

**Guidelines to students appearing at the ensuing MBA 2019 July batch Sem II Examination, 2020 (under DDE).**

1. 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.
2. Answers of all questions should be limited to 15 (fifteen) A4 size pages for the courses carrying 80 marks respectively.
3. 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.

<b>Course/ Programme</b>	<b>Recipient email ID*</b>
<b>MBA</b>	corefaculty.mba@dde.duruniv.ac.in

4. While sending the answer script to the designated email ID as mentioned above, course code followed by the Roll no. and paper code has to be mentioned in the '**Subject Line**' of the email.
5. The **name of the file** to be uploaded by the students should be given as per following prescription: roll no. and paper code pdf.