**Practical Examination, December 2020**

**Computing Basics and Applications**

**BA (VS) OMSP – Semester III**

**College of Vocational Studies**

**Time: 1 Hrs. + 1 hour for Uploading answer sheet M.M. 50**

**Instructions / Guidelines for candidates: (PLEASE READ CAREFULLY) :**

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| --- | --- | --- | --- |
| Mail ids |  | Teacher | e-mail id |
| of concerned | Students of Section A and B ex-students/ back students / students of the previous years | N K Sehgal | Nsehgal444@gmail.com |

1.Question paper process will start at 08.30 a.m.

2.At 08.30 a.m. students should join MS team.

3. Attendance downloading time at MS team will be 09.00 am. In the absence of the student’s response joining MS teams beyond the 09.00 am student will be marked as absent. No excuse whatsoever will be entertained.

4. Question Paper will be put up on college web-site (<http://cvs.edu.in/qp2020>) as well as on MS Team.

Answer sheets will be uploaded on the MS team by the students by 11.00

a.m.

5. All students are required to attempt the paper neatly and legibly onRuled sheet (paper with lines) and **WRITE IN PEN AND ATTEMPT ON COMPUTER OR MOBILE APP** .

6. The answer sheet should have the following clearly stated at the top:

* Name of the programme
* Paper name as Computing Basics Applications (Practical)-3.3
* Paper Code : 62154310
* Semester
* Name of the student
* University Roll Number
* College Roll Number
* Ex-students should write (EX STUDENT) in bold CAPITAL letters

7. The answer sheet with any of the above given mandatory information missing will not be evaluated.

8. A student can see the Question Paper from MS Team / College Seb-site, attempt the paper, scan it and upload on MS Team without fail or send to the mail-id of the concerned teacher before 11.00 a.m on the designated day of the practical exam. Any answer sheet uploaded on MS Teams / sent on the mail id of the concerned teacher after the stipulated time period will be treated as invalid and will not be evaluated.

9. Please note any copied content especially from any online source will not be evaluated and marked as Zero (0). Any copying of answers among the students will also be treated as invalid. All students involved will be marked as Zero (0).

10. While you are submitting you answer sheet, clearly mention the following in the subject of the mail :

(i) Subject, (ii) Your full name, (iii) University Roll No