

Note :

- **Healthy respect to time table. Best fit in class room. Don't disturb others.**
- **Text books / Reference books / materials / urls will be provided. Materials / videos / urls will be uploaded in Ms Teams.**
- **Check your attendance regularly, in-case of discrepancy, inform immediately, next class, within the timelines.**
- **Check your internal marks in VTOP, in-case of discrepancy, inform immediately, within the timelines.**
- **All submissions in LMS only / hardcopies will be collected, if necessary, NO personal emails, NO WhatsApp, NO other modes.**
- **DA1 – Deadline : 1 week before to CAT1, DA2 – Deadline : 1 week before to CAT2 and DA3 – 1 week before to last instructional day.**
- ***J – Component : Review 1 – Deadline : 1 week before to CAT1, Review 2 – Deadline : 1 week before to CAT2 and Final Review – 1 week before to last instructional day.**
- **Delayed submissions – NO full marks, 2 marks will be reduced per day.**
- **Check Ms Teams, WhatsApp and emails for class related communications**