

## **Instructions for End Term Online Exams May-June 2020**



## **Practical Examination**

- The exam will be conducted on Google Meet Platform for which a link will be sent to you by the subject faculty.
- All of you have to ensure logging on to the link on time. Anybody not logging in his presence past 15 minutes of the beginning of the examination time as per the scheduled time given in the Datesheet will not be allowed to give the practical exam.
- The examination will be conducted online on Google Meet by your subject faculty & one External Examiner.
- The time of each exam will be exactly 120 minutes broken down in to three assessments:
  - o Assessment-1: 30 mins.
  - o Assessment-2: 30 mins.
  - o Assessment-3: 60 mins.
- The assessment shall be shared with you by your subject faculty during the course of your 120 minutes practical examination.
- You are supposed to make yourself available in proper grooming & uniform for the practical examination with appropriate stationary & a place where you can comfortably write your exam without disturbance for the said duration of 120 mins. Make sure you have sufficient blank papers, blue/black pen, pencil, eraser, sharpener & ruler for giving Assessment-1 & 2.
- During the examination, each student will have to remain online for the given period on Google Meet platform with their camera and audio turned on. Please ensure a stable internet connectivity at the time of the exam.
- The students will strictly have to adhere to the time schedule. Answers for each assessment will have to be mailed back within the given time. Failure to do so, would result in **Zero** marks in the given assessment.
- Answers for the Assessment- 1 & 2 will be submitted handwritten to the faculty in form of mail/scan/pdf/picture in the stipulated time as given by the subject faculty.
- Please ensure that you clearly mention your Name, Enrollment No., Batch & semester on your answer sheets.
- No breaks of any kind are allowed during the stipulated exam time.
- Assessment-3 would be Viva. The students will be free to leave once their viva has been completed on the Google Meet platform.
- Please Note that the whole practical exam session will be recorded.