TUEE 2024 - Examination Candidate Instruction Sheet

"Good morning and Welcome to Tezpur University Entrance Examination -2024"

Exam Date	Exam Time	Duration	Total No. of Questions	Total Marks
Will be different for each programme *	Will be different for each programme *	90 minutes	42 for MA in Mass Communication and Journalism 37 for PhD in Mass Communication & Journalism 50 for all other programmes	100

* Please refer to the final schedule communicated from TUEE-2024 cell

General Instructions:

1) Please ensure that none of your personal belongings are with you, except your Pen and ID proof. The following photo identification proofs (**origina**l) would be considered for verification purposes, i.e. *Bank/organisation ID card, Voter Identity Card, Driving License, PAN Card, Passport or Adhaar Card* etc. Candidates should quote their **TUEE-2024 Roll No**. as mentioned in the List at the Examination Centre.

2) Possession and use of electronic devices such as Mobile Phone, Micro Phone or any other Associated Accessories, Pager, Smart Watches, Digital Diary Books etc. are strictly prohibited in the Examination Venue. If any candidate is found in possession of any these devices/ documents his/her candidature is liable to be cancelled. **Tezpur University/TUEE Cell** will not be responsible for its safe custody.

3) **Virtual calculator will be available in the student's terminal after login**.

4) Candidates will be provided sheet(s) for rough work. No sharing of stationary item will be allowed.

5) Question paper will be in English for all Programmes, except for **MA in Assamese and PhD in Assamese, MA in Hindi and PhD in Hindi. For all Programmes in Assamese and Hindi, questions paper will be in Assamese and Hindi respectively.** Please read the Instruction Sheet, then click on **"I HAVE READ THE INSTRUCTIONS".**

6) **"Any clarification or doubt on the questions"** will not be entertained by Test Administrator.

7) Candidates should not discuss or speak to each other during the exam time even for any reason whatsoever. Talking to each other can be taken as indulging in mal practices and could lead to disqualification.

8) You are requested to avoid touching the Wires and cables as it could lead to the System shutting down.

9) In case you experience any issue with the System allocated, please inform the **TEST ADMINISTRATOR** and a new system shall be provided to you. All your answers will be saved till the point that you have attempted the questions.

10) Please make sure you sign in the space provided next your name when the **Attendance Sheet** is brought to you**.**

About Question Paper:

1) Your Login ID is your **TUEE-2024 Roll Number**. The password will be provided to you at the time of exam venue.

2) Examination for all programmes has **50** MCQ questions, *except for MA and PhD in Mass Communication & Journalism*. Each MCQ question carries 2 marks. For each question, four alternative answers have been provided out of which only one answer is correct. *For every incorrect answer, 0.5 marks will be deducted.*

3) Examination for **MA in Mass Communication & Journalism and PhD in Mass Communication & Journalism** will __respectively__ have **42** questions **(40 MCQ carrying 2 marks each and 2 Descriptive Type Questions carrying 10 marks each)** and **37** questions **(35 MCQ carrying 2 marks each and 2 Descriptive Type Questions carrying 15 marks each).** There is negative marking for MCQs as mentioned in point (2) above**.** Answers for descripting type questions should be directly typed using the virtual keyboard enabled in your terminal. No separate paper will be provided for this purpose.

4) The duration of the Exam is **one and half hour i.e. 90 minutes**.

5) Only one question will be displayed on the computer screen at a time. The candidates should click on `Next Question >` to go to the next question or on `< Previous Question` button provided at the bottom of the screen to go to the previous question.

6) For MCQs, the candidate should click on the correct choice, from the 4 options given and for descripting type questions, answers should be directly typed using the virtual keyboard enabled in your terminal. In case, the candidate does not wish to attempt the question, it can be left blank.

7) The timer is available on the TOP RIGHT HAND CORNER of the screen; you are requested to keep a tab on it to ensure that you plan your exam within the allocated time.

8) The candidate can choose to unmark his/her answer by clicking the `Erase` button provided at the bottom of the screen.

9) The questions can be answered in any order within the given time frame.

10) The list of attempted and un-attempted questions is shown in the right side of the screen. You can click on any of the attempted ones to revise the answers in case you wish so.

11) Candidates have the option to bookmark a question in case they want to review it at a later stage by clicking on the `Tag` button available at the bottom of the screen. The Bookmark on a particular question can be removed by clicking on `De-Tag`

12) The question palette at the right of the screen shows the following status of each of the questions numbered.

    ■ You have answered the question
    ■ You have not answered the question and marked for review
    ■ You have answered the question but marked for review
    □ You have not answered the question

    PS: Questions which are attempted and marked for review would be treated as attempted questions only as long as the candidate does not `Erase` the option selected.

13) Candidates should use the `Next Question >` OR `< Previous Question` button or click on the question number displayed at the right side of the screen to move back and forth between questions.

14) The answers will be saved whenever the candidate goes to the next question, by clicking on `Next Question >` OR `< Previous Question` button. However, the last question will be saved automatically after answering.

15) If a candidate finishes the paper within the stipulated time, he/she can end the test by clicking the `✔ Preview Submit` button. However, **candidates will not be allowed to leave the test hall till the end of the stipulated time of 1 hour from the start of exam time.**

16) On the completion of the test duration, even if the candidate does not click on the `✔ Preview Submit` button, his test will be automatically submitted by the computer.

17) Any candidate found in possession of any unauthorized material or indulging in copying or impersonation or adopting unfair means shall entail disciplinary action including cancellation of candidature.

18) In the event of the Examination being disrupted, the candidate should immediately inform the invigilator. The invigilator will help the candidate to re-login to the Examination. This will start the Examination from where it had stopped.

Please note that in case of any clarification, you are requested to raise your arm and wait for the Invigilator/Test Administrator to come to your desk.

"ALL THE BEST"