

## ABOUT THE MANUAL

With immense pleasure and gratitude, I am presenting this Examination Manual to the Staff and Students of the Technical Education Department. There has been request from various points to prepare an Examination Manual for last many years. Due to various reasons my predecessors cannot bring forth the same even though some steps were initiated by them. The request was repeated continuously even after my taking charge in this office. The Board of Technical Examinations held on 02-08-'07 recommended the preparation of a Manual which encouraged me to take a bold step in this regard.

**Regarding the contents of the Manual, it is not exhaustive. It not comprehensive due to the non availability of sufficient previous records, Govt. orders, Circulars etc. Much more is to be added and many things may be needed to be modified. I solicit the suggestions and contribution of my Superiors, Principals of Polytechnic Colleges and other Co workers in this regard. Please feel free to point out defects and to put forth creative suggestions in writing.**

Main thrust is given to Diploma Examination in Engineering/Technology/DCP. Hence details of other Examinations are given only in brief. The procedures not mentioned specifically in each such examination are more or less same as in the Diploma Engineering Examinations conducted by the Board of Technical Exams. Details regarding the matters like 'Setting of Question papers' cannot be included in the Manual considering the confidentiality of the matter. Forms, Proformae, Application etc are not given as Appendix to the Manual since they are available in the Web site. It is also meant not to make the Manual voluminous. Hope the Manual will be helpful to the Staff and Students as well as the Staff of this office.

I thank the Director of Technical Education, Senior Joint Director (PS), and all the other members of the Board of Technical Examinations who entrusted me the work of preparing the Manual and also granted approval to publish the Manual in this form.

**B RAVEENDRAN PILLAI**  
**Joint Controller**