

## **Instructions for the First Test to be held on 24.09.2020 at 11.00am**

1. Question paper containing 10 MCQ will be sent to you all through the ERP mail at about 10.57am. It will be kept on the tray of Micro-Soft Teams at about 11.00am. The test will be for a maximum period of 1 hour. You will have to send the **ANSWER KEYS** to the gmail account: **050pushpendra@gmail.com** **ONLY** positively by 12.00 noon (24.09.2020). Pl. mention your name and roll number in the “Subject” of email, which will help us to sort it out.
2. Write your name and roll number, otherwise it will not be evaluated.
3. For writing the answer, you can follow any one of the following methods:
  - Write the answers directly on the question paper, scan it and make the .pdf file. This .pdf file is to be sent to the above gmail account. On the question paper, there are two places for writing your name and roll number.
  - On a WORD file, you can write the ANSWER KEYS. Write your name and roll number. Make the .pdf file and send it to the above gmail account.
  - On one A-4 size paper, you can write your name and roll number and write the ANSWER KEYS, scan it and then make .pdf file. This .pdf file can be sent to the above gmail account.
4. A student is allowed to send the ANSWER KEYS only ONCE. If you send it multiple times, **ONLY THE FIRST MAIL WILL BE CONSIDERED**.
5. No student is allowed to make a phone call/send a mail to the Professor and/or TAs during the period of examination. If there is any mistake in the question(s), students will be getting the credit.