



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SONEPAT**  
**भारतीय सूचना प्रौद्योगिकी संस्थान सोनीपत**

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No. IIITS/SNP/ACAD/EXAM/2021-22

Date: 22.03.2022

**EXAMINATION NOTIFICATION FOR FIRST SEMESTER (REGULAR & REAPPEAR) OF AY 2021-22**

It is for the information of all concerned that the competent authority has approved the following guidelines for smooth conduct of the 1<sup>st</sup> semester examination to be held in March, 2022:

1. The end semester theory examination for the first semester of academic year 2021-22 are to be held online. The modalities for conduct of online examination were deliberated in detail and approved. The same are attached as Annexure-I
2. The practical viva-voce, projects viva etc. are to be conducted online.

**Sd/-**  
**Director**  
**IIIT Sonapat**

## GUIDELINES FOR ONLINE EXAMINATIONS

### (FOR FIRST SEMESTER OF AY 2021-2022)

1. The students are required to join for the online examination on the link sent by the course coordinator/examiner.
2. The course coordinators/examiners will act as invigilator for the examination.
3. The mobile number and e-mail of the faculty conducting the examination must be mentioned on the question paper. In case of any difficulty/issue during the online examination, the students may contact the faculty at that number. The decision of the course-coordinator/examiner will be final.
4. The question paper will be of two parts i.e. Part A & B, which will be shared separately by the course coordinator/ examiner at starting and during examination respectively, via email/google classroom/Online platform.
5. All the students are required to switch ON the **camera of laptop/mobile** during the examination.
6. The total exam duration will be of 2 hours 30 minutes including following activities.

S.NO.	Activities	TIME
1.	Part -A delivery	11:00 AM
2.	Answering of questions (Part - A)	11:00 AM -12:00 PM
3.	Uploading of Part, A snap shots only on mentioned google link	12:00-12:05PM
4.	Part -B delivery	12:00-12:05PM
5.	Answering of questions (Part - B)	12:05-01:05PM
6.	Uploading of Part B snap shots only on mentioned google link	01:05-01:10PM
7.	Uploading of Scanned answer sheets (PDF) Part A& B separately via e-mail/ google classroom	01:10-01:30 PM

7. Apart from uploading the answers sheets It is required to upload the snap shot of the answers (Part A & B separately) to the Google link mentioned on the question paper.
8. The question paper may have subjective questions.

9. The students will use A4 size papers as answer sheets. They will write the course name and code along with their Roll No, signatures and total number of pages used on the first page.
10. The students are also required to write their Roll No and signatures on each page of the answer sheets.
11. The samples of first and subsequent pages of answer sheets are attached as Annexures A & B respectively.
12. The maximum page limit for answering question paper is 15 pages including graphs.
13. It is mandatory to specify page number on each answer sheets. As an illustration for a student using 15 pages as answer sheets, page numbering will be as 1/15, 2/15, .... 15/15.
14. The students must use blue/black pen only for writing their answers.
15. The students shall not mention their mobile number and name on the answer sheets.
16. **At the end of schedule time, the students will make a PDF file of answer sheet naming it as Roll No.pdf (As an illustration 1181xxxx.pdf) and submit it via e-mail/ google classroom.**

**ANNEXURE A**

**Sample of Front/First page**

**Roll No.**

**Signature of Student**

**Department/school:**

**Semester:**

**Nomenclature of course:**

**Course Code**

**Total Number of Pages Used:**

**ANNEXURE B**

**Subsequent Pages**

**Roll No.**

**Signature of student**

