

Guidelines to students appearing at the ensuing M.Sc Sem-II Examination, 2020 in Computer Science (under DDE).

1. Every student should preferably have their own Email ID & Mobile no., for sending answer scripts by E-mail at the E-mail ID specified by the DDE, BU.

2. Before appearing the said examination, students will have to download individual Examination Admit Card showing details of courses for which they are eligible to take their examination. Without any such valid document issued in his/her name, the examination will be treated as invalid and no result will be published for that examination. Besides, no examinee is eligible to take examination in any Subject or Course/ Paper/Half that is not mentioned in the Admit Card. If taken, as per rule the said examination will be treated as invalid.

3. Soft copy of the front page of the answer script to be used for writing answers. Use of the front page provided by the DDE, BU is compulsory and since there is no scope of checking the information, examinees are asked to fill in the blanks like Roll number Registration number, Course/ Paper/ Half and Subject very carefully. The answer script will be treated as incomplete without a properly filled-in front page, and is therefore, liable to be rejected.

4. Each question will be 5 or 10 marks and there' will be no question carrying 1 or 2 marks. The distribution of such questions will depend on the full marks of the course/paper.

5. Softcopy of questions will be made available on DDE website (BLENDED MODE EXAM QUESTION PAPER MENU) at least half an hour before the commencement of the examination of each day.

6. As it is a blended open book examination, there will be no objective type question and the timing will be restricted to 2 hours irrespective of course or paper.

7. Examinees will have to submit their own hand-written answer scripts electronically to the mail ID specified by the DDE, BU in a single PDF file (Page sequence: Front page followed by page nos 1,2,3,4..) within the stipulated time (as mentioned in the exam schedule/Admit Card) for each days examination. Blind/orthopedically disabled examinees may approach the university through the Director, DDE with details of their scribe for approval. The Examinees should be very much careful in typing the correct mail ID (as described in the Admit card)) while submitting the answer scripts electronically.

8. Examinees are to answer the question by downloading the front page of the answer script from the DDE website. Examinees should use A4 sheets for the writing the answers. Examinees will be able to use maximum Ten (10) pages for each paper as answer script excluding front page for each paper/Half. The filled-in front page along with the additional sheets is to be scanned as a single file in PDF format and need to be save the same PDF file with the name of the paper and Roll Number and to be sent to the designated Email ID. After completion of the examination on each day, examinees be asked to submit scanned copy of the own hand written (or written by approved scribe) answer script through Email to the designated Email I.D. within half an hour after the examination completed.

9. In the Subject field of the Email, Subject and Course/ Paper/Half and Roll Number are to be written. In case of any technical snag while sending the answer script, examinees should

immediately contact the Core faculty concerned through Mobile Phone (available in the contact menu of the DDE Website) to resolve the issue. If answer scripts are not sent electronically to DDE, B.U within the given time (half an hour), as per rule the examinee may be marked as 'ABSENT' in respect of the examination of that particular Paper / Course.

10. Students will have to give an undertaking regarding maintenance of sanctity of examination and acquaintance with the rule by signing the Front Page of the answer script. During sending of the answer script electronically. A screenshot of the sent mail is to be preserved. In case of traffic-jam in delivery, if necessary, this will be referred to in resolving disputes regarding late submission.

11. Question paper will be available from the website of the Directorate of the Distance Education, The University of Burdwan half an hour before the commencement of the examination as per the schedule.

12. Answers of all questions should be limited to 10 (ten) A4 size pages for the courses carrying 40 marks respectively.

13. Answer sheets, merged into a single file in pdf format, must be sent from the registered email ID within half an hour after the completion of the examination as per the schedule to the email ID as per given details.

14. While sending the answer script to the designated email ID as mentioned above, course code followed by the Roll no. has to be mentioned in the 'Subject Line' of the email.

For example, a student bearing roll no. 1100001100 should write the following text while submitting his/her answer script for the course MCSA 201: **1100001100** MCSA 201

15. The name of the file to be uploaded by the students should be given as per following prescription:

course code_roll no.pdf .

For example, a student bearing roll no. 1100001100 should use the following file name while submitting his/her answer script for the course MCSA 201:

1100001100 MCSA 201.pdf

Mail id for receiving answer script:

1. MCSA - 201 (24 / 11 / 2020): proy@cs.buruniv.ac.in
2. MCSA - 202 (25 / 11 / 2020): rkarmakar@cs.buruniv.ac.in
3. MCSA - 203 (28 / 11 / 2020): skarforma@cs.buruniv.ac.in
4. MCSA - 204 (01 / 12 / 2020): smandal@cs.buruniv.ac.in
5. MCSA - 205 (07 / 12 / 2020) : PR + RK (Through Google Meet)
6. MCSA - 206 (08 / 12 / 2020) : SK + SM (Through Google Meet)
7. All Paper Internal Assessment (02 / 12 / 2020) : sanjib_mandal@yahoo.com

