



ONLINE EXAMINATION GUIDELINES FOR PARENTS AND STUDENTS

Dear Parent

*Where the willingness is great, difficulties cannot be great - Niccolo Machiavelli*

This to remind you that the school is going to commence Online Unit Assessment I for the session 2021-22 for classes III- X and XII from Wednesday , 7<sup>th</sup> July 2021 and as always we seek your cooperation to make it a success.

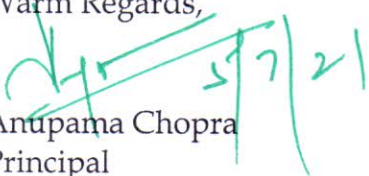
We are sharing few guidelines which we expect our students to adhere to:

1. The students should be neatly dressed in school uniform for the assessment.
2. Please earmark a dedicated space at home, which is free from any disturbance and has a comfortable workstation for your ward to take her/his assessment.
3. A time bound Online Exam will be conducted using Google Classrooms and Zoom.
4. The students have to keep their camera on during the entire Assessment.
5. **Students will require the following during assessment:**
  - a. Stable internet connection
  - b. Laptop / tablet / Mobile Phones ( Two Devices)
  - c. In case the student is using mobile phone for the assessment, her/she is required to have two devices so that the student is visible to the invigilator continuously during the entire course of assessment.
  - d. Pen/pencil and paper
6. We request you to be around your ward when they take the online exams to ensure that they are adapting well to the new methods and attempt the exam fairly. This will help us evaluate and finetune the technique of assessing students.
7. The examination will be conducted in written and MCQ formats for all classes and for all subjects as per the Date Sheet on the same day.
8. The dates on which no examination is scheduled are meant for study leave/ Doubt sessions.
9. Doubt Sessions will be taken by the subject teachers during study leaves and the schedule for the same is being shared on the Study Material website.

Your cooperation is solicited.

Warm Regards,

Anupama Chopra  
Principal

  
5/7/21