

Samrat Ashok Technological Institute, Vidisha (M.P.)

End Semester Examination - Dec 2020 to Jan 2021

Online Examination Guidelines for Students

- Students must ensure following facilities during examination at their end
 - Internet Connection
 - Google Meet App
 - Mobile/ Computer Device having working Camera, Mic and Speaker
 - Access of E-mail ID filled by student on following Google form-
 - “End Semester Examination: Dec 2020”
 - Link of form- <https://forms.gle/EPYNp5PhVShCdti59>
 - Prior knowledge of working on **Google Meet/ Google Class Room**
- Student can see the demonstration video and PDF of the examination process on online examination portal.
- Student would receive the request on his/her Email ID (as provided by him by filling the End Semester Examination: Dec 2020 form through the link - <https://forms.gle/EPYNp5PhVShCdti59>) to connect to Google Classroom. He/she must accept that.
- Students need to go to the portal.
- The link for the (Online Mode) examination portal of End Semester Examination: Dec 2020 – Jan 2021 - <https://sites.google.com/view/sati-examination/home>
- Student need to click on their respective department.
- Click on the link provided next to their respective enrollment numbers.
- Once you click on the link you will be automatically directed to the Google Meet.
- In the chat box of the Google meet you will find your question papers as scheduled.
- The question paper can be accessed during the examination hours only (11:00AM to 1:00 PM).
- Students need to ensure that they are attempting the right question paper (Subject Code: Subject Title)
- Student need to attempt the paper and submit it when they complete it.
- Students are instructed to join the respective Virtual Class Room before 30 minutes of the scheduled examination as per uploaded time table.
- There will be one invigilator in each virtual room. So, student must mute their mic till invigilator asks them to use it or in case you need to communicate with him.
- Students are instructed to ensure that their camera would remain open throughout the exam duration otherwise they will be responsible for further action.
- Student need to ensure silence in their surrounding during examination.
- Student should keep Institutional ID card during the examination and show it to invigilator when asked as a proof of his/her identity.
- Students will have time for
 - 10:30 AM to 11:00 AM – To show your identity to the invigilator
 - 11:00 AM to 01:00 PM – Scheduled Examination

- Remember that before examination invigilator will take one screen shot of you showing him your identity card.
- The examination duration will be of 2 hours.
- There will be no negative marking so students are expected to attempt all the available questions.
- There will be total 40 questions for a particular examination and it will be as followed:
 - 20 questions carrying 1 mark each
 - 15 question carrying 2 marks each
 - 5 questions carrying 4 marks each
- All 40 questions will be of MCQ type. Each question will have 4 answers as options in it and students need to click one correct option from that.
- An online help center will remain active as per the examination schedule to resolve your queries. Link and details for the same will also be uploaded on online exam portal.
- Contact Number for help:
 1. Dr. Divya Rishi Sahu - 8827133880
 2. Prof. Piyush Jain - 8319590994
 3. Prof. Sanjeet Kumar - 7903397360
 4. Prof Vipin Patait - 7895167792



Prof. Sanjay Jain
Controller (Exam)
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