

Instructions

In Nutshell

- **Use Answer sheet as per the proforma provided at the college website/University Website.**
- **Sit in front of webcam for the whole duration.**
- **Scan your answer sheet in PDF format.**
- **First page must be Admit Card.**
- **Upload your answer sheet with University Roll No._Question Paper Code.**
- **Upload it on erp portal of the college within prescribed time**
- **No hard copy will be accepted.**
- **Don't unmute yourself until say so.**
- **Login with your Microsoft teams ID and password provided by the college.**
- **Ensure good internet connectivity and speed.**
- **Morning Session : 9.30am to 1.30pm and Evening Session: 1.30pm to 5.30pm**
- **Disappearance from the Webcam due to any reason will be treated as UMC.**
- **Question Paper code will be given on the right upper corner of the Question Paper.**
- **Question Paper can be downloaded from College Website.**
- **He/She will ensure that the written material is clearly visible.**