



## **Instructions to appear in End Semester Online Examination**

- i. **Name of the Examination:** End Term Examination May 2020
- ii. **Mode of Conduction:** Online
- iii. **Type of Examination:** Open Book
- iv. **Platform:** Google Classroom
- v. **Duration of the Examination:** 10:00 am to 12:30 pm (150 minutes)
  - a. Section – I: 10:00 am to 10:20 am
  - b. Section – II: 10:20 am to 11:10 am for answer writing  
11:10 to 11:25 am for Scanning & uploading
  - c. Section – III: 11:25 am to 12:15 pm for answer writing  
12:15 to 12:30 pm for Scanning & uploading.
- vi. **Total Marks:** 50
- vii. **Total Sections:** 3 (Three) as mentioned below:

<b>Section</b>	<b>Syllabus</b>	<b>Type of Question.</b>	<b>Marks Allotted</b>	<b>Time Allotted</b>
I	Entire	MCQs- 14	<b>14marks</b>	20 Min.
II	Before Mid-Semester	5 short question. Student will attempt <b>any 3</b>	<b>3 x 6 = 18 marks</b>	<b>50Min.</b> 15 Min.
III	After Mid-Semester	5 short question. Student will attempt <b>any 3</b>	<b>3 x 6 = 18 marks</b>	<b>50 Min.</b> 15 Min.

### **Note:**

1. To access the online examination login to Google Classroom as per the schedule provided by the Examination Department.
2. To begin the exam, click on the link to the appropriate exam listed under **Online Examination** in the Google Classroom.
3. **For Section-I** (MCQs): Submit your answer by clicking on appropriate option available along with question.

4. **For Section-II and Section –III (Short Descriptive Type):** Write the answer in your handwriting with pen in a blank page (Preferably in ruled A4 size paper).
5. **Contents of Answer Sheet:** Mention the details in the header (Name of the Examination, Date, Subject, Name of the Student, School, Programme, Semester, Enrolment ID) and in the footer (Signature of Student in each page with page number).
6. Same header and footer will be used for Section-II and Section-III.
7. **Submission of Answer Paper:** After 50 minutes of **Section II**, answer sheet/s are required to be scanned by any scanning app and save the file in **pdf** format. Then upload the pdf file in Google Classroom in 10 minutes.
8. Make sure that the response of Section-II in pdf file is timely submitted in Google classroom before attempting section-III.
9. **Submission of Answer Paper:** After 50 minutes of **Section-III**, answer sheet to be scanned and pdf file to be uploaded in Google Classroom in 10 minutes.
10. Students are permitted to refer to the study material in any form while writing the examination.

**11. Sample Format of Answer Sheet.**

**GSFC UNIVERSITY**

**Online End Semester Examination (2019-20)**

Name of the Student :

Enrolment ID :

Name of the School :

Name of the Programme :

Semester :

Name of the Subject :

(Below)

Signature of the Student