

THE UNIVERSITY OF BURDWAN
DEPARTMENT OF THE CONTROLLER OF EXAMINATIONS
Rajbati, Purba Bardhaman

**GUIDELINE REGARDING THE INTERNAL ASSESSMENT OF MA/M.SC.
SEMESTER – III EXAMINATION, 2020(CDOE) IN MATHEMATICS (CBCS) IN
VIEW OF COVID-19 PANDEMIC.**

1. Every student should preferably have their own email id & mobile no. for sending answer scripts through **GOOGLE FORM** to be specified by the CDOE, 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 that is not mentioned in the Admit Card. If taken, as per rule the said examination will be treated as invalid.

3. For Pure Stream:

Answer of MMATP301 should be limited to one A4 size page,
Answer of MMATP302 & MMATP303 together should be limited to one A4 size page,
Answer of MMATG304 should be limited to one A4 size page,
Answer of MMATP305 should be limited to one A4 size page,
Answer of MMATPME306-1 should be limited to one A4 size page,
Answer of MMATPME307-6 should be limited to one A4 size page,
Answer of the minor elective MCSA-MIE303 should be limited to one A4 size page.

For Applied Stream:

Answer of MMATA301 & MMATA302 together should be limited to one A4 size page,
Answer of MMATA303 should be limited to one A4 size page,
Answer of MMATG304 should be limited to one A4 size page,
Answer of MMATA305 should be limited to one A4 size page,
Answer of MMATAME306-1 should be limited to one A4 size page,
Answer of MMATAME307-2 should be limited to one A4 size page,
Answer of the minor elective MCSA-MIE303 should be limited to one A4 size page.

Examinees are asked to fill in the Roll number, Paper and Subject very carefully at the top of the page and have to sign at the bottom of each answer sheet (see the sample answer script). The answer script without Roll number and signature **will be treated as incomplete.**

4. Examinees will have to submit their own hand-written answer scripts electronically through **GOOGLE FORM** to be specified by the CDOE, BU in a single PDF file within the stipulated time (as mentioned in the exam schedule). Blind/orthopedically disabled examinees may approach the university through the Director, CDOE with details of their scribe for approval.
5. For electronic submission, scanned page need to be converted to a single PDF document. The PDF document need to be named after the Roll Number of the examinee **(details are given below)** and attached to the **GOOGLE FORM**. In case of any technical snag while sending the answer script, examinees should immediately contact for any support to the Core Faculty in Mathematics . If answer scripts are not sent electronically to CDOE, 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.

For Applied Stream:

- (i) Answer to the course **MMATA301 & MMATA302** together must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : **Roll Number_MMATA301302** . For example, if your Roll Number is 000123, put the file name **000123_MMATA301302**. Upload the file in the appropriate field of the Google Form .
- (ii) Answer to the course **MMATA303** must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : **Roll Number_MMATA303** . For example, if your Roll Number is 000123, put the file name **000123_MMATA303**. Upload the file in the appropriate field of the Google Form .
- (iii) Answer to the course **MMATG304** must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : **Roll Number_MMATG304** . For example, if your Roll Number is 000123, put the file name **000123_MMATG304**. Upload the file in the appropriate field of the Google Form .
- (iv) Answer to the course **MMATA305** must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : **Roll Number_MMATA305** . For example, if your Roll Number is 000123, put

the file name [000123_MMATA305](#). Upload the file in the appropriate field of the Google Form .

(v) Answer to the course [MMATAME306-1](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATAME306-1](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATAME306-1](#). Upload the file in the appropriate field of the Google Form .

(vi) Answer to the course [MMATAME307-2](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATAME307-2](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATAME307-2](#). Upload the file in the appropriate field of the Google Form .

(vii) Answer to the course [MCSA-MIE303](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MCSA-MIE303](#) . For example, if your Roll Number is 000123, put the file name [000123_MCSA-MIE303](#). Upload the file in the appropriate field of the Google Form .

For Pure Stream:

(i) Answer to the course [MMATP301](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATP301](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATP301](#). Upload the file in the appropriate field of the Google Form .

(ii) Answer to the courses [MMATP302 & MMATP303](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATP302303](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATP302303](#). Upload the file in the appropriate field of the Google Form .

(iii) Answer to the course [MMATG304](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATG304](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATG304](#). Upload the file in the appropriate field of the Google Form .

(iv) Answer to the course [MMATP305](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATP305](#) . For example, if your Roll Number is 000123, put

the file name [000123_MMATP305](#). Upload the file in the appropriate field of the Google Form .

(v) Answer to the course [MMATPME306-1](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATPME306-1](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATPME306-1](#). Upload the file in the appropriate field of the Google Form .

(vi) Answer to the course [MMATPME307-6](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MMATPME307-6](#) . For example, if your Roll Number is 000123, put the file name [000123_MMATPME307-6](#). Upload the file in the appropriate field of the Google Form .

(vii) Answer to the course [MCSA-MIE303](#) must be written in a single A4 size page. Scan that page and save it in PDF format .While saving the file in PDF format , put the file name as : [Roll Number_MCSA-MIE303](#) . For example, if your Roll Number is 000123, put the file name [000123_MCSA-MIE303](#). Upload the file in the appropriate field of the Google Form .

The above prescriptions (for both Applied and Pure stream) must be followed strictly. Answer script submitted without following the above prescriptions is liable to be cancelled .

6. Although students will take examinations from home, they will come under the purview of disciplinary measures on the basis of the examiner's report in case any of them writes/posts anything that might compromise the sanctity of the system which depends mostly on trust and responsibility of learners.
- 7. The above provisions shall be applicable only for this current academic session and all pending Exams as one time measure.**

Controller of Examinations