Date : 27.11.2021

NOTICE FOR 2ND INTERNAL ASSESSMENTS FOR DIPLOMA 2ND SEM STUDENTS.

All the Diploma 2nd Sem students are hereby notified that, as per notification published by WBSCTVESD, **1st Internal Assessments (IA)** will be conducted as per below mentioned schedule through **online proctored system** as because examination in Pen & Paper mode (Offline Mode) is not possible due to the Covid-19 pandemic situation.

ATTENDANCE OF INTERNAL ASSESSMENTS ARE MANDATORY, EVERY STUDENTS WILL HAVE TO ATTEND IT.

Following basic guidelines are being issued as prescribed by the WBSCT&VE&SD in connection with the said examinations for your convenience.

1. For internal assessment duration of OPE will be **45 minutes** (Full Marks in IA: 20).

2. Question papers will be sent to the students by the respective Institutes/Subject Teachers through Email/WhatsApp or by any other online mode 5 minutes before commencement of the examinations.

3. Institute authority /Examination Cell will take the online examinations with Google meet of the mail ID provided for the examination purpose to the respective disciplines of the respective Institutes.

4. Students have to write the answer of the questions in own handwriting using 44 size pages. Each completed answer script must possess a FRONT PAGE (A4 size) carrying details (Branch, Semester, Registration Number, Roll Number, Subject Name & Date of Examination) of the student.

5. Students must write his/her roll number, registration number and put full signature at the bottom of each page. Scanned signature will not be acceptable. After completion of the examination, students have to send scanned copies of the answer sheet along with the filled in front page (in single PDF file only) to the respective Institute through Email/WhatsApp or any other online mode within the stipulated time. Name of the PDF file should have a specific format as <Registration Number>_<Subject Code>_<Date of Examination.

6. Students will be provided with additional time of 15 minutes for uploading the scanned answer script after the examination hours. As there is time restriction for sending the answer script to the Institute, students should be very much careful about it and must make necessary arrangements prior to appearing in the examination on each day.

7. During the examinations, all students must be instructed to switch on their camera of the device by which they will appear in the examinations.

8. The answer-scripts of the students must be uploaded by the students within stipulated time.

9. Students should be advised to appear for the examinations from the place where they will not normally face any internet connectivity problem.

10. After completion of the examination, students have to send a scanned copy of the answer script along with the filled in front page **(in single PDF file only)** through an E-mail ID provided below:

exam.ist.civil1@wbscte.ac.in	(for Civil Engineering Students)
exam.ist.cst1@wbscte.ac.in	(for Computer Science Engineering students)
exam.ist.electrical1@wbscte.ac.in	(for Electrical Engineering students)
exam.ist.mechanical1@wbscte.ac.in	(for Mechanical Engineering students)

SCHEDULE OF EXAM - 2ND SEM

SL NO	DATE	TIME	BRANCH	SUBJECTS WITH CODE
1	01/12/2021	11.00 A.M – 11.45 A.M	ALL	Mathematics-II (204N)
2	02/12/2021	11.00 A.M – 11.45 A.M	ALL	Applied Physics-II (202N)
3	03/12/2021	11.00 A.M – 11.45 A.M	ALL	Introduction to IT Systems (201N)
4	08/12/2021	11.00 A.M – 11.45 A.M	ALL	Fundamentals of Electrical & Electronics Engineering (FEEE) (203N)
5	09/12/2021	11.00 A.M – 11.45 A.M	ALL	Engineering Mechanics (205N)

11. If any query regarding the Internal Assessments, please contact with the HOD of concern department as below:

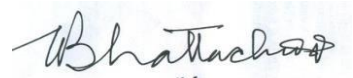|		
Examination Co-Ordinator	: **Mr. Mithun Das**	:9038088950
For Civil Engineering HOD	: **Ms Payeli Mukherjee**	:9434651173
For Mechanical Engineering HOD	: **Mr. Parikshit Ghosh**	:9433804939
For Electrical Engineering HOD	: **Mr. Indranil Maity**	:9939290120
For Computer Science & Technology HOD	: **Mr. Avijit Bera**	:9836883884

With thanks & best wishes

(Principal)