

27th May 2020

Instructions for Students for the Online End Term Examinations

In a partial modification to the earlier Instructions for Students for the Online End Term Examinations dated 22nd May 2020, the following amendments have been made about the online examinations

1. It is **MANDATORY** for all students to appear in the Online End Term Examinations. Any student absenting himself/herself will be marked as 'ABSENT'.
2. All students are advised to resort to ethical practices while taking the examinations. The answers submitted by students shall be run through plagiarism software to ensure that no student has resorted to any unfair practice. In case, the answer of two or more students are found to be similar, the matter will be viewed seriously and shall be reported to the Unfair Means Committee of the University.
3. **The Question Paper shall be of 4 Hours duration with Maximum Marks as 60. It will be divided into three sections.**
 - i) **Section – I will contain 5 questions of 2 Marks each (All Compulsory) Answer Limit – Upto 50 words**
 - ii) **Section – II will contain 5 questions of 10 marks each (Student have to attempt any three questions out of 5 questions) Answer Limit – Upto 500 words**
 - iii) **Section-III will contain 3 questions of 20 marks each (Student have to attempt any one question out of 3 questions) Answer Limit – Upto 800 words**
4. A reputed National Testing Agency has been finalized for conducting the Online End Term Examinations. The students will register for the examination using the Login and password that will be shared through an email by the testing agency on their registered University email ID.
5. In case of question having mathematical/statistical calculations, the students may solve the numerical problem on a plain paper, scan it and upload in the space provided along with the question.
6. The Examinations can be easily taken through Mobile Phones, Laptops and Desktops.
7. Web camera will be disabled for students for the examinations commencing from 1 June 2020 due to its compatibility issue on some operating systems.



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8. The results for the above will be published on 15 June 2020.
9. No second online regular End-term exam shall be conducted.
10. Those students who are not able to appear for justified reason in the regular End Term examinations through online mode shall apply to UAC for appearing in Final Exams. Their paper-wise cases will be examined and justified cases may be permitted to appear for "Special Examination(s)" through Pen & Paper mode in the campus, as and when the University reopens.
11. The Summer term backlog exam shall be conducted through online mode as per schedule.
12. In case of any problem, the student is expected to contact the respective Program Coordinator(s) who shall coordinate and get the problem(s) resolved. In addition, a helpline has been created for further assistance of students. The details are as under:

Helpline Desk Numbers during Online Examinations				
S.No.		Name		Mobile No.
1	Overall Coordinator	Mr. Raghav Upadhyai, Asst. Prof. (Senior Scale)	Coordinator	8126631301
2	For IT related problems	Mr. Sarabjeet Singh Lab Assistant	Member	9997661541
3	School of Management	Dr. Vivek Kumar Pathak, Asst. Prof.	Member	9971881327
4	School of Management	Ms. Sneha Badola, Asst. Prof.	Member	8126071978
5	School of Law	Dr. Shoaib Mohammad Asst. Prof. (Senior Scale)	Member	7017443771
6	School of Law	Ms. Shalini Saxena Asst. Prof.	Member	9634449529
7	School of Mass Communication	Mr. Aditya Kumar Shukla Asst. Prof.	Member	7693943094
8	School of Liberal Arts	Dr. Shraddha Tripathi Asst. Prof. (Senior Scale)	Member	9450353268
9	School of Hospitality Management	Mr. Amit Tariyal Asst. Prof.	Member	9548593380

