Instruction to get Question Paper & to submit/ upload Answer Scripts on Examination Day

(Semester – II, Semester – IV, Part- I & Part – II Examination 2020)

SECTION – 1 : Instruction to get Question Paper

Question papers will be available for download on examination day 30 min before the time of examination

http://seramporegirlscollege.org

Please keep checking college website for regular update

SECTION – 2 : Instruction to upload Answer Script

- Write down the answers in A4 pages but do not use any other page such as diary pages or ruled line sheets. Write only on one side of the pages.

- For each section (2nd & 4th Semester), start from a new page.

- Maintain minimum number of pages to write answer (max 15 pages)

- **Write your Roll No. and Registration number, Date of Exam, Subject Code & paper on the front page and roll & registration number on every page.**

- **Page numbers must be mentioned at the bottom of the page**

- Use black/ blue ink for writing answers

- Using mobile applications like **Adobe Scan or Doc Scanner**, scan your answers and convert them into a single pdf file (tutorial video link is given in the end) and then upload on the college website. You can use the crop option to ensure that answers are properly scanned and visible. Make sure all pages are clear and readable during making the pdf.

- **Submit your answer scripts within 1 hour of conclusion of examination thorough the following link:**
    a. **https://www.seramporegirlscollege.org/**
    b. **https://seramporegirlscollege.in/**

- Make sure you properly enter the University Roll No. and Registration No. properly. If they do not match, then you cannot submit the answer script.

- If the file size of your answer script is too long, it may take a couple of minutes to upload the document on the college website.

- If the answer script fails to upload, you must try again until you see the message, "Submitted Successfully" .

LINKS FOR DOWNLOADING MOBILE SCANNING APPLICATIONS:

Adobe Scan download Link:

https://play.google.com/store/apps/details?id=com.adobe.scan.android&hl=en

Doc Scanner

https://play.google.com/store/apps/details?id=net.doc.scanner&hl=en_IN

- Soft Copy (PDF) Submission time: **ONLINE MODE**: **within one hour after the examination**

  1st half: 12:00 to 2:30 PM

  2nd Half: 3: 00 to 5: 30 PM

  OR

- **Hard Copy Submission time: OFFLINE MODE**

  1st half: 1:00 to 2:00 PM

  2nd Half: 4: 00 PM to 5: 00 PM

YOUTUBE VIDEO TUTORIAL LINK:

https://www.youtube.com/watch?v=X2rBDCSEwvA&feature=youtu.be

Semester – IV Examination routine

SEMESTER - IV				
Date	Day	SEMESTER	1st Half 11am-1pm	2nd Half 2pm-4pm
1-Dec-20	Tue	SEM IV	Honours Paper **CC8-** all subjects	**General Paper CC4/GE4 -** English, Bengali,Political Science, Mathematics, Botany
2-Dec-20	Wed	SEM IV	Honours Paper **CC9-** all subjects	**General Paper CC4/GE4 -** History, Chemistry
3-Dec-20	Thu	SEM IV	Honours Paper **CC10-** all subjects	**General Paper CC4/GE4 -** Sociology, Sanskrit, Computer
4-Dec-20	Fri	SEM IV	Honours Paper **SEC-** all subjects	**General Paper CC4/GE4 -** Education, Physical Education,
5-Dec-20	Sat	SEM IV	**General Paper SEC-** History, Philosophy, Education, Sanskrit, Geography, Sociology, Physical Education, Hindi, Urdu,Computer Science	**General Paper CC4/GE4 -** Hindi, Urdu , Economics, Electronics
7-Dec-20	Mon	SEM IV	**General Paper CC4/GE4** , Philosophy, Geography	**LCC2-** Bengali, Hindi, Urdu, Alternative English

REVISED EXAMINATION ROUTINE FOR SEMESTER – II, Dec 2020

1st Half : 10am to 12:00 pm
2nd Half: 1:00 pm to 3:00 pm

Students who have failed in tutorial/ theory in 2nd Sem last year, need to write answers for that section only.

Date	Day	SEM	1st Half 10:00am-12:00pm	2nd Half 1:00pm-3:00 pm
8-Dec-20	Tue	SEM II	Honours Paper **CC3-** all subjects	**General Paper CC2/GE2 - Education, Physical Education, Physics, Zoology**
9-Dec-20	Wed	SEM II	Honours Paper CC4- all subjects	**General Paper CC2/GE2 - History, Chemistry**
10-Dec-20	Thu	SEM II	**General Paper CC2/GE2** - English, Bengali, Political Science, Mathematics, Botany	**General Paper CC2/GE2 - Sociology, Music, Sanskrit, Computer Science**
11-Dec-20	Fri	SEM II	**General Paper CC2/GE2** - Hindi, Urdu , Economics, Electronics	**General Paper CC2/GE2 - Philosophy, Geography**
12-Dec-20	**Sat**	**SEM II**	**ENVS Honours students *****	**ENVS General Students *****

***Answer Scripts submission of **ENVS examination** will be conducted in three modes, students can choose any one method.

Option 1: **Google Form link**, students may submit answers in google forms online.

      (Link of Google form will be given on examination day)

Option 2: Written answer script, to be submitted **ONLINE** as pdf in college web portal

Option 3: Written answer script, to be submitted **OFFLINE** as hard copy in college.

College will be closed at 5 pm

- <u>Soft Copy (PDF) Submission time:</u> **ONLINE MODE**:

      1st half: 11:00 to 1:30 PM
      2nd Half: 2:00 to 4: 30 PM

                                         OR

- **Ha<u>rd Copy Submission time: OFFLINE MODE</u>**

      1st half: 12:00pm to 1:00 PM

      2nd Half: 3: 00 PM to 4: 00 PM

Part – I & Part- II Examination 2020 routine

SERAMPORE GIRLS COLLEGE			PART 1 & PART 2 FINAL EXAM SCHEDULE 2020		
Date	**Day**	**Year**	**1st session 9am-11:00am**	**2nd Session 11:30 am- 1:30 pm**	**3rd Session 2pm-4pm**
14-Dec-20	Mon	Part 1 General	**Paper 1-** History, Education, Physics,	**Paper 1-** English, Sociology, Sanskrit, Music, Electronics, Hindi, Urdu , Geography, Philosophy,	**Paper 1-** Bengali, Political Science, Physical Education, Mathematics, Economics
15-Dec-20	Tue	Part 2 General	**Paper 2-** History, Education, Physics	**Paper 2-** English, Sociology, Sanskrit, Music, Electronics, Hindi, Urdu , Geography, Philosophy,	**Paper 2-** Bengali, Political Science, Physical Education, Mathematics, Economics
16-Dec-20	Wed	Part 2 General	**Paper 3-** History, Education, Physics,	**Paper 3-** English, Sociology, Sanskrit, Music, Electronics, Hindi, Urdu , Geography, Philosophy,	**Paper 3-** Bengali, Political Science, Physical Education, Mathematics, Economics
17-Dec-20	Thu	Part 1 Honours	**Paper 1 :** Honours Subjects , EDCA, ENGA, PHIA, SANA	**Paper 2 :** Honours Subjects, EDCA, ENGA, PHIA, SANA	
18-Dec-20	Fri	Part 2 Honours	**Paper 3 :** Honours Subjects ,EDCA, ENGA, PHIA, SANA, HISA, CMSA	**Paper 4 :** Honours Subjects, EDCA, ENGA, PHIA, SANA, HISA, CMSA	

College will be closed at 5 pm

- Soft Copy (PDF) Submission time: **ONLINE MODE**:

    1st session: 10:00 am to 12:00 pm
    2nd Session: 12:30 pm to 2:30 pm
    3rd session: 3:00 pm to 5:00 pm

    OR

- **Hard Copy Submission time: OFFLINE MODE**

    Upto 5 pm at college