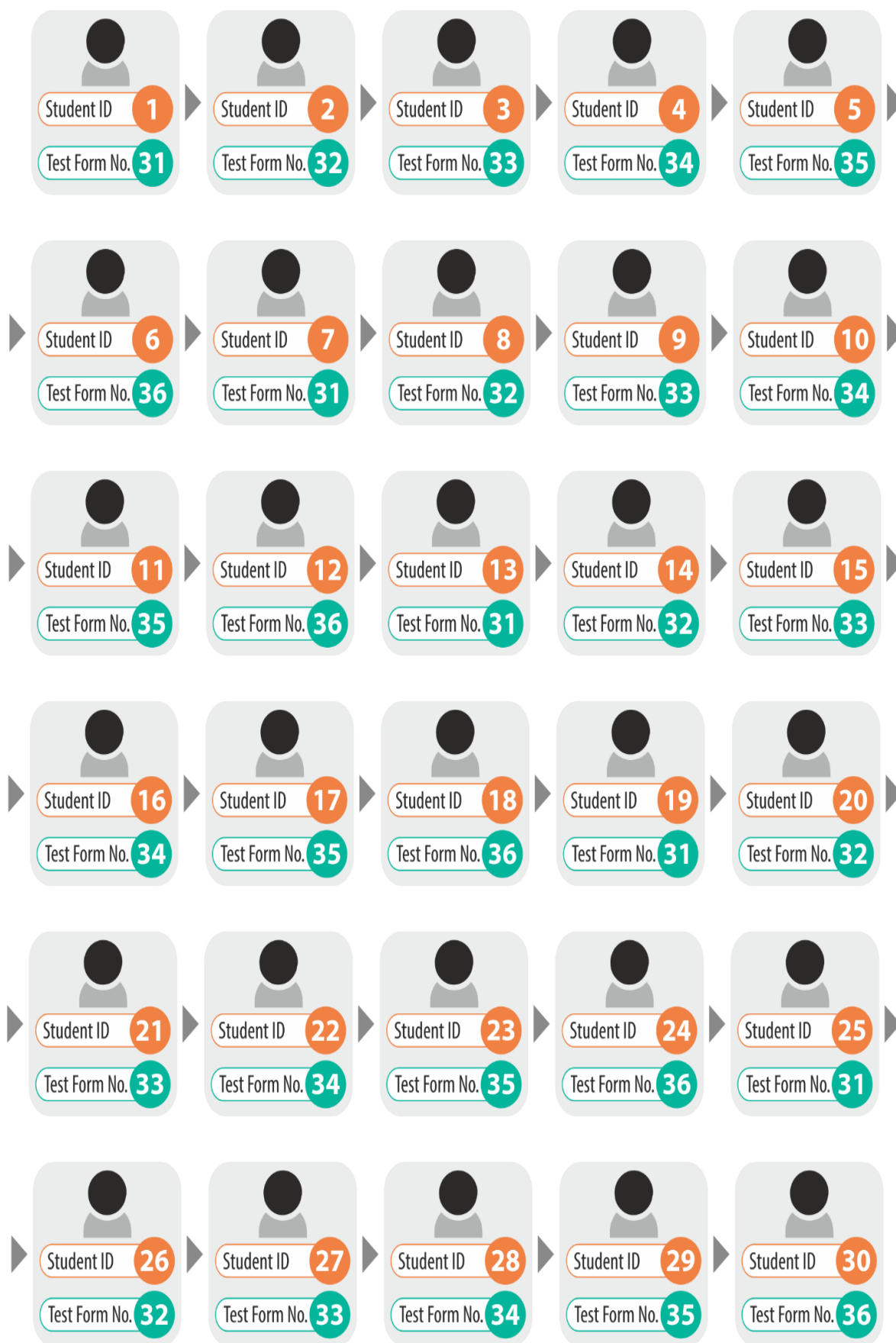
15. The unused OMRs and the used and unused test material are to be packed separately in one envelope.

16. The administration of the survey tools is to be completed in the school as per the schedule provided by the district coordinator.

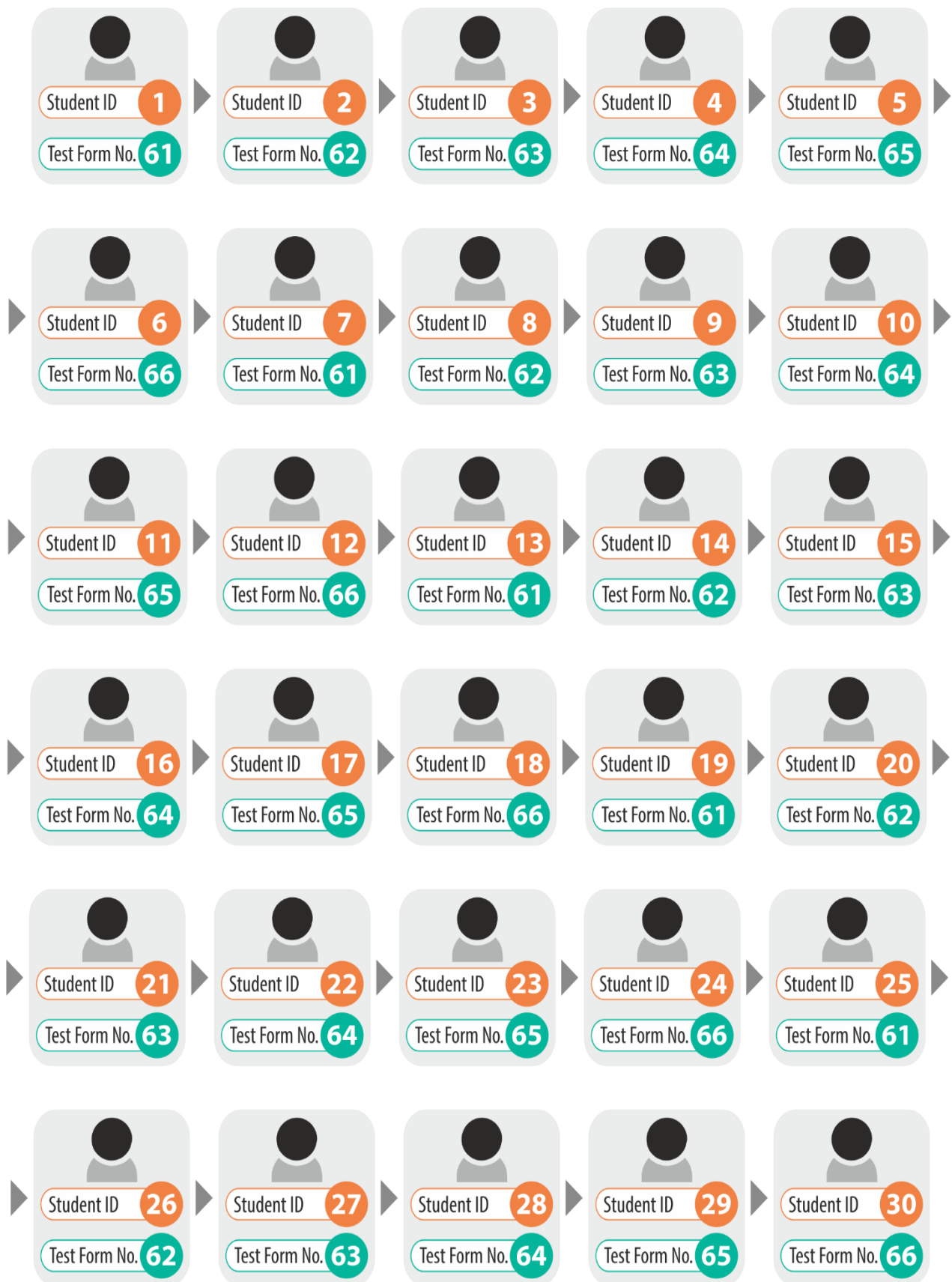
Field Investigator: Activities on the Day of Assessment



SITTING PLAN AND DISTRIBUTION OF TEST FORMS FOR CLASS III SAMPLED STUDENTS

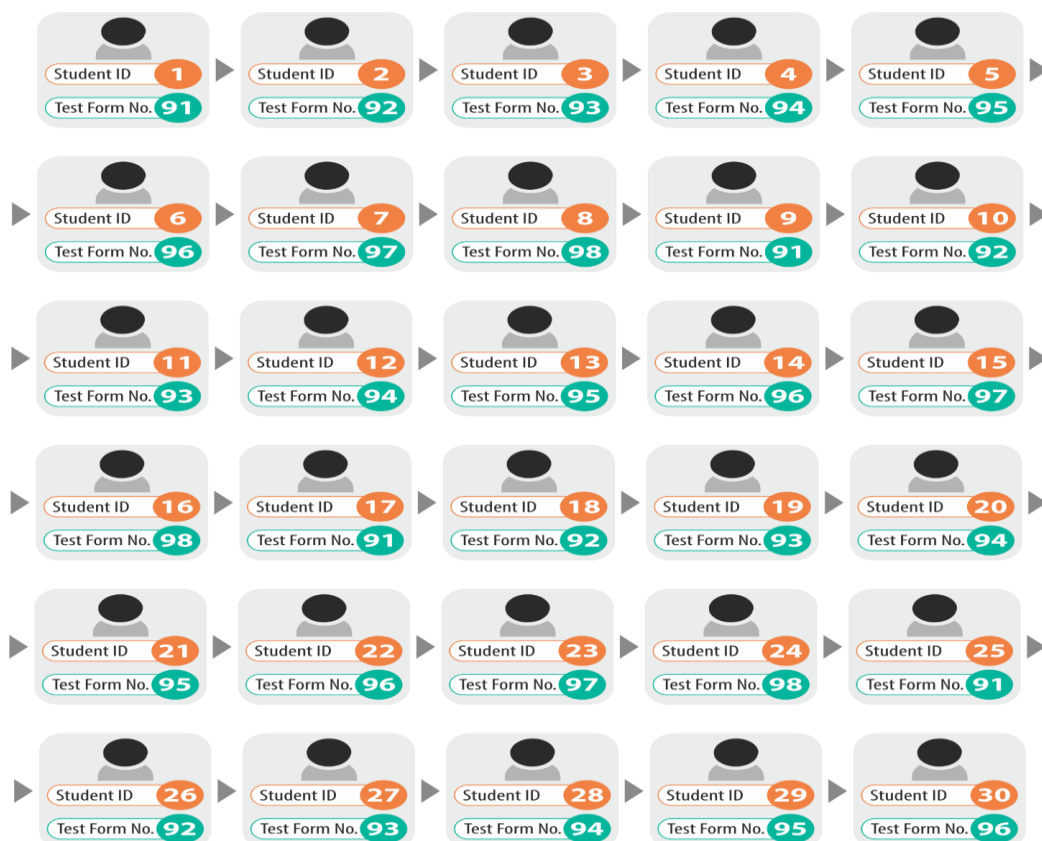


SITTING PLAN AND DISTRIBUTION OF TEST FORMS FOR CLASS VI SAMPLED STUDENTS

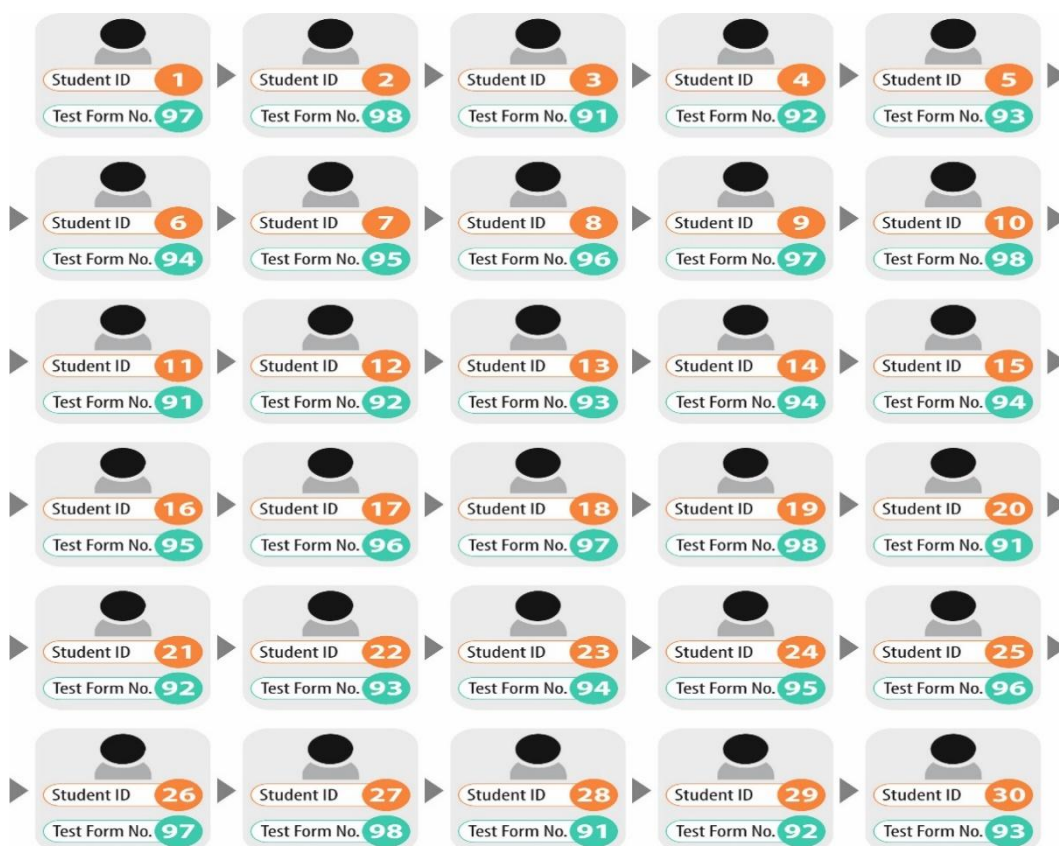


SITTING PLAN AND DISTRIBUTION OF TEST FORMS FOR CLASS IX SAMPLED STUDENTS

School 1



School 2



And so on...

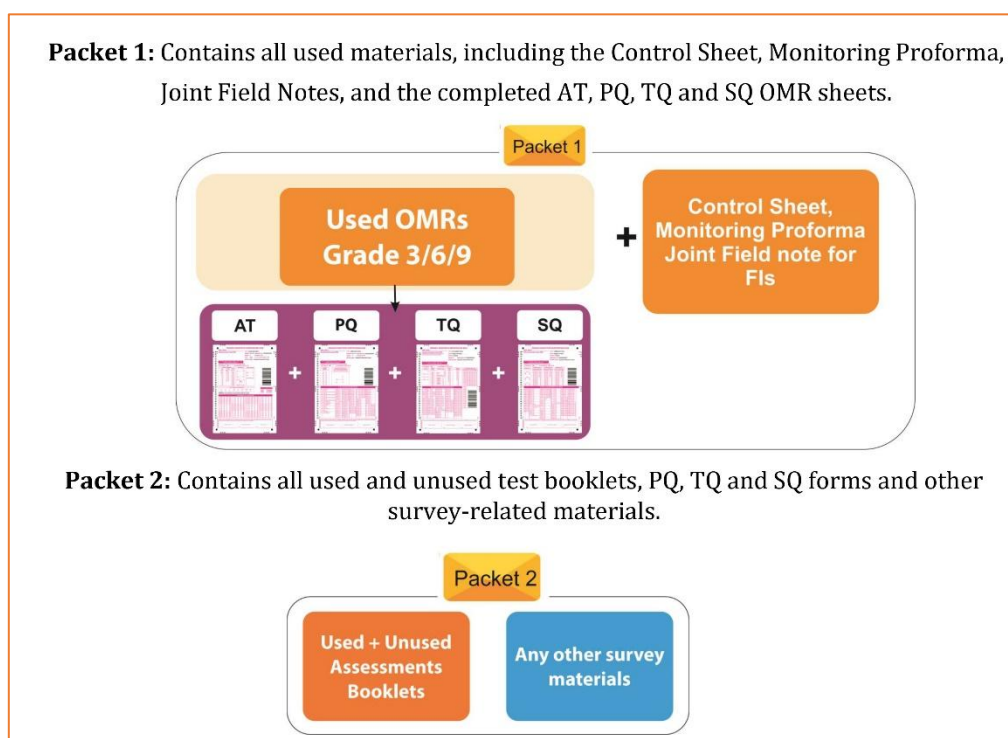
PACKAGING AND DISPATCHING OF THE SURVEY MATERIAL

The process of packaging and dispatching survey materials is carefully structured to ensure proper handling and accountability.

Count all the filled OMRs and verify that all OMRs for each surveyed student has been collected. An empty, open Tamper-Evident Packet, labeled as the "**OMR RETURN BAG**," will be provided in the SQ Booklets Bag. This common empty packet should be used for packing of all used i.e. filled OMR sheets of Achievement Test (AT), Pupil Questionnaire (PQ), Teacher Questionnaire (TQ), and School Questionnaire (SQ) for grades 3, 6, and 9. Additionally, it should contain the filled Control Sheet, Monitoring Proforma, and Joint Field Notes for both the Observer and Field Investigators. All OMR sheets for one school should be placed in this bag and sealed by the Observers and Field Investigators at the allotted school, after the exam.

All used and unused test booklets (AT, PQ, TQ, and SQ) must be repacked in their original packet (in which they were received) and sealed with transparent/brown tape. These packets, along with the **sealed "OMR RETURN BAG,"** should be bundled together and returned by the Observer to the collection center from where had collected in the morning.

It is imperative that Field Investigators and Observers ensure no survey materials are left behind at the school.



The District Level Coordinator is responsible for dispatching Packet 1 to CBSE HQ for further processing, while Packet 2 is retained for a minimum of three months or until further instructions are received from national authorities, ensuring the security of all survey materials for future reference.

Annexure

Annexure-I: Sampling procedure

How to get a Random Number for Section sampling:

Step A: Use school PIN code digits to calculate the random number as shown below:

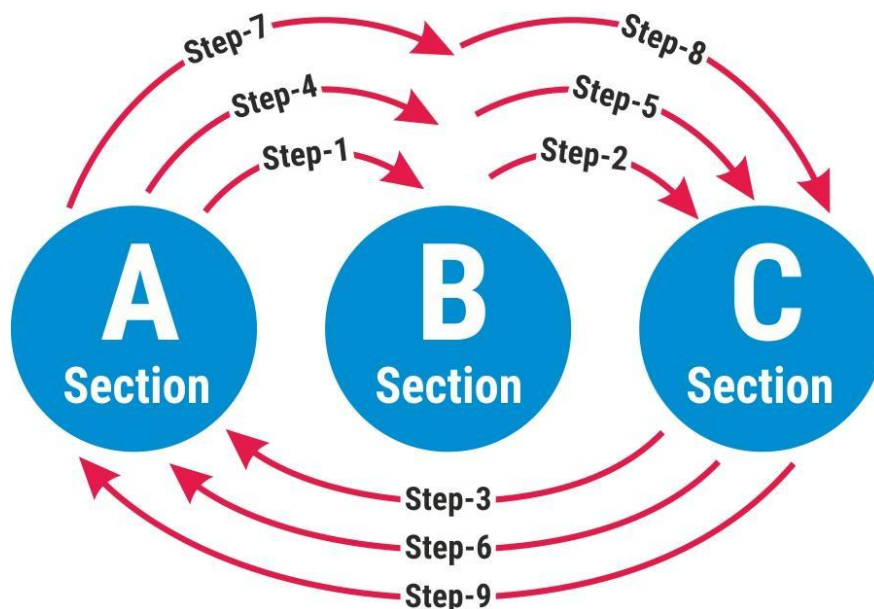
Stage-1: Add together all the digits of the pin code of the school till we get a single-digit number as shown below:

Example:

Let your school PIN code be 110097

Random Number = $1 + 1 + 0 + 0 + 9 + 7 = 18 = 1 + 8 = 9$

Step B: Write down the sections in a line as shown in the figure. Starting from section '1', move to the next section at a time in a cyclic fashion, and continue till you get to the number calculated at **Step A** (Random Number) above. The section where you stop is the section selected.



Starting at section s.no. '1' i.e. Section A and move to another every movement counts as step 1 and you have to move up to your random number. In this example, the random number is 9 and 9th movement is completed at Section A so the selected section will be 'A'.

Conditions for Selection of the Students

1. If the selected section in the school has 30 or less than 30 students in the class then take all of them.
2. If there are more than 30 students in the selected section, then select only 30 students as per the procedure given next.

Procedure for the Selection of Students

If there are more than 30 students in the sampled section in a class, then select only 30 students as per the procedure given below:

Step-1: List all the students of the sampled section/class as per the school register in **Sheet-I (sampling sheet)**.

Step-2: Calculate the Sampling Interval (SI) by using the formula given below or follow the table of SI:

$$\text{Sampling Interval (SI)} = \frac{\text{Total number of students enrolled in sampled section/class in the school}}{30}$$

Example: Suppose the total enrollment in the sampled section/class in the school is 58, then

$$SI = \frac{58}{30} = 1.93 \text{ (rounded to 2)}$$

Example: Suppose the total enrollment in the sampled section/class in the school is 44, then

$$SI = \frac{44}{30} = 1.46 \text{ (rounded to 1)}$$

Note: If the value after decimal is more than or equal to 0.50 then it would be rounded to next whole number and if the value after decimal is less than 0.50 then it will be rounded to the preceding whole number.

Table: Ready Reckoner for Sample Interval (SI)

Number of Students in the sampled section/class in the school	30-44	45-74	75-104
Sample Interval	1	2	3

Step-3: In order to select the first student by Random Start (RS) method, follow the procedure as below:

Example: If School PIN Code = 110097
Add the PIN Code numbers = $1+1+0+0+9+7 = 18=1+8=9$
Then, Random start (RS) = 9

So, select the 9th student from the attendance list.

Step-4: Select your first student from the serially arranged students' list (**Sheet-I**) at S.No.'9' (take reference of Step-1 above). The next student will be selected as per the following method:

Student 1- RS

Student 2 - RS+SI

Student 3- RS+2SI

Student 4 RS+3SI and so on.....

For example: If SI is 2, then the selected students would be at serial numbers 9, 11, 13, 15, 17, 19...

RS	+	SI	=	1	;	RS	+	2SI	=	13	;	RS	+	3SI	=	15
9		2		1		9		4		13		9		6		15

Step-5: If you get the end of list before getting 30 students, then continue the process from the beginning until you have selected 30 students.

Step-6: If by chance you get again to a student already selected or the absent student in this process, then select the immediate next student and continue your counting following the same process until you get 30 students.

Step-7: Allot Student ID against each selected student in **Sheet-I**.

Note -If selected students are absent then move to the next student.

Annexure-II Sheet – I Sampling Sheet

Sheet – I Sampling Sheet

List all students of sampled section/class as per school attendance register

(If total number of students in the sampled section/Class, is more than 30, then use this sheet).

S.No.	Class Roll No.	Allot Student ID
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

S.No.	Class Roll No.	Allot Student ID
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		
49		
50		

S.No.	Class Roll No.	Allot Student ID
51		
52		
53		
54		
55		
56		
57		
58		
59		
60		
61		
62		
63		
64		
65		
66		
67		
68		
69		
70		
71		
72		
73		
74		
75		

Space for Random Sampling calculations

[illegible]



Ministry of Education
Government of India



PARAKH RASHTRIYA SARVEKSHAN 2024

Instruction Sheet

How to get a Random Number for Section sampling:

Step A: Use school PIN code digits to calculate the random number as shown below:

Stage-1: Add together all the digits of the pin code of the school till we get a single-digit number as shown below:

Example:

Let your school PIN code be 110097

Random Number = $1 + 1 + 0 + 0 + 9 + 7 = 18 = 1 + 8 = 9$

Step B: Write down the sections in a line as shown in the figure. Starting from section '1', move to the next section at a time in a cyclic fashion, and continue till you get to the number calculated at **Step A** (Random Number) above. The section where you stop is the section selected.

Starting at section s.no. '1' i.e. Section A and move to another every movement counts as step 1 and you have to move up to your random number. In this example, the random number is 9 and 9th movement is completed at Section A so the selected section will be 'A'.

Conditions for Selection of the Students

1. If the selected section in the school has 30 or less than 30 students in the class then take all of them.
2. If there are more than 30 students in the selected section, then select only 30 students as per the procedure given next.

Procedure for the Selection of Students

If there are more than 30 students in the sampled section in a class, then select only 30 students as per the procedure given below:

Step-1: List all the students of the sampled section/class as per the school register in **Sheet-I (Sample Sheet)**.

Step-2: Calculate the Sampling Interval (SI) by using the formula given below or follow the table of SI

$$\text{Sampling Interval (SI)} = \frac{\text{Total number of students enrolled in sampled section/class in the school}}{30}$$

Example: Suppose the total enrollment in the sampled section/class in the school is 58, then

$$SI = \frac{58}{30} = 1.93 (\text{rounded to } 2)$$

Example: Suppose the total enrollment in the sampled section/class in the school is 44, then

$$SI = \frac{44}{30} = 1.46 (\text{rounded to } 1)$$

Note: If the value after decimal is more than or equal to 0.50 then it would be rounded to next whole number and if the value after decimal is less than 0.50 then it will be rounded to the preceding whole number.

Table: Ready Reckoner for Sample Interval (SI)

Number of Students in the sampled section/class in the school	30-44	45-74	75-104
Sample Interval	1	2	3

Step-3: In order to select the first student by Random Start (RS) method, follow the procedure as below:

Example: If School PIN Code = 110097
Add the PIN Code numbers = $1 + 1 + 0 + 0 + 9 + 7 = 18 = 1 + 8 = 9$
Then, Random start (RS) = 9

So, select the 9th student from the attendance list.

Step-4: Select your first student from the serially arranged students' list (Sheet-I) at S.No.'9' (take reference of Step-1 above). The next student will be selected as per the following method:

Student 1 - RS

Student 2 - RS+SI

Student 3 - RS+2SI

Student 4 - RS+3SI and so on.....

For example: If SI is 2, then the selected students would be at serial numbers 9, 11, 13, 15, 17, 19...

RS	+	SI	=	1	;	RS	+	2SI	=	13	;	RS	+	3SI	=	15
9	+	2	=	11	;	9	+	4	=	13	;	9	+	6	=	15

Step-5: If you get the end of list before getting 30 students, then continue the process from the beginning until you have selected 30 students.

Step-6: If by chance you get again to a student already selected or the absent student in this process, then select the immediate next student and continue your counting following the same process until you get 30 students.

Step-7: Allot Student ID against each selected student in **Sheet-I**.

Note :- If selected students are absent then move to the next student.

Annexure-IV Sample OMRs

Sample OMR for Achievement Test (AT)



PARAKH RASHTRIYA SARVEKSHAN 2024 Achievement Test (AT)

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

OMR / SIDE 1

GENERAL INSTRUCTIONS

1. The Field Investigator and Observer should build a rapport with the students before administration of the test.
2. To mark your answer, darken the circle of the option in the OMR Sheet against the question which according to you is the correct answer.
3. **Use only blue/black ball-point pen for darkening the circle in the OMR sheet Side-2.**
4. Each question has four options as 'A', 'B', 'C' and 'D'. Only one of them is correct answer.
5. Answer carefully on the OMR Sheet given to you as explained below:

Example:

Q. Which one of the following is the largest number?

- A. 273
- B. 275
- C. 257
- D. 253

In the example, option B is correct answer. Hence circle of option B is to be darkened as shown below:

Correct way of marking the answer

(A) ● (C) (D)

6. Do not overwrite/change the answer once marked in the OMR Sheet because it will be treated as wrong answer.

Incorrect way of marking the answer

⊗ ✓ ⊙ ⊖

7. You may do calculation work/rough work in the test booklet itself.
8. If you still have any doubt, clarify it from Field Investigator/Observer.

9. **CWSN** : **Children with Special Need**
LD : **Locomotor Disability**
VI : **Visual Impairment**
HI : **Hearing Impairment**
S&LD : **Speech & Language Disability**
ID : **Intellectual Disability**
OthD : **Other Disability**

PARAKH RASHTRIYA SARVEKSHAN 2024

OMR / SIDE 2

Achievement Test (AT)

UDISE: 23320301804

BOOKLET SET: 31 OMR SHEET NO.: 100000001

GRADE: 3 STUDENT ID: 01

AREA: Urban SCHOOL MANAGEMENT: F3

SCHOOL NAME: Saraswati Vidyamandir School

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

DARKEN the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐ Incorrect Methods: ☒ ☒ ☒ ☒

Student Information			Social Group		Student Gender	
Age	Height	Weight				
0 0	3 1	0 0	SC	1	BOY	1
1 1	3.5 2	1 1	ST	2	GIRL	2
2 2	4 3	2 2	OBC	3	TRANSGENDER	3
3 3	4.5 4	3 3	OTHERS	4		
4 4	5 5	4 4	EWS			
5 5	5.5 6	5 5	YES	1	NO	2
6 6	6 7	6 6				
7 7		7 7				
8 8		8 8				
9 9		9 9				

CWSN* (Children with Special Need)							
LD	VI	HI	S & LD	ID	OthD	Multiple	None
1	2	3	4	5	6	7	8

* CWSN: LD - Locomotor Disability ; VI - Visual Impairment; HI - Hearing Impairment;
S & LD - Speech & Language Disability; ID - Intellectual Disability; OthD - Other Disabilities.

TOTAL QUESTIONS

Grade 3 : 45 Questions
Grade 6 : 51 Questions
Grade 9 : 60 Questions

ACHIEVEMENT TEST RESPONSES

1.	A	B	C	D
2.	A	B	C	D
3.	A	B	C	D
4.	A	B	C	D
5.	A	B	C	D
6.	A	B	C	D
7.	A	B	C	D
8.	A	B	C	D
9.	A	B	C	D
10.	A	B	C	D
11.	A	B	C	D
12.	A	B	C	D
13.	A	B	C	D
14.	A	B	C	D
15.	A	B	C	D
16.	A	B	C	D
17.	A	B	C	D
18.	A	B	C	D
19.	A	B	C	D
20.	A	B	C	D
21.	A	B	C	D
22.	A	B	C	D
23.	A	B	C	D
24.	A	B	C	D
25.	A	B	C	D
26.	A	B	C	D
27.	A	B	C	D
28.	A	B	C	D
29.	A	B	C	D
30.	A	B	C	D
31.	A	B	C	D
32.	A	B	C	D
33.	A	B	C	D
34.	A	B	C	D
35.	A	B	C	D
36.	A	B	C	D
37.	A	B	C	D
38.	A	B	C	D
39.	A	B	C	D
40.	A	B	C	D
41.	A	B	C	D
42.	A	B	C	D
43.	A	B	C	D
44.	A	B	C	D
45.	A	B	C	D
46.	A	B	C	D
47.	A	B	C	D
48.	A	B	C	D
49.	A	B	C	D
50.	A	B	C	D
51.	A	B	C	D
52.	A	B	C	D
53.	A	B	C	D
54.	A	B	C	D
55.	A	B	C	D
56.	A	B	C	D
57.	A	B	C	D
58.	A	B	C	D
59.	A	B	C	D
60.	A	B	C	D

Please note that this OMR sheet is to be collected only after ensuring that all the entries are transferred into the OMRs as per instructions. Further, all entries related to student/school information are completed and countersigned.

Signature of Observer	Signature of Field Investigator	Signature of Student
Name : _____	Name : _____	Name : _____

Sample OMR for Pupil Questionnaire (PQ)



PARAKH RASHTRIYA SARVEKSHAN 2024 Pupil Questionnaire (PQ)

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

OMR / SIDE 1

GENERAL INSTRUCTIONS

1. This questionnaire is for the purpose of collecting student related information. It is to be used for a National Study to understand the learning levels viz-a-viz other relevant information sets. Questions used, are ONLY for conducting the PARAKH RASHTRIYA SARVEKSHAN 2024. All rights reserved.
2. All entries are mandatory and should be in English language only.
3. Write all codes in international numerals. i.e. 1,2, 3
4. Ensure the codes filled in the Achievement Tests and PQ are exactly the same. Compare entries from School Register with the help of Class Teacher/ Principal / Head Teacher for all sampled students.
5. The questionnaire has an OMR sheet with two sides **Side-1 & Side-2**. Only Side-2 has to be filled up. Use only Blue/Black Ball Point Pen to darken the bubble. Mark responses by darkening the bubble in OMR against the corresponding item.
6. Please read all the questions carefully for giving responses in the OMR. You are required to attempt all the questions as applicable in your case.

1. **DARKEN** the relevant circle as per the example given below:

Correct Method: ○ ● ○ ○

Incorrect Methods: ⊗ ⊙ ⊖ ⊕

2. Please do not overwrite or erase.

PARAKH RASHTRIYA SARVEKSHAN 2024

OMR / SIDE 2

Pupil Questionnaire (PQ)

UDISE: 23320301804

BOOKLET SET: 31 OMR SHEET NO.: 200000001

GRADE: 3 STUDENT ID: 01

SCHOOL NAME: Saraswati Vidyamandir School

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

DARKEN the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐ Incorrect Methods: ☒ ☒ ☒ ☒

Sampled Section	
A	K
B	L
C	M
D	N
E	O
F	P
G	Q
H	R
I	S
J	T

Does the student belong to a Particularly Vulnerable Tribal Group (PVTGs) Family?

YES ☐ ①

NO ☐ ②



PUPIL QUESTIONNAIRE RESPONSES

01	① ② ③ ④	19(A)	① ②	22(A)	① ② ③	25(A)	① ②	29	① ② ③ ④ ⑤	38(A)	① ②
02	① ② ③	19(B)	① ②	22(B)	① ② ③	25(B)	① ②	30	① ② ③ ④ ⑤	38(B)	① ②
03	① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨	19(C)	① ②	22(C)	① ② ③	25(C)	① ②	31	① ② ③ ④ ⑤	38(C)	① ②
04	① ② ③	19(D)	① ②	22(D)	① ② ③	25(D)	① ②	32	① ② ③ ④ ⑤	38(D)	① ②
05	① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨	19(E)	① ②	22(E)	① ② ③	25(E)	① ②	33	① ② ③ ④ ⑤	38(E)	① ②
06	① ② ③	19(F)	① ②	22(F)	① ② ③	25(F)	① ②	34	① ② ③ ④ ⑤	38(F)	① ②
07	① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨	19(G)	① ②	22(G)	① ② ③	26(A)	① ②	35	① ② ③ ④ ⑤	38(G)	① ②
08	① ② ③	19(H)	① ②	22(H)	① ② ③	26(B)	① ②	36(A)	① ②	38(H)	① ②
09	① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨	19(I)	① ②	22(I)	① ② ③	27(A)	① ②	36(B)	① ②	38(I)	① ②
10	① ② ③ ④ ⑤	20	① ② ③	23(A)	① ②	27(B)	① ②	36(C)	① ②	38(J)	① ②
11	① ② ③ ④ ⑤ ⑥	21(A)	① ②	23(B)	① ②	27(C)	① ②	36(D)	① ②	38(K)	① ②
12	① ② ③ ④ ⑤	21(B)	① ②	23(C)	① ②	27(D)	① ②	36(E)	① ②	39	① ② ③ ④ ⑤
13	① ② ③	21(C)	① ②	23(D)	① ②	27(E)	① ②	37(A)	① ②	40	① ② ③ ④ ⑤
14	① ② ③	21(D)	① ②	23(E)	① ②	28(A)	① ② ③	37(B)	① ②	41	① ② ③ ④ ⑤
15	① ② ③ ④ ⑤	21(E)	① ②	24(A)	① ②	28(B)	① ② ③	37(C)	① ②	42	① ② ③ ④ ⑤
16	① ②	21(F)	① ②	24(B)	① ②	28(C)	① ② ③	37(D)	① ②	43	① ② ③ ④ ⑤
17	① ② ③ ④	21(G)	① ②	24(C)	① ②	28(D)	① ② ③	37(E)	① ②	44	① ② ③ ④ ⑤
18	① ② ③ ④ ⑤	21(H)	① ②	24(D)	① ②	28(E)	① ② ③	37(F)	① ②	45	① ② ③ ④ ⑤
		21(I)	① ②	24(E)	① ②			37(G)	① ②	46	① ② ③ ④ ⑤
		21(J)	① ②	24(F)	① ②			37(H)	① ②	47	① ② ③ ④ ⑤
		21(K)	① ②	24(G)	① ②						

Please note that this OMR sheet is to be collected only after ensuring that all the entries are transferred into the OMRs as per instructions. Further, all entries related to student/school information are completed and countersigned.

Signature of Observer

Signature of Field Investigator

Signature of Student

Name :

Name :

Name :

240425

Sample OMR for Teacher Questionnaire (TQ)



PARAKH RASHTRIYA SARVEKSHAN 2024 Teacher Questionnaire (TQ)

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

OMR / SIDE 1

(Separate teacher questionnaire is to be filled by each subject teacher, teaching the sampled students in presence of FI / Observer)

GENERAL INSTRUCTIONS

1. This questionnaire is for the purpose of collecting information about the teacher's background. It has no bearing on individual teacher. Information collected will be used for National Study to know the health of the education system of the country. The question are being asked for the PARAKH RASHTRIYA SARVEKSHAN 2024. All rights reserved.
2. All entries are mandatory and should be in English language only.
3. Write all codes in international numerals. i.e. 1,2,3
4. The OMR sheet has two sides **Side-1 & Side-2**. Only Side-2 has to be filled up.
5. Use only Blue/Black Ball Point Pen to darken the bubble. Mark responses by darkening the bubble in OMR against the corresponding item.
6. Please read all the questions carefully for giving responses in the OMR at the specified place. You are required to attempt all the questions in the interest of the survey.
7. Fill the Teacher Code as given below for different subjects:

Language	=	1
Mathematics	=	2
The World Around Us / Science	=	3
Social Science	=	4
More than one subject	=	5

1. **DARKEN** the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐

Incorrect Methods: ☒ ☒ ☒ ☒

2. Please do not overwrite or erase.

PARAKH RASHTRIYA SARVEKSHAN 2024

OMR / SIDE 2

Teacher Questionnaire (TQ)

(Separate teacher questionnaire is to be filled by each subject teacher teaching the sampled students.)

UDISE: 23320301804

STATE: Madhya Pradesh

DISTRICT: Bhopal

GRADE: 3

OMR SHEET NO.: 300000001

SCHOOL NAME: Saraswati Vidyamandir School

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

DARKEN the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐ Incorrect Methods: ☒ ☒ ☒ ☒

Sampled Section	Teacher's Gender	Teacher's Age	Teacher's Experience	National Teacher Code (Please leave blank if not available)
A K	MALE 1	0 0	0 0	A A 0 0 0 0 0 0 0 0
B L	FEMALE 2	1 1	1 1	B B 1 1 1 1 1 1 1 1
C M	TRANSGENDER 3	2 2	2 2	C C 2 2 2 2 2 2 2 2
D N		3 3	3 3	D D 3 3 3 3 3 3 3 3
E O		4 4	4 4	E E 4 4 4 4 4 4 4 4
F P		5 5	5 5	F F 5 5 5 5 5 5 5 5
G Q		6 6	6	G G 6 6 6 6 6 6 6 6
H R		7	7	H H 7 7 7 7 7 7 7 7
I S		8	8	I I 8 8 8 8 8 8 8 8
J T		9	9	J J 9 9 9 9 9 9 9 9

TEACHER QUESTIONNAIRE RESPONSES

01	1 2	08	1 2	17(A)	1 2 3	23(A)	1 2	26(A)	1 2 3 4
02	1 2	09	1 2	17(B)	1 2 3	23(B)	1 2	26(B)	1 2 3 4
03(A)	1 2	10	1 2 3 4	17(C)	1 2 3	23(C)	1 2	26(C)	1 2 3 4
03(B)	1 2	11	1 2 3 4	17(D)	1 2 3	23(D)	1 2	26(D)	1 2 3 4
03(C)	1 2	12	1 2 3 4	17(E)	1 2 3	23(E)	1 2	26(E)	1 2 3 4
04	1 2	13	1 2 3	18(A)	1 2 3 4	23(F)	1 2	26(F)	1 2 3 4
05(A)	1 2	14	1 2	18(B)	1 2 3 4	23(G)	1 2	26(G)	1 2 3 4
05(B)	1 2	15(A)	1 2 3	18(C)	1 2 3 4	23(H)	1 2	26(H)	1 2 3 4
05(C)	1 2	15(B)	1 2 3	18(D)	1 2 3 4	24(A)	1 2 3 4	26(I)	1 2 3 4
05(D)	1 2	15(C)	1 2 3	18(E)	1 2 3 4	24(B)	1 2 3 4	26(J)	1 2 3 4
05(E)	1 2	15(D)	1 2 3	18(F)	1 2 3 4	24(C)	1 2 3 4	26(K)	1 2 3 4
06(A)	1 2	15(E)	1 2 3	18(G)	1 2 3 4	24(D)	1 2 3 4	27(A)	1 2 3 4
06(B)	1 2	15(F)	1 2 3	18(H)	1 2 3 4	24(E)	1 2 3 4	27(B)	1 2 3 4
06(C)	1 2	15(G)	1 2 3	19	1 2 3	25(A)	1 2 3 4	27(C)	1 2 3 4
06(D)	1 2	16(A)	1 2 3 4	20	1 2 3 4	25(B)	1 2 3 4	27(D)	1 2 3 4
07(A)	1 2	16(B)	1 2 3 4	21	1 2 3 4 5	25(C)	1 2 3 4	27(E)	1 2 3 4
07(B)	1 2	16(C)	1 2 3 4	22(A)	1 2	25(D)	1 2 3 4	28(A)	1 2 3 4
07(C)	1 2	16(D)	1 2 3 4	22(B)	1 2			28(B)	1 2 3 4
07(D)	1 2	16(E)	1 2 3 4	22(C)	1 2			28(C)	1 2 3 4
				22(D)	1 2			28(D)	1 2 3 4
				22(E)	1 2				

Please note that this OMR sheet is to be collected only after ensuring that all the entries are filled in the OMRs as per instructions.

Signature of Observer	Signature of Field Investigator	Signature of Teacher
Name : _____	Name : _____	Name : _____

240427

Sample OMR for School Questionnaire (SQ)



PARAKH RASHTRIYA SARVEKSHAN 2024 School Questionnaire (SQ)

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

OMR / SIDE 1

School Questionnaire is to filled by the Head Teacher / Principal of the sampled School

GENERAL INSTRUCTIONS

1. This questionnaire is for the purpose of collecting information about the school background and has no bearing on the school. Information collected will be used for a National Study to know the health of the educational system of the country. The questions used in this document are ONLY for conducting the PARAKH RASHTRIYA SARVEKSHAN 2024. All rights reserved.
2. All entries are mandatory and should be in English language only.
3. Write all codes in international numerals. i.e., 1,2,3.....
4. This OMR sheet has two sides Side-1 and Side-2. Only Side-2 has to be filled up.
5. Use Only Blue/Black Ball Point Pen to darken the bubble. Mark your response by darkening the bubble in the OMR against the corresponding questions.
6. Please read all the questions carefully for giving responses in the OMR at the specified place.

1. **DARKEN** the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐

Incorrect Methods: ☒ ☒ ☒ ☒

2. Please do not overwrite or erase.

PARAKH RASHTRIYA SARVEKSHAN 2024

OMR / SIDE 2

School Questionnaire (SQ)

UDISE: 23320301804

STATE: Madhya Pradesh

DISTRICT: Bhopal

OMR SHEET NO.: 400000001

SCHOOL NAME: Saraswati Vidyamandir School

USE ONLY BLACK OR BLUE BALL POINT PEN.
DO NOT USE INK / GEL PEN.

DARKEN the relevant circle as per the example given below:

Correct Method: ☐ ☒ ☐ ☐ Incorrect Methods: ☒ ☒ ☒ ☒ ☒

Sampled Class	Attendance Class 3		Attendance Class 6		Attendance Class 9	
	Total Enrolment	Participated	Total Enrolment	Participated	Total Enrolment	Participated
Class 3						
Yes	0 0 0	0 0	0 0 0	0 0	0 0 0	0 0
No	1 1 1	1 1	1 1 1	1 1	1 1 1	1 1
(Y)	2 2 2	2 2	2 2 2	2 2	2 2 2	2 2
	3 3 3	3 3	3 3 3	3 3	3 3 3	3 3
Class 6						
Yes	4 4 4	4	4 4 4	4	4 4 4	4
No	5 5 5	5	5 5 5	5	5 5 5	5
(Y)	6 6 6	6	6 6 6	6	6 6 6	6
	7 7 7	7	7 7 7	7	7 7 7	7
Class 9						
Yes	8 8 8	8	8 8 8	8	8 8 8	8
No	9 9 9	9	9 9 9	9	9 9 9	9
(Y)						

SCHOOL QUESTIONNAIRE RESPONSES

01(A)	1 2	06(A)	1 2	13(A)	1 2 3 4 5 6	19	1 2	31(A)	1 2	34(A)	1 2 3
01(B)	1 2	06(B)	1 2	13(B)	1 2 3 4 5 6	20	1 2	31(B)	1 2	34(B)	1 2 3
01(C)	1 2	06(C)	1 2	13(C)	1 2 3 4 5 6	21	1 2	31(C)	1 2	34(C)	1 2 3
02(A)	1 2	06(D)	1 2	13(D)	1 2 3 4 5 6	22	1 2	31(D)	1 2	34(D)	1 2 3
02(B)	1 2	06(E)	1 2	13(E)	1 2 3 4 5 6	23	1 2	31(E)	1 2	34(E)	1 2 3
02(C)	1 2	06(F)	1 2	13(F)	1 2 3 4 5 6	24	1 2	31(F)	1 2	34(F)	1 2 3
02(D)	1 2	06(G)	1 2	13(G)	1 2 3 4 5 6	25	1 2	32(A)	1 2 3	34(G)	1 2 3
03(A)	1 2	06(H)	1 2	14	1 2 3	26	1 2	32(B)	1 2 3	34(H)	1 2 3
03(B)	1 2	06(I)	1 2	15(A)	1 2	27	1 2	32(C)	1 2 3	34(I)	1 2 3
03(C)	1 2	06(J)	1 2	15(B)	1 2	28	1 2	32(D)	1 2 3	34(J)	1 2 3
03(D)	1 2	06(K)	1 2	15(C)	1 2	29	1 2 3 4 5	32(E)	1 2 3	35(A)	1 2 3 4
04(A)	1 2	07	1 2 3	15(D)	1 2	30(A)	1 2	32(F)	1 2 3	35(B)	1 2 3 4
04(B)	1 2	08	1 2 3 4 5 6	15(E)	1 2	30(B)	1 2	33(A)	1 2 3	35(C)	1 2 3 4
04(C)	1 2	09	1 2 3 4	16	1 2	30(C)	1 2	33(B)	1 2 3	35(D)	1 2 3 4
04(D)	1 2	10	1 2	17	1 2	30(D)	1 2	33(C)	1 2 3	36(A)	1 2 3 4
05(A)	1 2	11(A)	1 2	18(A)	1 2	30(E)	1 2	33(D)	1 2 3	36(B)	1 2 3 4
05(B)	1 2	11(B)	1 2	18(B)	1 2	30(F)	1 2	33(E)	1 2 3	36(C)	1 2 3 4
		11(C)	1 2	18(C)	1 2	30(G)	1 2	33(F)	1 2 3	36(D)	1 2 3 4
		11(D)	1 2	18(D)	1 2	30(H)	1 2	33(G)	1 2 3	36(E)	1 2 3 4
		12	1 2 3 4	18(E)	1 2	30(I)	1 2	33(H)	1 2 3	36(F)	1 2 3 4
				18(F)	1 2	30(J)	1 2				
				18(G)	1 2	30(K)	1 2				

Please note that this OMR sheet is to be collected only after ensuring that all the entries are filled in the OMRs as per instructions.

Signature of Observer

Signature of Field Investigator

Signature of School Head / Principle

Name :

Name :

Name :

Annexure-V Medium of Instructions

Medium of Instructions

S. No.	Language
01	Assamese
02	Bengali
03	Bodo
04	English
05	Garo
06	Gujarati
07	Hindi
08	Kannada
09	Khasi
10	Konkani
11	Malayalam
12	Manipuri
13	Marathi
14	Mizo
15	Nepali
16	Oriya
17	Punjabi
18	Sanskrit
19	Santhali
20	Sindhi
21	Tamil
22	Telugu
23	Urdu

Annexure-VI Appointment as DLC-PARAKH/CBSE

PARAKH RASHTRIYA SARVEKSHAN-2024

Dated: ____ / ____ / ____

Subject: Appointment as District Level Coordinator (DLC-PARAKH/CBSE) for PARAKH Rashtriya Sarvekshan-2024

Dear [Mr./Ms./Dr. _____],

As you are aware that PARAKH Rashtriya Sarvekshan - 2024 is scheduled to be held on 4th December, 2024 across India. The Sarvekshan (Survey) will be conducted by PARAKH-NCERT in collaboration with CBSE, New Delhi, under the aegis of the Ministry of Education, Government of India. The objective of this Sarvekshan (Survey) is to assess the attainment of learning outcomes among students across the country.

In this context, I am to inform you that you have been appointed as the District Level Coordinator (DLC-PARAKH/CBSE). In your capacity as **DLC-PARAKH/CBSE**, you are entrusted with the assignment of smooth conduct of the Survey in your designated district. This is a significant role in ensuring that the survey is executed with integrity, fairness, and accuracy, as it is vital for assessing the overall academic performance of students nationwide.

Please find attached a detailed document outlining your roles, responsibilities, and duties as a District Level Coordinator PARAKH/CBSE. Needless to emphasise that your role as DLC-PARAKH/CBSE is critical to the success of the Sarvekshan (Survey), and the Board relies on your full cooperation and attention to details for the fair and smooth conduct of this national survey, which is being conducted in the academic interest of all students.

You are required to organize multiple training sessions for Field investigators/Observers and a briefing meeting at your institute on one day prior i.e. 3rd December, 2024 where the Field investigators/Observers are informed about their assigned sample schools. For sample schools where material needs to be dispatched early due to geographic conditions & other reasons, the observer may be informed well in advance about their sample school & survey material be handed over to observer early as per requirement with an under taking for advance delivery of survey material.

We look forward to your dedicated involvement and appreciate your contribution to this important national cause. For any clarifications or further instructions, please feel free to contact the undersigned.

Thank you for your cooperation.

(SPD, Samagra Shiksha)/(Director, SCERT)/(Regional Director/Officer)

State OfficeCBSE Regional Office

State Coordinator PARAKH / Regional Coordinator CBSE for PARAKH Rashtriya Sarvekshan-2024

Annexure-VII Acceptance of appointment as DLC

PARAKH RASHTRIYA SARVEKSHAN-2024

Acceptance of appointment as DLC-PARAKH/CBSE
held on 04th December, 2024

DISTRICT LEVEL COORDINATOR (DLC)-PARAKH/CBSE

District Name:			
State Name:			
S.No.	Particulars		
A1	Name of the DLC PARAKH/CBSE		
A2	Designation		
A3	Mobile No		
A4	E-Mail id		
A5	School Code	Affiliation No	
A7	Name of School		
A8	Address of School		
A9	District	Pin Code	
A10	State		
S.No.	Bank Details		
B1	Account Holder's Name		
B2	Name of Bank		
B3	Account No		
B4	IFSC Code		

Consent and declaration

1. I hereby convey my consent to act as District Level Coordinator for PARAKH to be conducted on 04.12.2024 also convey my consent for Custodian for Survey materials and store them securely as per guidelines.
2. I confirm that I have read the contents of the letter seeking my consent for being appointed as District Level Coordinator (DLC-PARAKH/CBSE) for above mentioned District. I have understood my role and responsibility as broadly outlined in the covering letter. My A/c No. IFSC Code and beneficiary details are correct for online payment.
3. I hereby declare that I am serving in the above said capacity in the school as mentioned above. I would carefully discharge duties assigned to me by the State/Regional Coordinator & CBSE from time to time in respect of conduct of PARAKH RASHTRIYA SARVEKSHAN -2024 and also attend the Training session as and when conducted. Admissible remuneration shall be acceptable as per rules of the Board
4. I confirm that this Consent is final and my school would not hold any activity on the Survey date i.e., 04.12.2024.
5. I have checked my Bank A/c No, my Name, Bank's Name and the IFSC code and details are correct. No change is needed.

Signature _____

Name _____

Seal _____

Annexure-VIII Undertaking for Advance Delivery

UNDERTAKING

for Advance Delivery of PARAKH RASHTRIYA SARVEKSHAN-2024 Test Paper & Survey Material

The sealed PARAKH RASHTRIYA SARVEKSHAN-2024 Packets and all associated confidential materials for the following:

District						
District Code						
Sampled School Name						
UDISE+ Code						
Sample Grade(s)	Grade 3		Grade 6		Grade 9	
Medium of Instruction						

is hereby handed over to Shri/Smt. _____

Mobile Number _____ working in (Mention School/Organisation name which the observer is working) as the early transportation of material is necessary due to the reason _____

on Date: _____ at Time: _____ With the collection of the sealed PARAKH RASHTRIYA SARVEKSHAN (Survey) Packets, the Observer hereby confirm that:

1. The transit safety and intactness of the sealed packets and materials till the packets are mandated to open on the day of the survey i.e., 4th December, 2024.
2. The carrying of the sealed packets safely to the assigned sampled school at the appropriate time and coordinating with the Field Investigator for the smooth conduct of PARAKH Rashtriya Sarvekshan-2024.
3. The DLC-PARAKH/CBSE to take picture (from their cell phone) with the sealed packets held close by observers at the time of collection of materials from the distribution center. The same will preserved for future use and also shared with Observer & Board Representative.

Signature: _____

Signature: _____

Name: _____

Name: _____

DLC-PARAKH/CBSE
Centre Custodian Centre (in-charge distribution center)

Observer
Organization/School in which working

Mobile No.
(As handing over)

Mobile No.
(As taking over)

Annexure-IX District Note for District Level Coordinator

PARAKH RASHTRIYA SARVEKSHAN-2024

District Note for District Level Coordinator-PARAKH/CBSE

DLCs to mark Yes/No or provide adequate response in the District Note below, and share the same with CBSE duly scanned on Mail ID _____

Name of District										
Name of DLC-CBSE in-charge										
UDISE+ Code of DLC(CBSE) School										

Please fill the circle with your response in the Yes or No column as appropriate:

S.No.	Question	Yes	No
Pre-Sarvekshan (Survey) Day Observations			
1	Were the PARAKH Rashtriya Sarvekshan (Survey) materials kept in safe and secure location?		
2	Was the seal on the PARAKH Rashtriya Sarvekshan (survey) trunks intact as per safety norms?		
3	Was the Pre-Sarvekshan (Survey) meeting conducted with BRs and other functionaries?		
4	Did you hand over materials to Observers during Pre-Sarvekshan (Survey) meeting? (In areas with hilly terrain, high travel time / distance and as per district conditions)		
5	Were Distribution counters arranged for Distribution of Materials to Observers as per the distribution plan?		
6	Were Distribution counters arranged as per UDISE+ code or as per Center Bag numbers?		
7	Did the BR extend support for smooth conduct of Sarvekshan (Survey)?		
Sarvekshan (Survey) Day Observations			
8	Did the BR arrive to school on time to start the Sarvekshan (Survey) Day activities?		
9	Was your school staff present to facilitate the distribution process?		
10	Did all Observers / FI report on time to collect the Sarvekshan (Survey) Materials?		
11	Did you or the BR deliver Sarvekshan (Survey) materials directly to school in any case or instance?		
12	Were there any school where the Sarvekshan (Survey) Materials did not reach on time?		
13	Did all sample schools in district conduct the Sarvekshan (Survey) on 4th December 2024?		
Post- Sarvekshan (Survey) Observations			
14	Did the survey take place in a fair manner according to you?		
15	Were Distribution counters arranged for Re-collection of Materials from Observers?		
16	Were Re-collection counters arranged as per UDISE+ code or as per Center Bag numbers?		
17	Was all three material including all the OMRs & observation tools such as control sheet, monitoring proforma, Field Notes for observers & Field Investigator packed in 'OMR RETRUN BAG' duly sealed was received back by you.		
18	If not, reasons there of.....		
19	Whether all the used/unused survey Booklets were received back from observer & kept in your safe custody awaiting further instruction		
20	If not, reason there of.....		
21	Did you notice any other difficulty during test administration? OR any other observations.		

District Level Coordinator-CBSE Signature _____

& Name _____

Annexure-X Letter of Appointment Format for Observers

PARAKH RASHTRIYA SARVEKSHAN - 2024 Letter of Appointment Format for OBSERVERS

Name:

Mobile No:

Dear Madam/Sir, you have been appointed as observer for PARAKH Rashtriya Arvekshan-2024 for the sample school (below) mentioned to be conducted on 4/12/2024.

Sample School (Name and Address)

UDISE + Code

PASTE PHOTO
&
Attested by
DLC

Survey Grade 3 ☐

Survey Grade 6 ☐

Survey Grade 9 ☐

1. The name of the Field Investigator appointed to the sample school and Mobile No are as below (to be obtained from DLC-PARAKH)

a) Mobile No.

b) Mobile No.

c) Mobile No.

d) Mobile No.

2. Observer, would collect the Test Material from DLC- CBSE school's Distribution Centre as per time informed by the DLC-CBSE

(Note: In case of states areas with remote and difficult terrains, the distribution timing will be as per intimation issued by the DLC-CBSE, PARAKH RASHTRIYA SARVEKSHAN-2024. Including advance delivery against 'Undertaking for Advance Delivery of PARAKH RASHTRIYA SARVEKSHAN-2024 Test Paper & Survey Material' signed both by the observer and DLC-CBSE. After collection of materials, Observer would report to the sampled school. Both Observer and FI would coordinate with each other for conduct the Survey in the school.

3. FI would reach districts to the assigned sample school in time. Both observers and FI must study the Hand outs, Field Note, view training videos material and understand their duties.

Name of District Level Coordinator (DLC-CBSE) Address and Mobile No.	Name of District Level Coordinator (DLC-PARAKH) appointed by PARAKH-NCERT Address and Mobile No.

4. The particular of the Observer appointment locally.

Designation			
Department/School and Address			
District		State	
Mobile Number		Email ID	
Signature			

CERTIFICATE: I confirm the details of the Observer appointed by me as above. I have explained him/her the duties of Observer. He/She has given the training as per instructions. I have given a copy of all observation tools hand-outs & Field Note to the observer. His/her photo has been attested by me.

Signature of DLC

Name of DLC

Designation

Seal Impression of School

Annexure-XI Hand Out for Observer & FIs

Hand Out for Observer & FI- PARAKH RASHTRIYA SARVEKSHAN 2024

Observer & FIs		
Observers (DLCs-CBSE) & FIs (DLCs-PARAKH) are appointed by District Level Coordinators (DLCs) and issued the Letter of Appointment (LOA), which indicates the sampled school assigned to them for PARAKH RASHTRIYA SARVEKSHAN 2024. Observers & FIs need to carry out the following responsibilities to ensure smooth, fair and timely conduct of PARAKH RASHTRIYA SARVEKSHAN - 2024on 4 th December 2024		
No.	Roles and Responsibilities of the Observer & FIs	Check List
1	Collect Letter of Appointment (LOA) from concerned DLC	
2	LOA contains the Name, UDISE+ Code, Address of sample school assigned to the Observer & FIs.	
3	The LOA has provision for photo* and signature. Observer should visit the assigned sample school along with LOA and a photo ID (AADHAR CARD, Driving License, Passport, Voter ID, Departmental ID etc.) <i>*Please handover your passport size photograph to DLC-CBSE well in advance for affixing on the LOA.</i>	
4	LOA of observer will have the details of the assigned DLC-CBSE/Custodian school from where Test materials have to be collected	
5	Observer to report to assigned DLC -CBSE at 05:30 AM on 4 th December 2024, with LOA and ID (For Hilly areas and difficult locations involving longer travel time, the DLC will decide the date and time of handing over of sealed Test packets in advance in consultation with the Observer with Undertaking for advance delivery of survey material. The Observer would ensure intactness of the sealed packets till the commencement of PARAKH RASHTRIYA SARVEKSHAN - 2024on 4th December 2024 in all such cases.	
6	While collecting the PARAKH materials, please check the assigned sample school and the center bag number allocated to your sampled school. The DLC-CBSE distribution center has been advised to ensure a proper mechanism and arrangement in the school for an error free distribution of the center bags meant for respective sampled school.	
7	At the distribution center, show your ID, verify the center bag number and UDISE+ code upon collection of materials and then sign the CHALLAN summary before leaving the DLC-CBSE distribution center	
8	Observer & FI must report to the assigned sampled school before the morning assembly on 4th December 2024, after collecting the sealed packets from distribution center/FI from Observer.	
9	On reaching the sample school, meet the Principal / Headmaster (HM), and introduce yourself and explain that you are there for the conduct of PARAKH RASHTRIYA SARVEKSHAN - 2024 in the school, and also share the Grade in which the survey will be conducted. Handover the letter of appointment to the Principal / Headmaster. Also hand over the material & handout to the Field Investigator. Sample school wise Field Note, handout, control sheet has been sent to the Distribution Center in advance which should be collected by you along with the sealed material packet.	
10	Check and confirm the number of sections in the sample Grade.	
11	Collect the sampled class (Section) attendance register(s) of students of the sample Grade.	
12	Ensure that survey room is preferably at the ground floor and the room is big enough to accommodate 30 students for PARAKH RASHTRIYA SARVEKSHAN - 2024.	
13	Request Principal / HM to provide chair and furniture etc. for work	
14	Carry Pen and White paper (2-3 sheets), for the purpose of Sampling of students for the Sarvekshan (Survey)	

15	Conduct Sampling following the procedure given on the Control Sheet (reverse side)		
16	Ensure that the Control Sheet is filled with actual names of students selected as part of PARAKH Sampling procedure (batch of maximum 30 students selected following the sampling procedure), and get them seated in the survey room according to PARAKH ID from 01 to 30). Sampling instructions are also printed all the reverse side of the control sheet.		
17	FIs to distribute Assessment Test (AT) Booklets starting from Student ID 01, strictly as per Control Sheet, ensuring that correct AT booklet number and correct PQ booklet number is distributed as per Student ID mentioned on control sheet		
18	FIs to read out the Instructions to Students about the Test Booklet describing them (preferably in their language). The students should be informed that the Test Booklet has questions with options as given in the example below: Example question: Which one of the following is the largest number? 1. 55 2. 77 3. 57 4. 75 Grade 6 & 9 students should be asked to circle the correct option in the OMR, Option 2 is correct in this case.		
	Correct way of marking the answer	Incorrect way of marking the answer	
			
19	FIs to collect the responses on the option on the booklet by circling / ticking in case of Grade 3 , and the opted option be posted on the OMR by darkening the relevant circle		
20	Remain attentive to ensure silence and discipline in the survey room and also prevent cheating etc. Do not punish or penalize any student. If needed for maintaining discipline, take the help of the Principal / HM		
21	After the AT is over, ensure distribution of Pupil Questionnaire (PQ) immediately with help of FI and ensure interaction with the sample students of Grade 3 for explaining the questions. FIs to collect the responses on the option on the booklet by circling / ticking in case of Grade 3, and the opted option be posted on the OMR by darkening the relevant circle		
22	For Grade 6 and 9, distribute PQ and ask the students to fill the OMR. Remove the doubts of the students if any		
23	Update the observation tools such as monitoring proforma & Field Notes, Control Sheet etc.		
24	Once all the OMRs have been filled, collect back all the materials including used and un-used test booklets and OMRs.		
25	Count all the filled OMRs and verify that all OMRs for each surveyed student has been collected. One empty and open Tamper-Evident Packet marked as “OMR RETURN BAG” will be kept in the SQ Booklets Bag. This empty common packet should be used for packing of all used i.e. filled OMRs of AT, PQ, TQ and SQ of all grades (3,6 & 9) and filled Control Sheet, Monitoring Proforma, Field Note for Observer and Joint field note of Field Investigators. OMRs of all classes for one school will be put up in this open bag and sealed by the Observers and Field Investigators at the centre, after the survey		
26	All the used & unused Test Booklets (AT, PQ, TQ & SQ) may be packed in the same old packets in which the material was received from collection centre by observer & Field investigator in the morning & sealed with transparent / brown tape. All these packets of used booklets should be tied together with sutli & brought back by observer along with the sealed “OMR RETURN BAG” & submitted to the collection centre from where the material was distributed on the day of survey		
27	Field Investigator & Observers should ensure that none of the material related to the survey should be left at the school under any circumstances.		
28	Report to the DLC-CBSE distribution center and deposit the ‘OMR RETURN BAG’ containing used OMR sheets (AT +PQ + SQ+ TQ) and other observation tools as well as packet of all used/Unused Booklets tied together. Sign the Challan Summary upon submission of the materials The process to conduct the Sampling is given below. Step-by-step guide has been given on the reverse side of the Control Sheet.		

Annexure-XII Acceptance of Appointment as Observer

Acceptance of appointment as Observer for PARAKH RASHTRIYA SARVEKSHAN -2024
to be held on 04th December, 2024

OBSERVERS

DLC-PARAKH/CBSE Name:				
District Name:				
State:				
S.No.	Particulars			
A1	Name of the Observer			
A2	Designation			
A3	Mobile No			
A4	E-Mail id			
A5	School Code		Affiliation No	
A7	Name of School			
A8	Address of School			
A9	District			
A10	State		PIN CODE	
S.No.	Bank Details			
B1	Account Holder's Name			
B2	Name of Bank			
B3	Account No			
B4	IFSC Code			

Consent and declaration

1. I hereby convey my consent to act as Observer for PARAKH RASHTRIYA SARVEKSHAN - 2024 to be conducted on 04.12.2024.
2. I confirm that I have read the contents of the letter seeking my consent for being appointed as Observer for above mentioned District. I have understood my role and responsibility as broadly outlined in the covering letter. My A/c No. IFSC Code and beneficiary details are correct for online payment.
3. I hereby declare that I am serving in the above said capacity in the school as mentioned above. I would carefully discharge duties assigned to me by the State/Regional Coordinator & DLC-PARAKH/CBSE from time to time in respect of conduct of PARAKH RASHTRIYA SARVEKSHAN - 2024 and also attend the Training session as and when conducted by the DLC-CBSE. Admissible remuneration shall be acceptable as per rules of the Board
4. I confirm that this Consent is final and I will positively be available for conduct of survey on the Survey date i.e. 04.12.2024 and report to DLC-CBSE for collection of material as per planned schedule. I have checked my Bank A/c No, my Name, Bank's Name and the IFSC code and details are correct. No change is needed.

Signature: _____

Name of Observer: _____

Designation: _____

Annexure-XIII Field Note for Observer

Field Note for Observer-PARAKH RASHTRIYA SARVEKSHAN-2024

The Observer are required to mark Yes/No, provide response in the Field Note below.

Name of School											
UDISE+ Code											
Survey Grade	Grade 3 ☐ Grade 6 ☐ Grade 9 ☐										

Please fill the circle with your response in Yes or No column as appropriate:

S.N	Question	Yes	No
Administrative Observations			
1	Was the School Aware of the Survey Team Arrival?	☐	☐
2	Did the Field Investigator Arrive on time on the survey day?	☐	☐
3	Did HM/ Principal provide proper access to Student Attendance register?	☐	☐
4	Was a suitable room available for PARAKH RASHTRIYA SARVEKSHAN-2024?	☐	☐
5	Were Survey room, benches, lighting and ventilation in proper condition	☐	☐
6	Were required arrangements and provisions made for CWSN?	☐	☐
7	Did the HM/staff extend support for smooth conduct of PARAKH RASHTRIYA SARVEKSHAN - 2024?	☐	☐
Sampling related Observation			
8	Was it a single section in the sample Grade?	☐	☐
9	I had to use the sampling procedure defined & also mentioned on reverse side of the Control Sheet, it being a multiple section school for the Sample Grade. If yes, give classes & Sections_____Medium_____	☐	☐
10	I followed the instructions on the Control Sheet about selection of section and selection of sample batch for survey	☐	☐
Survey Related Observations			
11	Did the survey take place in a fair manner according to you?	☐	☐
12	Was there any interruption from school teachers/HMs/staff during the survey?	☐	☐
13	The Distribution of the AT and PQ took place as per control sheet	☐	☐
14	The students were explained the PQ items for ensuring that the questions are correctly understood for capturing the correct response	☐	☐
15	All the materials were packed and handed over to the Observer and no material (used / unused), was left at the sampled school or with any sampled school staff, student etc.	☐	☐
16	Did you notice any other difficulty during test administration? OR any other observation. _____ _____		

Observer's name:

Signature:

Annexure-XIV Activity Schedule for Observer & FI for 4th December 2024

S. No	Tasks	Details	Responsibility	Timing
1	Collection from DLC Distribution Center	Report to DLC Distribution Center and collect the sealed packets (Center Bag), for the assigned sample school. Sign CHALLAN summary	Observer	05:30AM Onwards or as per the field situation
2	Reporting to Sample schools	Report to assigned sample school and meet school head with LOA	Observer & FI	Before School Assembly
3	Sampling of Section and Students	Collect Student attendance Register and conduct sampling of Section & Students and as per instruction on the back of Control with the help of observer.	FI	After School Assembly
4	Pre-Distribution Instructions	Supervise seating of the students in order of Student ID. Keep things ready for distribution of test booklets as per the Control Sheet. Explain them the methods for filling the OMRs and general instructions relating AT and PQ.	FI	Before the start of Assessment Test (AT)
5	Booklets Distribution	Distribute the AT booklets to the students, as per the Control Sheet	FI	After all arrangements are done
6	Proctoring & Invigilation	Invigilate the test and ensure no cheating or malpractice take place. DON'T PENALIZE STUDENTS	Observer & FI	During the Test
7	Collection of AT OMRs	Collect the Test booklets & OMRs for the ATs.	Observer & FI	After completion of Assessment Test
8	Distribution of PQ	Give PQ to all students Grade 3, 6 & 9 for attempting. PQ for Gr-3 be filled up in interactive mode. Get the SQ & TQ filled by the principal & subject Teachers in the meantime	FI	After the AT is over
9	Counting of the OMRs	Count and pack all the booklets in the same old packets in which the material was received. Count and Pack OMRs after checking that the all OMRs are filled completely. For Grade 3 get the OMR filled by the FI with the help of observer.	Observer & FI	After the AT/PQ/TQ & SQ are filled & over
10	Counting and Packing	Count all the filled OMRs and verify that all OMRs for each surveyed student has been collected. One empty and open Tamper-Evident Packet marked as "OMR RETURN BAG" will be kept in the SQ Booklets Bag. This empty common packet should be used for packing of all used i.e., filled OMRs of AT, PQ, TQ and SQ of all grades (3,6 & 9) and filled Control Sheet, Monitoring Proforma, Field Note for Observer and field note of Field Investigators. OMRs of all classes for one school will be put up in this open bag and sealed by the Observers and Field Investigators at the centre, after the survey. All the used & unused Test Booklets (AT, PQ, TQ & SQ) may be packed in the same old packets in which the material was received from collection centre by observer & Field investigator in the morning & sealed with transparent / brown tape. All these packets of used booklets should be tied together with <i>sutli</i> & brought back by observer along with the sealed "OMR RETURN BAG" & submitted to the collection centre from where the material was distributed on the day of survey. Field Investigator & Observers should ensure that none of the material related to the survey should be left at the school under any circumstances.	Observer & FI	After the AT/PQ/TQ & SQ are filled & over
10	Submission to DLCs	Submit packed materials to DLC-CBSE distribution center. The time is indicative and may vary depending upon travel time involved	Observer	After Packing as per procedure

Annexure-XV Monitoring Proforma

PARAKH RASHTRIYA SARVEKSHAN 2024 MONITORING PROFORMA

To be filled in Jointly by the Head Teacher/Principal of the Sample School & Observer

(To be filled in jointly by the Observers & Principal for the Sampled School)

1. Name of the School _____
2. UDISE + Code _____
3. Name of the State _____
4. Name of the Block & District _____
5. Survey Grades 3 ☐ 6 ☐ 9 ☐
6. Section (if applicable) _____

7. Provide the following information:

Total Students Enrolled	Students Present	Students Participated in Survey

Instructions - For registering responses, please use 'YES' or 'NO':

Yes No

- | | | |
|--|--------------------------|--------------------------|
| 8. Whether the school got prior information about the Day of Assessment? | ☐ | ☐ |
| 9. Whether the Head Teacher/Principal was found to facilitate the survey activities | ☐ | ☐ |
| 10. Whether faced any problem with regard to printing quality of test items/diagrams were in readable condition to students? | ☐ | ☐ |
| 11. Whether the following facilities were adequate during the tools administration | | |
| i. Seating arrangement | ☐ | ☐ |
| ii. Ventilation | ☐ | ☐ |
| iii. Light | ☐ | ☐ |
| iv. Sanitation | ☐ | ☐ |
| v. Drinking water | ☐ | ☐ |
| vi. Enabling facilities for Children with Special Needs (CWSN) | ☐ | ☐ |

12. Suggestions (if any) regarding the conduct of survey.

Head Teacher's/Principal's Signature with school's seal

Observer's Signature

Name & Designation:

Name & Designation:

Contact No. _____

Contact No. _____

Date: _____

Date: _____

Place: _____

Place: _____

Annexure-XVI Letter of Appointment (LOA) for FIs



Ministry of Education
Government of India



To whom it may concern

This letter is to authorize (Name),
holding the designation of..... (Designation) at
..... (Institutional address),
to act as a Field Investigator.

This letter serves as a formal authorization to administer the **PARAKH Rashtriya Sarvekshan 2024**.
The Field Investigator is authorized to collect all relevant information in accordance with the format and
guidelines provided by **PARAKH, NCERT**.

Sample School

UDISE+ Code											
Name & Address of School											
Survey Grade	Grade 3 ☐ Grade 6 ☐ Grade 9 ☐										

Details of District Level Coordinator (DLC-PARAKH) appointed by SLC, PARAKH-NCERT	Details of the Observer appointed by PARAKH/CBSE	Details of the Field Investigator appointed by DLC, PARAKH-NCERT
Name-	Name-	Name-
Mobile-	Mobile-	Mobile-
Email-	Email-	Email-

The school administration is requested to provide full cooperation to the Field Investigator in carrying out this essential task.

Signature of DLC

Name of DLC

Designation

Seal Impression of the institute

Annexure-XVII Field Note for FIs

Field Note for Field Investigators (FIs)

PARAKH RASHTRIYA SARVEKSHAN -2024

(TO BE FILLED BY FIELD INVESTIGATORS AND HANDED OVER TO OBSERVER)

The FIs are required to mark Yes/No or provide response in the Field Note below, and hand over the same to the Observer.

Date of Survey (in DD MM YYYY Format)

0	4	1	2	2	0	2	4
---	---	---	---	---	---	---	---

UDISE+ Code											
Name of School											
Survey Grade	Grade 3 ☐ Grade 6 ☐ Grade 9 ☐										

1. Name of the state

2. Name of the district

3. Name of Block

_____ ☐ ☐

4. Area Code of the School: Rural _____ Urban _____

5. Class Section, Medium in which test Administered:

	Class	Section
3	☐	☐
6	☐	☐
9	☐	☐

6. Class _____ Medium _____ Section _____

7. Name of the Head Teacher/Principal

a. In case, the class has only one section:

1. Number of students enrolled in the class _____

2. Number of students who are absent in the class _____

3. Number of students taken the test _____

b. In case, the class has more than one section:

1. Number of sections in the class _____

2. Total Number of students enrolled in all the sections of the class _____

3.The serial number of the sampled section _____

4.Total number of students enrolled in the sampled section _____

5.Number of students who took the tests _____

6.Number of students who are absent in the sampled section _____

Please fill the Box with your response in the ‘Yes’ or ‘No’ column as appropriate:

SN	Question	Yes	No
Administrative Observations			
1	Was the School Aware of the Survey Team Arrival?	☐	☐
2	Was Observer present for the survey in the school?	☐	☐
3	Did HM/ Principal provide proper access to Student Attendance register?	☐	☐
4	Was a suitable room available for PARAKH RASHTRIYA SARVEKSHAN-2024?	☐	☐
5	Were Survey room, benches, lighting and ventilation in proper condition	☐	☐
6	Were arrangements and provisions made for CWSN?	☐	☐
7	Did the HM/staff extend support for smooth conduct of PARAKH RASHTRIYA SARVEKSHAN?	☐	☐
Sampling related Observation			
8	Was it a single section in the sample Grade?	☐	☐
9	I had to use the Sampling procedure defined in Training manual and also mentioned on reverse side of the Control Sheet, it being a multiple section school for the Sample Grade. If yes, give Classes & Sections _____ Medium _____	☐	☐
10	I followed the instructions on the Control Sheet about selection of section and selection of sample batch for survey	☐	☐
Survey Related Observations			
11	Did the survey take place in a fair manner according to you?	☐	☐
12	Was there any interruption from school teachers/HMs/staff during the survey?	☐	☐
13	The Distribution of the AT and PQ took place as per control sheet	☐	☐
14	The students were explained the PQ items for ensuring that the questions are correctly understood for capturing the correct response	☐	☐
15	All the materials were packed and handed over to the Observer and no material (used / un-used), was left at the sampled school or with any sampled school staff, student etc.	☐	☐
16	Did you notice any other difficulty during test administration? OR any other observation.		

Field Investigator/s

Name: Signature:

Annexure-XVIII FAQs

FAQs - PARAKH Rashtriya Sarvekshan 2024

An illustrative list of FAQs has been prepared for reference and clarity on various issues relating to the PARAKH Rashtriya Sarvekshan 2024. The list has been divided into 3 sections as below:

Category A: PARAKH Rashtriya Sarvekshan Overview (SN. 1- 34),

Category B: Functionaries Involved in PARAKH Rashtriya Sarvekshan - Roles and Responsibilities (SN. 35- 51),

Category C: Survey related queries (SN. 52- 64).

S. No	Questions	Answers
Category A: PARAKH Rashtriya Sarvekshan Overview (SN. 1- 34),		
1	What is PARAKH Rashtriya Sarvekshan?	Formerly known as the National Achievement Survey (NAS), PARAKH Rashtriya 2024 is the largest, nationwide, sample-based educational survey conducted across India.
2	Why is PARAKH Rashtriya Sarvekshan conducted?	To provide structured feedback on student learning levels at District, State, and national levels. These inputs are used for policy planning and designing pedagogical interventions to improve quality and ensure equity in learning.
3	What is the date of PARAKH Rashtriya Sarvekshan 2024	4 th December 2024
4	Is PARAKH Rashtriya Sarvekshan an examination conducted by the school?	PARAKH Rashtriya Sarvekshan is NOT a school-based examination. It is a system-level assessment conducted on a nationally representative sample that aims to provide feedback on the effectiveness of the school education system in our country
5	How does PARAKH Rashtriya Sarvekshan provide system level feedback?	By administering standardized survey to students and collecting information on relevant background variables such as school environment, teaching processes, and student home and background factors.
6	Does PARAKH Rashtriya Sarvekshan provide individual school or student performance scores?	PARAKH Rashtriya Sarvekshan does not provide individual school or student scores. It provides a summary of performance at the District, State, and National levels, with the district as the unit for reporting
7	Can any school participate in PARAKH Rashtriya Sarvekshan 2024?	No, Only the schools selected in sample can participate.
8	Which are the Grades in which Sarvekshan will be conducted?	Grades 3,6 and 9
9	Which Ministry conducts the PARAKH Rashtriya Sarvekshan?	PARAKH Rashtriya Sarvekshan is undertaken by the Department of School Education and Literacy, Ministry of Education, Government of India
10	Which organization under MoE is conducting PARAKH Rashtriya Sarvekshan 2024?	PARAKH, NCERT in collaboration with CBSE, New Delhi under the aegis of Ministry of Education, (GOI)

11	Which organization is designing assessment framework and tools for PARAKH Rashtriya Sarvekshan 2024?	National Assessment Centre PARAKH, NCERT
12	What are key curricular areas to be assessed in Grade 3?	For Grade 3, Foundational stage competencies will be assessed
13	What are key curricular areas to be assessed in Grade 6?	At the end of preparatory stage, the assessment areas include: Language, Mathematics, and The World Around Us (TWAU) for grade 6.
14	What are curricular areas to be assessed in Grade 9?	At the end of middle stage, the assessment areas include: Language, Mathematics, Science, and Social Science for grade 9.
15	What is the student testing load?	It refers to the total number of test booklets and items that will be administered to each student
16	What are the parameters of surveying?	PARAKH Rashtriya Sarvekshan is based on stage specific competencies mentioned in the National Curriculum Framework for Foundational Stage and School Education across the key curricular domains in different levels
17	How is PARAKH Rashtriya Sarvekshan 2024 framework designed?	It is carefully designed by the PARAKH NCERT to enhance validity, reliability and interpretability of the derived measures of student learning
18	How many test booklets are there for Grade 3?	6 test booklets
19	How many total items are there in Grade 3?	45
	How many test booklets are there for Grade 6?	6 test booklets
20	How many total items are there in Grade 6?	51
21	How many test booklets are there for Grade 9?	8 test booklets
22	How many total items are there in Grade 9?	60
23	Where can we see the Assessment Framework?	Assessment Framework for PARAKH Rashtriya Sarvekshan 2024 is available on NCERT: https://ncert.nic.in/parakh/index.php?ln=en
24	What are the main objectives considered for determination of Sample Size?	The main objectives considered for determination of sample size include: ● Measure student achievement at national level - o Overall national - o By gender - o By rural/ urban - o By social group - o By school management ● Measure student achievement at each state level - o Overall state - o By gender within state - o By rural/ urban within state

		- o By social group within state - o By school management within state ● Measure student achievement at each district level - o Overall district - o By gender within district - o By rural/ urban within district - o By social group within district - o By school management within district										
25	Which are the sample frames of schools included in PARAKH Rashtriya Sarvekshan 2024 sampling?	Four frames in PARAKH Rashtriya Sarvekshan 2024 (as per UDISE+ 2022-23 data) Frame 1 State Government schools Frame 2 Government Aided schools Frame3 Private Unaided recognized schools Frame 4 Central Government schools										
26	What is the maximum number of students to be administered the survey for a Grade in a school?	30										
27	What to do if the enrollment in target grade is less than 30?	All students of the section will be selected for the Survey										
28	What to do if the enrollment in target grade in selected section is more than 30, and it is a single section grade?	Field Investigators and Observers will select 30 students as per Sampling procedure defined in Training manual provided by the National assessment Centre PARAKH.										
29	What to do if the enrollment in target grade in selected section is more than 30, and there are multiple sections in the grade?	Field Investigators and Observers will do Section Sampling than Student Sampling as per Sampling procedure defined in Training manual and on the Control Sheet.										
30	How would the distribution of test booklets be done to students selected for the survey?	Packets containing the Assessment Booklet will be pre-arranged as per guidelines										
31	How many districts will be covered in PARAKH Rashtriya Sarvekshan 2024?	782 districts (as per UDISE+ Data 2023-24)										
32	Which States and UTs are surveyed in PARAKH Rashtriya Sarvekshan 2024?	All States and Union Territories (UTs)										
33	How many schools are likely to be surveyed in PARAKH Rashtriya Sarvekshan 2024?	75,565 Unique schools* will be surveyed as per sampling of PARAKH Rashtriya Sarvekshan 2024 <table><tr><td>Target Grade</td><td>Number of Schools</td></tr><tr><td>Grade 3</td><td>28,361</td></tr><tr><td>Grade 6</td><td>27,466</td></tr><tr><td>Grade 9</td><td>31,792</td></tr><tr><td>Total</td><td>87,619</td></tr></table> * Unique school– School counted as one School whether it only one target Grade or many target Grades selected in sample for Survey	Target Grade	Number of Schools	Grade 3	28,361	Grade 6	27,466	Grade 9	31,792	Total	87,619
Target Grade	Number of Schools											
Grade 3	28,361											
Grade 6	27,466											
Grade 9	31,792											
Total	87,619											
34	How many students are likely to be surveyed in PARAKH Rashtriya Sarvekshan 2024?	22,94,377 students will be surveyed as per target grade wise details given below: <table><tr><td>Target Grade</td><td>Enrollment</td></tr><tr><td>Grade 3</td><td>6,64,652</td></tr><tr><td>Grade 6</td><td>7,23,332</td></tr><tr><td>Grade 9</td><td>9,06,393</td></tr><tr><td>Total</td><td>22.94.377</td></tr></table>	Target Grade	Enrollment	Grade 3	6,64,652	Grade 6	7,23,332	Grade 9	9,06,393	Total	22.94.377
Target Grade	Enrollment											
Grade 3	6,64,652											
Grade 6	7,23,332											
Grade 9	9,06,393											
Total	22.94.377											

Category B: Functionaries involved in PARAKH Rashtriya Sarvekshan- Roles and Responsibilities (SN. 35- 51)

35	What are different Functionaries involved in the conduct of PARAKH Rashtriya Sarvekshan 2024?	1. PARAKH NCERT & CBSE at the National level as National Admin for Survey 2. PARAKH State Level Coordinators (SLCs) at State level (to be appointed by PARAKH-NCERT) 3. PARAKH District Level Coordinators (DLCs) at District level (to be appointed by SLCs) 4. Field Investigators at the School level (to be appointed by DLCs for their district) 5. CBSE Regional Coordinators (RCs) amongst the Regional Directors/officers. 6. CBSE District Level Coordinators (DLCs) at District level (to be appointed by CBSE) 7. Resource Centre Custodian (RCC) at District level (to be appointed by CBSE) 8. Observers at the School level (to be appointed by DLCs for their district) 9. Board Representative at the District level (to be appointed by CBSE) 10. National Level Observers at the State level (to be appointed by Ministry of Education and PARAKH) 11. National Level Experts for evidencing PARAKH Rashtriya Sarvekshan (to be appointed by MoE and National Assessment Centre PARAKH)
36	What are key Organizations / involved at the national level and their Major role?	1. Department of School Education & Literacy, Ministry of Education, Govt. of India – Coordination, Funding and Guidance 2. PARAKH NCERT - Assessment Development, Translation of survey material, Coordination with States/UTs, Training & Reporting 3. DDG (Statistics)- Sampling Frame 4. CBSE - Assessment Administrator 5. NITI AAYOG - Advisory Support
37	Who are PARAKH SLCs?	• The State Level Coordinator appointed by PARAKH-NCERT will be SPD, Samagra Shiksha and Director SCERT/Principal SIE. • They will have administrative discretion vested in them for ensuring a hassle-free conduct of survey in the State/UT.
38	What are the Roles and Responsibilities of PARAKH SLCs?	• Act as a key Link for coordination between State/UT, the Ministry of Education, NAC PARAKH, CBSE and District functionaries. • The state level coordinator will appoint State level co—coordinator/Master trainer for smooth functioning of the survey. • Nomination of the District Level Coordinators (DLCs) for each district in their respective State/UTs and share the list with NAC PARAKH. • Issue instructions to DLCs & Schools to ensure support in survey

		● Extend support (as required) to CBSE in the conduct of the PARAKH Rashtriya Sarvekshan 2024
39	Who are PARAKH DLCs?	PARAKH District Level Coordinators are the Principal of the DIET and/or the DEO (District Education Officer), In the absence of a DIET, a senior college lecturer or SCERT faculty member may be nominated.
40	What are the Roles and Responsibilities of DLCs (PARAKH)?	● Would nominate Field Investigator (FIs) required for conduct of survey in the sampled school in their District and share the list with NAC PARAKH. ● Would issue instructions / directives relating to PARAKH 2024 conduct, protocols, training schedules etc., and ensure mandatory reporting for duty and attending the trainings arranged by the SLCs in coordination with PARAKH NCERT ● Conduct the training sessions for Field Investigators.
41	Who are Field Investigators?	● Field Investigators are nominated by the DLCs. ● Field Investigators (FIs) should preferably be DIET students, followed by B.Ed./M.Ed. trainees, college students, retired school teachers, Grade 11 students, and trained teachers not working in sampled schools in that order. ● Teacher's working in school should not be used as FIs.
42	What are the Roles and Responsibilities of the Field Investigators?	● Attend the training workshop organized by the district level Coordinators in coordination with SCERT and SPD. ● FI would coordinate with the Observer / DLC for conduct of PARAKH Rashtriya Sarvekshan 2024 as per SoP. ● Carry out sampling of Section and Students in the assigned grade as per the procedure and complete other responsibilities in association with the Observer ● The Field Investigator should complete the administration of all tests in assigned grade on the day of assessment. ● Complete the Survey Questionnaires, Field Note, and Control Sheet ● For grade 3, fill the student information on Test Forms and OMR sheet and Transfer students' responses from test booklet and PQ

		to OMR sheet.
43	To whom will the FI report across different stages of conduct of PARAKH Rashtriya Sarvekshan?	• To the District Level Coordinators (DLCs)- PARAKH during the nomination stage and training. • To the District Level Coordinator (DLC) PARAKH after appointment for the school. • To the CBSE Observer on a week prior to survey and also on the day of survey reporting at the assigned sampled school • FIs would also take instructions from CBSE DLC depending on the on-ground situation
44	Who are CBSE DLCs?	CBSE District Level Coordinators are generally the principals of the affiliated schools with experience of handling similar assignments. They are appointed by the CBSE HQ.
45	What are the Roles and Responsibilities of CBSE DLCs?	• Nomination of Observers (from local schools) • Conduct of Training (Online/Offline) of Observers and others • Regular coordination with the CBSE HQ • Storage/Distribution of materials and collection • Operate helpdesk in their school for coordination • Ensure smooth conduct of Survey as per the SoP / Administration Manual
46	With whom will the PARAKH District Level Coordinator coordinate with?	• Will coordinate with the SLCs at nomination stage and during the nomination of Field Investigator • PARAKH DLC would also coordinate with CBSE DLC for resolving issues, if any
47	Who are CBSE Observers?	CBSE Observers are Principals, Vice Principals, PGT, TGT and PRT teachers from affiliated schools. They will be appointed and supervised by the District Level Coordinator (CBSE)
48	What are the Roles and Responsibilities of CBSE Observers?	• Reporting to assigned sampled school with test material for conduct of Survey • Coordinate with the DLCs and FIs in advance prior to survey day • Attend training / capacity building sessions as and when arranged • Conduct/Monitor Survey as per the SoP
49	Where would or to whom will the Observer report?	• To the CBSE District Level Coordinator at the nomination stage and after appointment • To the Resource Centre Custodian (RCC)/Custodian on the day of survey for collection of survey materials and report to the assigned sampled school for distribution of the survey material • Would take instructions from the DLCs (CBSE) at all stages
50	What is the training strategy for various Functionaries?	The training for the different Functionaries will be done following a blended approach (Offline and Online as feasible).

51	Who are Board Representative and what is their role?	They are Board appointed officials (Officials of the Board / institutions in the central Govt./ principals of CBSE affiliated non-sample schools). They would report to the allotted district to monitor the overall functioning of the Survey Team under CBSE DLC and ensure fair conduct of the survey as well as secured movement of survey materials post survey for the designated place. They will be appointed by the CBSE HQ
Category C: Survey Tools and Administration Modalities (SN. 52- 64)		
52	What do Survey Materials mean?	It means the Achievement Test Booklets and Background Questionnaires as below • Pupil Questionnaire (PQ) – to be filled by sampled students • Teacher Questionnaire (TQ) – to be filled by subject teacher of target grade • School Questionnaire (SQ) – to be filled by school headmaster / principal • OMR Sheets inserted in the booklets • Control Sheet – to be filled by the FI • Sampling Sheet- to be used by the FI for Section and Student Sampling.
53	What help is desired from the Head of the Sampled School for conduct of PARAKH Rashtriya Sarvekshan 2024?	1. Provide bigger room / hall for conduct of Survey 2. Present class register to the Survey team for sampling and survey administration 3. Ensure discipline and a noise free atmosphere in and around the Survey Room 4. Arrange for a room, preferably at the ground floor keeping in view CWSN cases 5. Arrange for scribe in consultation with Observer and Field Investigator for CWSN 6. Provide extra time (~30 minutes) to complete survey for CWSN 7. Provide suitable furniture to the survey team for managing the survey affairs
54	Who is responsible for secured storage of Survey Materials?	Resource Center Custodian (RCC) / CBSE District Level Coordinator (DLC) / Banks (RCC may be established either by CBSE at district level or the States and UTs will be establishing the Resource Custody Centres (RCCs) in District Magistrate/Deputy Commissioner offices/District Education Officer offices or DIETs.
55	What types of OMR sheets will be used in PARAKH Rashtriya Sarvekshan 2024?	• OMRs Achievement test for sampled students • OMRs for PQ for sampled students • OMRs for TQ for subject teachers • OMRs for SQ for school headmaster / principal
56	Will Background Questionnaires be administered same day?	Yes
57	How will the OMRs be filled by Grade 3 students?	The OMRs for Grade 3 will be fill by Field Investigators after completion of the test.

58	Will there be any involvement of SCERT / PARAKH DLCs / CBSE DLC in scanning or data capturing of OMRs?	No. Scanning will be done centrally by the Administration Agency (CBSE) at a designated place.
59	Can the student take away the test booklets and survey questionnaires after the survey?	No, the student will hand over the Test Booklets and the OMRs to the Field Investigator/ Observer.
60	When do we need to conduct sampling of a section in the sample school?	Section Sampling needs to be carried out ONLY if there is more than one section for assigned grades - that is 3,6,9 and in the respective school
61	When do we need to conduct a sampling of students in the sample school?	Student Sampling needs to be carried out ONLY if there are more than 30 students enrolled in the selected section/class.
62	What to do if the school staff tries to help the student during the survey?	FI/Observer would prevent such things by politely requesting. In case, unable to do so, they would make a note of such activities as "Unfair Means" in the Field Notes / Control Sheet.
63	Can students or teachers take the survey material home?	No , the students or teachers cannot take any survey material home
64	Post survey how many packets are required to be created, and what materials should be included in each?	2 packets, Packet 1: Contains all used materials, including the Control Sheet, Monitoring Proforma, Joint Field Notes, and the completed AT, PQ, TQ, and SQ OMR sheets. Packet 2: Contains all used and unused test booklets, PQ, TQ, and SQ forms and other survey-related materials.

NOTE: The exact Action Plan / Strategy and finer details for actual conduct of Survey on the day of PARAKH Rashtriya Sarvekshan 2024 will be shared only with the Functionaries concerned at an appropriate time so as to maintain the SANCTITY of the survey. An extensive Capacity Building and Training Program is being taken up by the PARAKH-NCERT &, CBSE for all the Functionaries.

