

Procedure of the examination for the B.Tech. 2nd Semester Examination, 2021

- i. Examination of theory and practical papers will be held as per the Resolution of the meeting of Board of Studies Chairpersons held on 09.03.2021.
- ii. On the day of the Examination, the concerned faculty member will distribute the question paper to the students via electronic mode 10 minutes prior to the scheduled start of the examination.
- iii. Use any type of white sheets for writing the answer.
- iv. The students will write the Necessary information like University Roll no., Subject, Semester, Paper-code, Date-of-examination, signature etc. in the first page of the answer sheet and University Roll no , Page Number and signature in the other pages of the answer script.
- v. Candidates should scan the sheets by a good scanner-app and make it a single pdf document. Make sure that the size of the PDF is within 20MB.
- vi. The pdf document should be named as
<Paper-code><University Roll-no> (for example EE105_T91OOE204119 for paper **Basic Electrical Engineering** for one of the **Optics** students)
- vii. Examination duration is 3 hours for theory paper of 70 Marks.
- viii. The answer-script (a single pdf document) must be uploaded to the email of the concerned faculty (if the concerned faculty advised to e-mail the pdf to other faculty members please follow that). Everyone must keep the copy of the sent mail in the Sent folder of your e-mail. The answer script should be uploaded within 30 minutes from the scheduled end time of the examination.
- ix. Paper-code, Stream and University Roll-no must be mentioned in the subject line of the email.
- x. Every student must send single mail for every examination. Only the 1st copy will be considered as the valid answer sheet.