



DR B R Ambedkar National Institute of Technology, Jalandhar
Jalandhar (Punjab) INDIA-144011
EXAMINATION SECTION

End Semester Examination, June- July 2021
Instructions to Students

1. Students are required to be well prepared before the start of examination, ready with all the required items (Stationary, Computer-Desktop/Laptop, Sufficient Internet data-pack, other course specific requirements).
2. It is to clarify that the examination is not in the open book mode.
3. The duration of end semester theory exams will have the followings components:

S.No	Time Component	Details of activities
1	15 Minutes before the start of Exam	Time for noting down the questions from the question paper.
2	2 Hours Examination period	Writing of answers. During this period Invigilation will be conducted on Google Meet.
3	15 Minutes after the end of Exam	Time for preparing PDF of the answer booklet and its submission.

4. Students will have to join the 'Google-Meet' link of their respective Examination Group before the start of the examination period. **It is compulsory for all the students to keep the camera in ON-mode from logging-in to submission of the Answer Booklet.**
5. **Students are required to ensure the position of the camera at an appropriate distance for smooth supervision of the examination process by the invigilators.**
6. In case a student keeps his/her camera in OFF-mode or fails to keep the camera in ON-mode due to any reason, he/she will be marked absent by the invigilator. In such a case, student needs to appear in subsequent examination in the Institute.
7. **In case of any interruption, no extra time will be given.** If the cause of interruption is timely reported to the HOD through the course coordinator and found genuine then in such a case, student needs to appear in subsequent examination in the Institute. All such cases need approval of the Dean Academics for re-examination.
8. For receiving question paper and submitting answer booklet in PDF format, students are also required to login 'Google Classroom' of the relevant course or their institute email ID, as advised by their subject teacher/course coordinator.
9. Students are required to write the answers in hard copy (on A4 sheet) with blue/black pen.
10. Students are required to fill all their particulars on first page of the answer booklet as given below. They are advised to fill these particulars (on Page 1) well before the start of the examination to save their time.

Dr B R Ambedkar NIT Jalandhar			
End Semester Examination, June- July 2021			
Name		Roll No.	
Course Title		Course Code	
Programme		Department	
Semester		Date of Exam	
Number of Pages Written			
Full Signature of Student			

11. Students will sign on the upper left corner of each page of the answer booklet and put page numbers on upper right corner of each page before preparing its PDF and upload/send to the respective teacher.
12. The answer booklet (in pdf file) will be submitted to the teacher by naming the pdf file as 'Roll No, Name and Course Title', for example: ***20109002RahulYadavComputerProgramming***.
13. Students are also required to submit the hard copy of the answer booklet to the concerned faculty member as and when they join the Institute.
14. **If a student is found guilty of indulging in any unfair means, strict action will be taken against the guilty student as per 'Institute guidelines for Unfair Means Cases'.**

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Associate Dean (Examinations)