

# Student Guidelines for Theory Examination, Summer - 2020

# **Requirements:**

- Stable Internet connectivity with power backup. Ensure Desktop/laptop/Tablet/Smart Phone with device battery backup before joining exam.
- Laptop/Desktop/Smart Phone/Tablet
- User Dark Blue/Blank Pen for writing answers of Subjective Questions as it has to be scanned.
- Install scanner tool in mobile device to scan the written answers (e.g Cam Scanner or Similar)
- Scanned answer-sheet images must be in high resolution.
- Platform to be used: Google Classroom

#### **Modality of Theory Online Examinations:**

- Part I Multiple Choice Questions Type Questions (MCQ, **Marks: 25**): 50 MCQ questions with 4 options having 0.5 marks each.
- Part II Descriptive Questions (Descriptive/Numerical/Design Problems, **Marks: 25**): Student needs to attempt descriptive question as per the Instruction given in Question.

### Part - I Multiple Choice Questions (MCQ) type Questions

- Each question contains four options.
- Once answer submitted, It cannot change
- Ensure there should be one browser window is open. You may be asked to submit the screen shot anytime during exam.

# Part - II Descriptive Type Questions

- Number of descriptive questions based on requirement of the subject.
- For the descriptive type of questions; If student's answer found copied from book or internet, strict action will be taken.
- Student has to write his/her PRN, Exam Seat No, Subject Code, Subject Name, Date of Exam and page number on top of each page. (i.e. In top left corner write

PRN:2018000091234567, Examination Seat No: BX10101, Subject Code, Subject Name, Date of Exam in top right corner write Page: 1 /5)

- Students have to write answer of the question in plain page with blue/black dark pen. Once
  all answers written. Scan all pages using any scan tool with good quality, make single .pdf
  file (file name must be your PRN e.g 2018095900003302.pdf
- Upload the scanned .pdf document in describe place of question paper.
- After attempting all MCQs and Uploading PDF (Descriptive answer) Tick "Confirm to Complete Examination?" before click Submit
- If student uploaded pdf found copied from other sources, The UFM (Unfair Means) case may be filed against him/her.



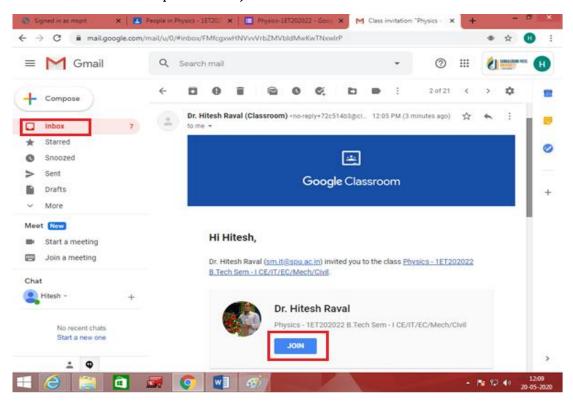
#### **General Guideline for Online Examinations:**

- The student has to attend the exam as per the Examination Schedule.
- Students are advised to frequently check university web site <u>www.spu.ac.in</u> for latest updates of Summer Examination 2020.
- Students are advised to the confirm the PRN, Exam Seat no and subject details in Hall ticket provided, if any issue found kindly contact to respective institute.
- Student has to check official email on regular basis 30 min before examination for the exam links and instructions.
- Student has to join Google Classroom only using official email id (Your PRN@spu.ac.in).
- The Student has to join Google Classroom before 15 min. Failing which will be marked as ABSENT in current online session.
- Student may be asked a produce Identity Proof /Screen shot when demanded.
- Student has to follow strict guideline mentions in this document. If any deviation found students answer will be rejected.
- Once Exam schedule elapsed, no student's submission will be allowed. In such cases student has to contact college on immediate basis.
- For detail schedule of Theory Examinations visit University website <u>www.spu.ac.in</u>. For any difficulty or discrepancy, contact your respective institute immediately.

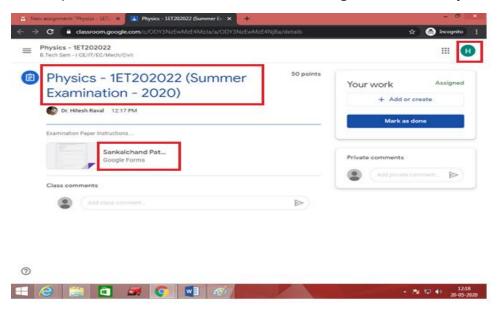


# How to attend exam by student?

- **Step-1:** To login with spu.ac.in email ID in <a href="https://classroom.google.com/">https://classroom.google.com/</a>
- **Step-1 (a)** if you are using smart phone download google classroom from play store and login with official spu.ac.in email id and click on Join class
- **Step-2:** Student gets an invitation for each subject, select email as exam time table and click on to join classroom to attend exam for respective subject.



**Step-3:** After successfully joining class you get a home page for specific subject. Please check your logged email id and subject title as exam time table. Click on Google Form to start your exam.





**Step-4:** Read all instructions carefully, fill your student detail and click on next.

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B. Sc. Sem Subject Na	ode: 1ET202022 ours 6/2020
<ol> <li>No ne</li> <li>Q. 51 i</li> <li>given instr</li> <li>Stude</li> </ol> The name,	o Q. 50 is MCQ based question, 0.5 mark for each MCQ. (1 point = 0.5 marks) gative marking for wrong answer of MCQ. is descriptive question & student have to answer in blank page & upload it as per uction. In the have to verify their answer & all other detail before click on "SUBMIT" button.  Username and photo associated with your Google account will be recorded when it files and submit this form. Not sm.it@spu.ac.in? Switch account
PRN No *	
Your answ	er
Seat No *	
Your answ	er
Next	



 $\mbox{\bf Step-5:}$  Select correct answer for all MCQs (Q-1 to Q-25) and click on next .

The name, username and photo associated with your Google account will be recorded when you upload files and submit this form. Not sm.it@spu.ac.in? Switch account		
Section - 2 Contains 1 to 25 MCQs out of 50 MCQs		
January 15 is celebrated as the	1 point	
O Army Day		
O Teachers' Day		
O Republic Day		
O Ugadhi		
Who is the ex-officio chairman of Rajya Sabha ?	1 point	
O Prime Minister		
O President		
O Vice President		
O Lok Sabha Speaker		
Study of life in outerspace is known as :	1 point	

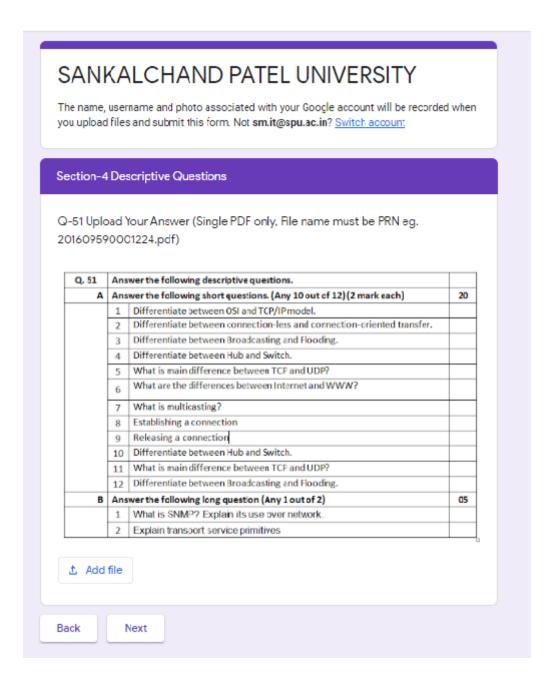


Step-5: Select correct answer for all MCQs (Q-26 to Q-50) and click on next .

	SANKALCHAND PATEL UNIVERSITY  The name, username and photo associated with your Google account will be recorded when you upload files and submit this form. Not sm.it@spu.ac.in? Switch account		
Section - 3 Contains 26 to 50 MCQs			
The mean of 4,3,9,x,6 is 5.4 what is the value of x?	1 point		
O 27			
O 22			
O 5			
O 7			
In a throw of coin what is the probability of getting head?	1 point		
O 1			
O ½			
O 2			
0 0			



**Step-6:** In Q-51, You write an answers for discriptive answer on blank paper/ notebook with <u>Title of Your PRN</u>, <u>Seat No</u>, <u>Subject Name and Code</u>, <u>Date of Exam and page no on each page (like 1/5)</u>. Write answers for questions as instructed. After finishing your wrting, Scan all pages using CamScanner/Scanner to convert all pages in single PDF file and PDF file name must be your PRN.pdf submit that file by clicking on "**Add File**" option for assessment.





**Step-7:** After attempting MCQs and uploding discriptive answers, select checkbox for confirmation to complte examination from your side and **click on submit button**.

