

Information to the student for appearing the online examination
(Even Semester, Regular & Back)

1. The semester examination will be conducted **via online mode**. Question pattern is multiple choice questions (**MCQ**) and there will be **two marks for each** correct answer **and no negative marking** for any wrong answer. The student may answer all questions.
2. There will be 50 questions for 70 marks of the exam duration 90 mins. The **BEST 35** answers will be considered.
3. There will be 70 questions for 100 marks of the exam duration 120 mins. The **BEST 50** answers will be considered.
4. The student is strongly advised to appear for online examination using a laptop or desktop. They can appear the examination using the smart mobile phone.
5. We recommend the **latest version** of Google Chrome or Mozilla Firefox in Laptop / desktop / mobile phone for the smooth appearance of the exam.
6. Before starting the test on the mobile phone, the student will restart and clean the mobile phone's cache files. The student will ensure that no application is running on the background of the phone.
7. If the internal clock of your computer is set incorrectly, or if you have not set the correct time zone setting for your location, the student will not be able to take the test on time. **India Standard Time (IST)** must be set to Time Zone as UTC +5:30.
8. The attendance will be collected using the Google Form link. The link will be provided 30 minutes before the start of the online test.
9. The given attendance Google form link is for verification of student details using the supplied "Verification password".
10. The student needs to submit an attendance Google form with student recent photograph before the examination starts and give the test on time.
11. On submission of attendance and verification of the student, **the Online Question Google form link** and **Question access code** will be shared with the student to conduct the examination.
12. If someone could not access or lost the online question Google form link accidentally, then the student will open again given attendance Google form link and click on "Edit your response" to get the online question link again.
13. The question access code is valid for 20 minutes after the start of the examination.

14. No student is allowed for examination after 20 min of the scheduled time.
15. The student has to submit the **Online Question Google** form well before the scheduled end time of the examination and **there is no auto-submission mode.**
16. If a student fails to submit the form, then he/she shall be considered as **ABSENT.**
17. The student has to ensure that there should not be any technical issues during the examination and need to ensure that they have consistent internet connectivity for examination.
18. The student needs to ensure they have **submitted** the answer properly at the end of the test.
19. If a student has still issues/doubts for opening the **Google form** link, the student can contact the support.
20. If a student get 'F' grade in any subject in this exam, then the immediate previous semester grade in the subject of equivalent credit will be considered.
21. If any students passing without 'F' grade and securing less SGPA than the previous Semester then the higher SGPA of immediate previous semester will be considered.
22. The above 20 and 21 will not be applicable to a student who does not appear online test. However he is allowed to appear in offline mode after Covid-19 normalizes. It will not be treated as back paper.

RR.Dash

CONTROLLER OF EXAMINATIONS