

Instructions for the students of DDE, B.U. for Internal Examinations 2020.

It is notified for information of all concerned that Internal Assessment for M.A Part I Exam.2020 under Distance mode will be held through online mode as follows :

1. **Date** of Internal Assessment for **M.A.** in Bengali, English, Sanskrit, History: **24.11.2020**
2. Question papers will be uploaded on the **DDE website** **half an hour** before commencement of the examination
3. Examinees will have to write answers on *single side* only of **A4 size paper**, within a maximum page limit of 10 (TEN) pages only.
4. On top of the **first page** they should write only the **Subject & Roll No.**
5. On top of **each page** they should write **Serial No.** of page (like 1,2,3 etc.)
6. After the examination, they must send the answer-script, uploading in a **merged single PDF file**, **through the Link** of the Google Form (to be provided), within one hour of the end of examination.
7. The Link will turn inoperative after **2.30 p.m** (for Sanskrit ,English, History) and after **3.30 p.m** (for Bengali).
8. **Question Pattern:-** There will be no **MCQ** and questions will be of 05 and/or 10 marks.

Re-Appearing students who already appeared at Internal Assessment Test in the previous years, can not appear at the current Internal Assessment Test of 2020.

For Part-I Internal Assessment Examination (Subject : Bengali , English, Sanskrit, History) in DDE,B.U.2020.

1. Soft copy of the front page of the answer script to be used for writing answer.

Front page downloading link :

<http://dde.buruniv.ac.in/wp-content/uploads/2020/11/Front-Page-of-Answer-Script-1.pdf>

2. USE A4 PAPER
3. Draw a TOP MARGIN and a LEFT MARGIN
4. Write ONLY the SUBJECT, ROLL NO. and PAGE NO. on top .
5. DO NOT WRITE THE NAME
6. Write ONLY on ONE SIDE of the page.
7. Answers may be written in any order.

8. Limit yourself to 10 pages.
9. After completing the examination, check the page numbers, and put them in sequence.
10. SCAN (Use Adobe, Camscan, Paper etc) ALL THE PAGES IN SEQUENCE to make one PDF.
11. (Steps are as follows:)
12. Install JPG to PDF converter app from play store in the start mobile
13. Take the snapshots of all the sample answer scripts (written pages)
14. Open the app.
15. Click FILE tab
16. Select snapshots pages sequentially
17. Click DONE
18. Click Convert to PDF tab
19. This will merge all the snapshots of the answer scripts into a single file as PDF.)
20. GIVE your ROLL NO. as the PDF NAME .
21. Go to the Google form link for Answer Script upload.
22. Upload the PDF in ADD FILE option.

After the commencement of examination please open your Google Form according to your subject and go to add file option then upload your answer script in a single file PDF format.

English :	https://docs.google.com/forms/d/e/1FAIpQLSecEdWr-xOAIQKOh4zeTBElkajFC-O00Lb4ZZ4iBvTmDREgw/viewform?usp=sf_link
Sanskrit:	https://docs.google.com/forms/d/e/1FAIpQLSedd2iLuhocaOsg3l-ICekbh6RCz3NWknkRUOGhn6WNIHc1rQ/viewform?usp=sf_link
Bengali :	https://docs.google.com/forms/d/e/1FAIpQLSf4AvzVzpmYibGJlCy-yn8nbWRGhClhvgA2wP9KySjOTVwtIA/viewform?usp=sf_link
History :	https://docs.google.com/forms/d/e/1FAIpQLSfL_dV08Az03zotEX0j8WoYBr9kVXK7N_NpUHVaxFTT3m_Q7yQ/viewform?usp=sf_link