



SECOND MID-TERM TEST

(ONLINE OPEN-BOOK EXAMINATIONS)

GUIDELINES FOR STUDENTS

The **Second Mid-term Examination** for **VI and VIII Sem. Engineering students and II and IV Sem. MBA students** would be in the form of an **Online Open-Book Examinations** conducted via **Google Classroom** platform.

1. Mode of Examination:

1.1. The **Second Mid-term Examination** for **VI and VIII Sem. Engineering students and II and IV Sem. MBA students** would be in the form of an **Online Open-Book Examination** conducted via **Google Classroom** platform.

1.2. The student is permitted to use any relevant study material (books/notes) for answering the question paper within the specified time duration.

2. Question-paper format:

2.1. Max. marks: 50

2.2. Paper-pattern: Five questions of 10 marks each (with or without sub-parts) with **no** internal choice.

2.3. Course: Portion of the syllabus not covered in the I Mid-term Examination.

3. Duration of Examination:

3.1. The duration of the examination shall be **90 minutes** for answering the question paper.

3.2. An **additional 15 minutes** shall be given to the student for **uploading the answer-sheets, written in his/her own hand-writing, in the pdf format**, on the Google Classroom.

4. Procedure for taking the Online Open-Book Exam and Uploading the Answer-sheets:

4.1. You should open 'Google Classroom' a few minutes before the actual time of start of the examination.

4.2. Before the actual time of start of the examination, there won't be any 'Upcoming' event. At the actual time of start of the examination, under the 'Upcoming' event, you would see something like this:

Due today

11.45 AM B.Tech. VI Sem.

4.3. On clicking the above, the **question paper** would be visible to the student. Download the paper and start solving the paper.

4.4. Write your Name and Roll No. on each side of the answer sheets.



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- 4.5. Page number should be written on both sides of all the answer sheets.
- 4.6. Limit the number of Answer sheets to 5 (10 pages).
- 4.7. After completing the paper, the student should ensure that all the answer-sheets are scanned into one document in the pdf format before uploading.
- 4.8. Upload your pdf document as you do for your assignment.
- 4.9. It should be noted that the answer-sheets uploaded after the specified time duration shall be rejected and not be evaluated by the examiner.

5. Submission of Answer Sheets in hard form:

- 5.1. It is mandatory for you to submit your answer sheets in hard form to your concerned teacher after the college resumes after lockdown.
