



## E-NOTICE

Date - 19/12/2025

### Subject : Continuous Assessment (CA) Process

All **BBA, BCA, BBA (HM) & MHA 1<sup>st</sup>** Sem Students of **INSTITUTE OF SCIENCE & TECHNOLOGY MANAGEMENT (ISTM)** are hereby informed that they will have to complete their **Continuous Assessment (CA)** process as per Notice published by the MAKAUT, WB which has been already sent to the respective students' group. We will send Notice for every CA process in due course of time.

This notice is only for **CA1**

For CA1, every subject Teacher will give a particular topics roll no wise. Subject Teacher also will provide a sample **PPT**.

List of topics with subject teacher's name & contact number, sample **PPT** will be sent to the respective students Group in due course of time.

All students will have to make a **POWER POINT PRESENTATION (PPT)** with minimum 8 slides on that topics and will have to send through mail (department wise mail ID are given below) within **04.01.2026**. If any student have any query regarding making **PPT**, then he/she can contact with the subject teacher.

At the time of sending this mail, Please write in the Subject line as : **NAME-ROLL-STREAM-SEM**: (Example : **ATANU MANNA-32141925001-BBA-1ST**)

It is mandatory to complete this CA1 activities for all students. If any student fails to submit PPT, his/her CA1 Marks will not be sent to MAKAUT. He/she will treated as **ABSENT**. For any queries, you may feel free to contact with Mithun Sir on 9083283906.

#### Email ids:

**DEPARTMENT**  
Management

:

**MAIL IDS**  
ca.ist.management@gmail.com

By Order, Authorised Signatory