



GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL ::: JORHAT ENGINEERING COLLEGE
JORHAT : 785007, ASSAM

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NOTIFICATION

Guidelines for Terminal Semester End Term Online Examinations, July, 2021:

1. The online examination will be held in Google Classroom environment.
2. The Google classroom codes will be notified in advance via college website, WhatsApp group, or any other media as deemed suitable. Students have to join the respective Google Classrooms before the commencement of the examinations (at least 10 minutes before) using their own email ID with their proper display name.
3. The duration of examinations will be 02-30 hrs.
4. On the day of examination, the question papers will be uploaded in the respective Google Classrooms before 15 minutes of the examination start time.
5. Students will have to download the Question Paper. They should clearly write the Roll Number, Subject Name, Subject Code, Branch, Semester, Date of Examination and the total number of pages included in the answer script on the first page (which should not contain any answers) (Annexure-I) Student need to use A4 size paper for writing the examination.
6. Answer must be written in student's own handwriting and each page of answer script must contain the date of examination, Roll Number, page number and their signature, without these data the particular page(s) will not be evaluated.
7. The students are allowed to attempt minimum 70% of the maximum marks allotted for the paper i.e. 49 marks in case of a 70 marks paper or 53 marks in case of a 75 marks paper or 70 marks in case of a 100 marks paper etc.
8. The overall instruction of the paper has become null and void. e.g. Question no. 1 is not mandatory anymore. Students are also exempted from mandatorily attempting the remaining parts of a question, if he /she attempt any part of that question. e.g. If Question 2 (a) is attempted, it is not mandatory to attempt Question 2 (b) or 2 (c).
9. However, the individual instructions given against the questions will remain unchanged. e.g. If Question 2 requires the student to write short notes on any three from 2(a), 2(b), 2(c) and 2(d), then the student has to mandatorily attempt three sub questions of Q. 2 out of the four options.
10. If any student is unable to adjust the total attempted marks to exactly 49 and attempts more than 49 marks, then the evaluator has to scale down the marks obtained in the last question to adjust the total marks to 49. e.g. The total marks attempted by a student up to the last but second question is 47 and the marks allotted against the last attempted question is 4 i.e. the student has attempted 51 (47+4) marks in total instead of 49. In that case, after evaluation it is found that the student has obtained 3 marks (out of 4) in that last question, then the evaluator will scale down the marks obtained in that question to

'1.5 out of 2' from '3 out of 4', so that the total marks of evaluation gets adjusted to 49 (47+2).

11. Students need to sign a self declaration form (undertaking) and to be attached at the end of the answer script (Annexure-II)
12. At the end of the stipulated time frame, students will scan all the pages including the cover page, self-declaration form (must be distinct and readable) and convert them into a single pdf file using any online resource (File Name should be Roll Number of the Student). That pdf file needs to be uploaded to the Google Classroom by the student within half an hour (30 minutes) after completion of stipulated time frame.
13. Monitoring of students during the examination period will be done through some online meeting application (Zoom, Google Meet, WebEx etc.). The online monitoring link will be shared with students well in advance.
14. Student need to preserve the original answer scripts and to be submitted to the college when the classes will be resumed.
15. For each theory paper, separate Google Classroom will be created and codes will be sent to the students.
16. Students need to ensure proper device (including camera) with good internet connectivity during the examination. Internet connectivity is the responsibility of students. In case of any kind of malpractice noticed and reported by the concern invigilator, the same will be treated as per the University regulation.

Note: Remaining modalities to appear in online examinations will be same as notified earlier (No.: ASTU/EXAM/CENTRE/1A, dated 26.05.2021 and No.: ASTU/EXAM/CENTRE/201/2A, Dated: 27.05.2021)



Principal
Jorhat Engineering College
Jorhat-785007

Annexure I

FRONT PAGE OF ANSWER SHEET

Date of Examination:

Course/Program:

Semester:

Branch:

Regular/Repeater:

Subject Name:

Subject Code:

Registration No:

Roll No:

Total No of Pages:

Name of the Institution:

Name of the Invigilator/Faculty of the Google Class room:

Signature of the Student

Annexure II

DECLARATION/UNDERTAKING FROM THE STUDENT

I hereby declare that I have uploaded the answer sheets by the specified procedure of the University, also I hereby, undertake to submit the original answer sheet immediately upon demand by the concerned authority of the Institution.

Date:

Signature of the Student

Roll No:

Registration No: