

RAMA DEVI WOMEN'S UNIVERSITY, VIDYA VIHAR,  
BHUBANESWAR – 751022

No. COE-01/Ex-01 / 567 / 2021

Date: 13/07/2021

NOTIFICATION

PROGRAMME FOR M.A/M.SC/M.COM. 1<sup>ST</sup> SEM. BACK EXAMINATION, 2020 (2019, 2018, 2017 ADMISSION BATCH).

It is notified for information of all concerned that the students admitted to MA/M.SC/M.COM Courses in different subjects under PG Departments, R.D.Women's University is required to appear at the (MA/M.Sc./M.Com)-1<sup>st</sup> Sem. (CBCS) Back Examination, 2020 in conformity with the Regulation and Syllabus.


	Online ASSIGNMENT	F.M=40
STREAM	PAPER	DATE OF SUBMISSION
MA/M.Sc./M.Com	HC-I,II,III,IV and HC-IV Lab.	20.08.2021

  
13/7/21  
CONTROLLER OF EXAMINATIONS  
R.D. Women's University  
Bhubaneswar

Memo No. COE-01/Ex-01/ 568 / 2021

Copy communicated to :

1. The Chairperson, P.G. Council, R.D.Women's University, BBSR
2. The Principal, Kamala Nehru Women's College, Bhubaneswar
3. The all H.O.Ds R.D.Women's University, BBSR
4. The Registrar, R.D.Women's University, BBSR
5. The Comptroller of Finance, R.D.Women's University, BBSR
6. The P.S to VC for information of Vice-Chancellor , R.D.W. University
7. The Dy. Controller of Examinations, Rama Devi Women's University, BBSR
8. The OIC, Website, R.D. Women's University

  
13/7/21  
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Controller of Examinations  
R.D. Women's University  
Bhubaneswar



RAMA DEVI WOMEN'S UNIVERSITY, VIDYA VIHAR,  
BHUBANESWAR – 751022

No. COE-01/Ex-01 / 569 / 2021

Date: 13.07.2021

NOTIFICATION

PROGRAMME FOR M.A/M.SC/M.COM. 2<sup>ND</sup> SEM. BACK EXAMINATION, 2021  
(2019, 2018, 2017 ADMISSION BATCH).

It is notified for information of all concerned that the students admitted to MA/M.SC/M.COM Courses in different subjects under PG Departments, R.D. Women's University is required to appear at the (MA/M.Sc./M.Com)-2<sup>nd</sup> Sem. (CBCS) Back Examination, 2021 in conformity with the Regulation and Syllabus.

STREAM	Online ASSIGNMENT PAPER	F.M=40 DATE OF SUBMISSION
MA/M.Sc./M.Com	HC-V, VI, AE-I, AE-II and HC-VI Lab.	17.08.2021

CONTROLLER OF EXAMINATIONS

*Jeepun*  
13/7/21  
Controller of Examinations  
R.D. Women's University  
Bhubaneswar

Memo No. COE-01/Ex-01/ 570 /2021

Date: 13.07.2021

Copy communicated to :

1. The Chairperson, P.G. Council, R.D. Women's University, BBSR
2. The Principal, Kamala Nehru Women's College, Bhubaneswar
3. The all H.O.Ds R.D. Women's University, BBSR
4. The Registrar, R.D. Women's University, BBSR
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6. The P.S to VC for information of Vice-Chancellor , R.D.W. University
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CONTROLLER OF EXAMINATIONS

*Jeepun*  
13/7/21  
Controller of Examinations  
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Bhubaneswar



RAMA DEVI WOMEN'S UNIVERSITY, VIDYA VIHAR,  
BHUBANESWAR – 751022

No. COE-01/Ex-01 / 571 / 2021

Date: 13.07.2021

NOTIFICATION

PROGRAMME FOR M.A/M.SC/M.COM. 4<sup>TH</sup> SEM. (BACK) EXAMINATION,2021 (2018,2017 ADMISSION BATCH) .

It is notified for information of all concerned that the students admitted to MA/M.SC/M.COM Courses in different subjects under PG Departments, R.D.Women's University are required to appear at the (MA/M.Sc./M.Com)-4<sup>th</sup> Sem. (CBCS) Back Examination,2021 in conformity with the Regulation and Syllabus.

STREAM	PAPER	DATE OF SUBMISSION
MA/M.Sc./M.Com	HC-VIII, CE-III, CE-IV & OE-II  CE-IV Lab. (Biotech & Life Science)	13.08.2021

N.B: *Students having Back in HC-IX (Project/Dissertation)& enrolled for the 4<sup>th</sup> Semester (Back) Examination,2021 can submit the dissertation to the Supervisor / Guide on 13.08.2021.*

CONTROLLER OF EXAMINATIONS

Date: 13.07.2021

Memo No. COE-01/Ex-01/ 572 /2021

Copy communicated to :

1. The Chairperson, P.G. Council, Rama Devi Women's University, BBSR
2. All H.O.D.s Rama Devi Women's University, BBSR
3. The Registrar, Rama Devi Women's University, BBSR
4. The Comptroller of Finance, Rama Devi Women's University, BBSR
5. The P.S to VC for information of Vice-Chancellor , R.D.W. University
6. Dy. Controller of Examinations, Rama Devi Women's University, BBSR
7. The OIC, Website, R.D. Women's University

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Controller of Examinations  
R.D. Women's University  
Bhubaneswar

**Instructions for the Online 'Assignment Mode Examination'**  
**[for all the theory paper (s) and Practical as in the programme of Back Examinations]**


1. The question papers for the Assignment mode examination (AME) shall be supplied by the Departments of the institution/college .
2. The AME questions will be given to the students two days prior to the date of submission as notified in the different programmes [For example-UG Assignment mode examination questions to be given (online) on dt. 24.07.2021 for submission on dt.26.07.2021].
3. The Assignment mode (AME) **question pattern will be descriptive in nature** covering all the units of the paper.
4. The students will have the choice to answer the questions as per the following format.

Maximum Mark	No. of question to be answered in Assignment mode	Maximum no. of pages of A4 size paper allowed
40	Two questions each of 20 marks	Eight(08) pages/ Four(04) sheets of A4 paper
30	Two questions each of 15 marks	Six(06) pages/ Three (03) sheets of A4 paper
20	One question of 20 marks	Three(03) pages / Two (02) sheets of A4 paper

5. The candidate has to follow the **Instructions to candidates for Online examination. (copy enclosed)**
6. The candidate has to write the answer to the questions in her own handwriting using **BLACK BALL POINT Pen** in **A4** size paper.
7. The students will submit the assignment scripts as single PDF file in any of the following mode.
  - (a) Email Id of the concerned Subject teacher/Co-ordinator as decided by the Department / Centre Superintendent.
  - (b) Whatsapp no of the concerned Subject teacher/Co-ordinator as decided by the Department / Centre Superintendent
  - (c) She may also upload the PDF file in student login portal of University website [www.rdwuniversity.nic.in](http://www.rdwuniversity.nic.in)
  - (d) She may also submit the Assignment script in the offline mode to the Centre Superintendent directly if required.
8. The Answer Scripts of all [UG/PG/B.Ed (Back papers)] will be evaluated by the faculty members of the Institution/College. In case of non-availability of regular faculty, the evaluation shall be done by the faculty from nearby colleges/Institution.
9. The Answer Scripts of the students may be stored in the Institution/College. Both the hard copy and soft copy of the Answer scripts must be preserved by the Centre Superintendent at least for 09 months from the date of examination until further instruction from COE office.
10. The Centre Superintendents are required to send the hard copy of mark foil of all **Back papers** to the office of the CoE in the prescribed (usual) format.

11. Answer Scripts scoring more than **85% marks for UG** are to be sent to the CoE office for evaluation by the External Chief Examiner by Special Messenger.
12. Answer Scripts scoring more than **90% marks for PG** are to be sent to the CoE office for evaluation by the External Chief Examiner by Special Messenger.
13. The Practical Examination shall be held in the online assignment mode with 25 full marks for U.G and 40 full marks for P.G. The question for practical examination shall be supplied by the departments of the institutions/colleges.
14. The Viva-Voce of the Practical Examination shall be conducted online (Whatsapp/ Skype/other meeting apps etc.).
15. The distribution of Practical marks for U.G students is : Answers to Experiment based Question-15 marks & Viva-Voce-10 marks
16. The Answer scripts of the Practical Examination will be evaluated by the Internal Examiner. In case of non availability of the Internal Examiner, the scripts will be evaluated by inviting an external examiner from the nearby colleges/Institution.

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Controller of Examinations  
R.D. Women's University  
Bhubaneswar

## INSTRUCTION TO INVIGILATORS

Instructions to the Invigilators for online University Examinations are noted below:

1. The Centre Superintendent shall allot the examination duties among the teaching staff of the college / institution called invigilators/mentors.
2. Each Invigilator is required to give a Certificate to the Centre Superintendent to the effect that none of his/her near relations is appearing the examination at the Centre and that none of the candidates appearing at the Centre has received private coaching from him/her.
3. Invigilators are under the control of the Centre Superintendent during the period they are on such duty.
4. They should report to the Centre Superintendent at least 90 minutes before the time fixed for commencement of examination.(As per programme)
5. The Invigilators should ensure proper internet facility at his/her end.
6. The Invigilator should supply the scanned copy of the question 15 minutes before the commencement of the examination.
7. She/He should ensure that all students have received the question in time. i.e. 15 minutes prior to the conduct of the examination.
8. The invigilators should ensure that all candidates are aware of the rules of on-line examination.
9. They should provide the instructions for on-line examination to each candidate prior to the beginning of the examination.
10. Invigilators are responsible for smooth conduct of examination.
11. The invigilator should ensure that all candidates have submitted the scanned copy of their answer scripts in any of the following mode
  - i. **Email Id or Whatsapp No. :**  
**As provided by the (invigilator /Coordinator/HoD/Centre Superintendent)**
  - ii. **Students login portal of University website [www.rdwuniversity.nic.in](http://www.rdwuniversity.nic.in)**
  - iii. **Directly by hand to the invigilator / Coordinator/HoD/Centre Superintendent**
12. After the examination is over, the invigilator should put his / her full signature (along with date) in the hard copy of the Answer Scripts (Print outs).

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Bhubaneswar


## GENERAL INFORMATION TO THE STUDENTS

1. In view of the Covid-19 situation in the state, the R. D. Women's University, Bhubaneswar is offering **Online** mode of Examinations (Final Semester UG/PG/ and Final Term B. Ed ) for ensuring both safety and convenience of the students.
2. The students are advised to go through the Online Examination Instructions carefully before hand.
3. While opting for Online Examination, the student has to ensure **good internet facility**.
4. The Examination will be of **2hr** duration with **50%** of the Full Mark of End Semester examination.
5. The **question pattern is descriptive in nature** covering all the units of the paper.
6. The practical examination will be of 2 hour duration with 25 marks for U.G and 40 marks for P.G and will be conducted in online modes. Question papers for the practical examination shall be supplied by the Inter examiner. The viva-voce of the Practical Examinations will be conducted Online (Whatsapp/ Google meet/Skype/other meeting apps etc.). The Answer scripts of the practical examination shall be collected in the online/offline mode like the theory papers.
7. All **Back Paper examinations of UG/PG/B.Ed. (Theory)** are to be conducted in the 'Assignment Mode'.
8. Any query regarding Online Examination can be made between 10:00 a.m. & 5:00 p.m. to the helpdesk mentioned below:

### Help desk:

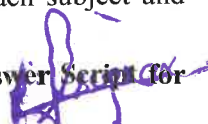
Contact No. COE – 9438077547, Dy. COE –9439476661/ 8249180882/ 6371469354/ 9611065490/  
9437275888

e-mail ID [coe@rdwu.ac.in](mailto:coe@rdwu.ac.in)

  
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### Instructions to the Centre Superintendent for online mode of Examination

1. The Principal/Head of the Institution will download the scanned question papers from official email (2 hours prior to the beginning of the examination).
2. The Principal/Head of the Institution shall provide the soft copy of the question paper to the Head of the Departments respectively one and half hour (90 minutes) before the commencement of examination.
3. The Invigilators/Group Admin shall supply the question paper **15 minutes before** the commencement of the Examination in Whatsapp group/email group of the students.
4. He/She shall ensure that the scanned copy of the question is received by the candidate **in time**.
5. The Centre Superintendent has to provide the personal mail ID / Whatsapp no. of the Invigilator /Group Admin to the students for uploading the Answer scripts.
6. The Group Admin/ Invigilator has to collect the Answer scripts each in **single PDF file** sent by the students **within 1 hour of the completion of the Examination**.
7. After taking the printouts of each PDF file of each candidate, the **Invigilator is to put full name signature on the first page of the Answer Script**.
8. The **attendance sheet and memo for each sitting** shall be prepared for each subject and paper separately.
9. **The Centre Superintendents are requested not to use the University Answer Script for Online mode or Assignment mode of examination.**

  
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