



## **DHARMASHASTRA NATIONAL LAW UNIVERSITY, JABALPUR**

### **ONLINE CONDUCTION OF END SEMESTER EXAMINATION, NOVEMBER 2020 (FOR STUDENTS) MODALITIES / GUIDELINES FOR ONLINE (OPEN BOOK) EXAMINATION.**

1. The End Semester Examination for the students of II and IV Semester of B.A.LL.B. (Hons.) shall commence from 2<sup>nd</sup> November 2020 and shall continue up to 7<sup>th</sup> November 2020.
2. The Duration of Examination for each subject shall be 4 hours and the total marks assigned to each subject shall be 60 Marks.
3. Timings for the End Semester Examination shall be from 10:00 am - 2:00pm., from 2<sup>nd</sup> to 7<sup>th</sup> November, 2020.
4. The Question Paper shall be in three sections. First section shall have 2 compulsory questions of 5 marks each. The second section shall have 4 questions carrying 10 marks each, the students will have to answer any 2 questions. The third section shall have 4 questions carrying 15 marks each, the students will have to answer any 2 questions.
5. The mode of the online conduction of Exam shall be by sending the Question Paper on the Registered Official Email-ID of the students' via-email.
6. If a student does not receive their question paper within 10 minutes of the commencement of examination, it will be students' responsibility to contact and inform the concerned person (office of the Controller of Examination) regarding the same.
7. The time allotted for examination is 04 hours inclusive of the time for downloading the question paper and uploading of the answer-sheets. The last 30 minutes can be utilised for arranging, scanning and emailing the answer scripts.
8. The students must write their answers by hand on paper. Typed answers shall not be accepted in any manner for evaluation. The students have to finish the examination, scan the hand written answers and send it within the prescribed time limit. For instance, since the exam is scheduled between 10:00 am to 02:00 pm, the answer copies have to be sent by 02:00 pm.
9. In case of any delay or late submission of Answer Scripts, after the allotted time, the student shall be marked absent.
10. On the days of Exam, the Exam Cell will send the question paper via e-mail to all the students via email. Each student is required to email their answer copies by way of email attachment after scanning it, to the E-mail Id of the Exam Cell mentioned on the question paper.

11. The answers can be written on either A4 sized plain/ruled sheets. Every page of the answer sheet shall carry the page number to be written by the student.
12. Students are not supposed to simply copy their answers from different sources. It is the responsibility of the students therefore to ensure the integrity of their work. The answers given must not be plagiarised.
13. The students have to ensure that the handwriting is legible and clear.
14. The answer sheet must have a cover page comprising of the following:
  - Name
  - Roll No
  - Course Name
  - Date of Examination
  - Subject
  - Total No of Pages
  - Signature of the student

**Note: Students must not reveal their identity anywhere in the answer sheet except on the cover page in order to ensure anonymity at the time of evaluation of answer sheets. Therefore, apart from Cover page, on rest of the pages only page number should be written. Disclosing the identity by any means would amount to the use of unfair means.**

15. The students are advised to keep their answer sheets ready with the above details beforehand, so that there is no loss of time.

Office of the Controller of Examination

Mr. Jubaid Khan

Mobile - (7987158926)

Landline - (0761-260-0070)

Extension No. 1008

\*\*\*\*\*