

RAMA DEVI WOMEN'S UNIVERSITY,
BHUBANESWAR- 751022

No. COE/05/2021

Date : 7.1.2021

From :

The Controller of Examinations
Rama Devi Women's University,
Bhubaneswar – 751022

Contact No.- (0674) 2542844

To

The Chairperson, P.G.Council,
Rama Devi Women's University,
Bhubaneswar

(Dispatched through e-mail)

Sub : Instructions for the B.Ed 1st year Annual Examination 2020 (Regular & Back)

Madam,

You are requested to follow the instructions mentioned in the attachment (Annexure-A) for the online mode of examination to be conducted for the B. Ed 1st Year students (2019 Admission Batch) of the University as per the programme notification No.01/dt. 01.01.2021.

Your co-operation and adherence to the rules and procedures will contribute significantly to the successful implementation of the examination programme.

Yours sincerely,



07/1/2021
CONTROLLER OF EXAMINATIONS

Memo No. COE/06/2021

Date : 7.1.2021

Copy communicated to

1. The Chairperson, P.G. Council, R.D.Women's University, BBSR
2. The Registrar, R.D.Women's University, BBSR
3. The Comptroller of Finance, R.D.Women's University, BBSR
4. The HOD, Education/Coordinator, B.Ed, R.D.Women's University, BBSR
5. The Dy COE, R.D.Women's University, BBSR
6. The P.S to VC, R.D.Women's University, BBSR
7. The OIC, Website, R.D.Women's University, BBSR
for information & necessary action


07/1/2021
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Instructions to candidates for Online examination

1. The candidate has to provide her **WhatsApp No. and email ID**
2. (a) The candidate will be given the scanned copy of the question paper **10 minutes** prior to the commencement of the examination in her WhatsApp /email group created by the Group Admin / Invigilators.
(b) In case she has **not received** the question paper in due time, she must call the Group Admin / Centre Superintendent for the same .
3. The examination will be conducted in one sitting on the dates and time mentioned in the programme.
4. The candidate has to answer the questions in her own handwriting using **BLACK BALL POINT Pen** in **A4** size paper.
5. The candidate has to write clearly the following information at the top of the 1st page:

| | |
|------------------------------|-------------------|
| University Roll No.: | Regd. No.: |
| Subject : | Paper : |
| Date of examination : | Sitting : |

6. From the 2nd page onwards, she has to mention the following at the top of each page.

| |
|----------------------------------|
| University Roll No. _____ |
| Subject : _____ |
| Paper : _____ |

7. The Answer Script should contain maximum 10 pages for all questions with a **margin of 1 inch** left on all sides of the answer page.
8. Each page is to be numbered like 1/10, 2/10,..... 9/10, 10/10 **at the top** as there are total 10 pages.
9. After the examination is over the Answer Script is to be sent by the candidate through the following procedures :
 - The candidate has to scan/take the photo of all the pages of the answer script and make a **PDF single file** of it and send to the personal WhatsApp No./E-mail Id as provided by the Centre Superintendent.
 - File name should be designated as:- Roll number-Paper name.

(**Caution:** It must **NOT** be uploaded in the WhatsApp Group in which the question paper was posted).

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Shelica
07/11/2021