


<b>ANSAL UNIVERSITY</b>	
<b>School of Law Examination Committee</b> <b>SOP on End-Semester Examination</b>	

The following committee has been constituted to plan and execute the end-semester examinations for the semester Jan-May, 2020 under prevailing circumstances and as per the UGC guidelines to ensure smooth transition of academics during lockdown on account of COVID-19 and thus, has issued the following guidelines:

Sr. No	Name of Member	Designation
1.	Dr. Kanu Priya	Associate Dean
2.	Dr. Deepak Miglani	Examination Co-ordinator
3.	Dr. Komal Sandhu	LLM Coordinator
4.	Dr. Anjali Sehrawat	BALLB(H) Coordinator
5.	Prof. Arushi Mehta	BBALLB(H) Coordinator
6.	Prof. Vidushi Puri	LLB(H) Coordinator
7.	Prof. Vipul Gaur	IT Coordinator

#### **Assessment Components for End-Semester examinations:**

The examination for all the courses shall be conducted online. Both the components of the exam are required to be submitted as per the date-sheet on the day of your respective exam. The evaluation for end-semester exams shall be conducted for 60 marks. These 60 marks shall be evaluated as under:

- MCQ to be conducted on Digital Learning under respective courses: 40 Marks
- Posting a blog under respective course on Digital Learning and presentation there for: 20 Marks
- The students shall be able to attempt the examination from both the desktops/ laptops or phones.
- During Exam no other window can be opened, otherwise the exam will get blocked
- Student can give the exam through TCSiON Self-service portal (Laptop or desktop) or mtop (mobile). In case of a mobile student must disable their voice calls and messages during the exam otherwise the exam will get blocked.
- Any locked exam query or any other query after starting the exam by student should not be entertained during the exam otherwise other students' exam will get impacted. No timelines of the examination will be extended in case of any issues.

**Note: Student Laptop and Mobile devices must be fully charged and must be connected to an uninterrupted power source and Internet router with good connection. Issues arising out of network connectivity shall not be entertained.**

### **Guidelines for MCQ component:**

- Total assigned marks for the MCQ pattern is 40 marks.
- Students would be required to answer 40 questions in each paper.
- All the questions shall be compulsory.
- Each question will carry 01 Mark.
- Questions marked for review shall not be considered.
- There will be no negative marking.
- The time given to the student to submit the paper shall be 01 hour.
- The paper shall be uploaded on digital learning under the respective course as End Semester Examination under Assessment category.
- The student shall be attempting the paper as per the date-sheet.

### **Guidelines for Blog component:**

- The student is required to write one blog as an evaluation component for 20 marks in each course (Written content: 10 marks; Viva voce- 10 marks).
- The blog must confine to the following formatting style:
  - Font style- Times New Roman
  - Font size- 12
  - Word limit- 800 to 1000 words
  - The content should be in your own words. Plagiarism of any kind shall not be tolerated and will result in deduction of marks.
  - Ensure that the content you write is analytical in nature and pertains directly to your topic.
  - Be specific and the content should be clear in ideas and must be well organised.
  - Try and use simple words, short sentences and short paragraphs. Avoid verbosity.
  - Don't provide footnotes.
- The Time Limit of 24 hours shall be given to the students for writing each blog on the day of their scheduled exam as per the datesheet.
- Marks shall be awarded for clear expression and clarity of thought based upon the written content and explanation during the viva.

All the students are required to undertake the mock test which shall be scheduled on 22 May, 2020 under each course. The schedule will be shared with the students as and when the test will be scheduled on their respective official mail-IDs. You are therefore, required to resolve any issues arising after attempting the Mock test with your respective faculty, for IT related issues, please contact Prof. Vipul Gaur at +91-9990123879.

**Please do not access or launch your test from notification E-mail, Launch your test only through TCS ION window or MTOP app**

**Examination Committee**

**School of Law**