



Date : 18.09.2021

NOTICE FOR EXTERNAL ASSESSMENT OF THEORETICAL SUBJECTS FOR DIPLOMA 4TH SEM STUDENTS

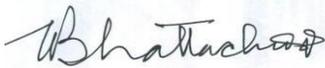
The WBSCT&VE&SD has decided to conduct external theoretical examinations for the 4th semester diploma students (Regular & Casual) in Engineering & Technology/Architecture/MOPM (Academic Session 2020-21) from 23rd September, 2021 through online proctored system, The specific guidelines for the proctored examination system are placed here in under for convenience of all concerned:

1. Duration of online proctored examinations will be 1.5 hours for full paper (Full Marks; 70) and 1 hour for half paper (Full Marks: 35). However, in case of the subject Architectural Design & Drawing-II, 610(5), duration of examination will be 3 hours for 2 days (1.5 hours each).
2. Institutes will distribute the question papers as well as the password to their eligible students through Email/WhatsApp or any other online mode 15 minutes before commencement of the examinations.
3. Students have to write the answer of the questions in own handwriting using A4 size pages. Each completed answer script must possess a FRONT PAGE (A4 size) carrying details (Course Name, Registration Number, Roll Number, Subject Name & Date of Examination) of the student.
4. A blank copy of the FRONT PAGE of answer script has been attached at the end. Students have to take printout of the blank front page and fill it carefully for each day's examination.
5. 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) to their Institute through the below mentioned E-mail/WhatsApp or any other online mode within the stipulated time. The pdf file should be named as <Registration Number>-<Subject Code>-<Date of Examination>. Scanned signature of the students on the front page/answer scripts will not be acceptable.

For CE : exam.ist.civil2@wbscte.ac.in
For EE : exam.ist.electrical2@wbscte.ac.in
For ME : exam.ist.mechanical2@wbscte.ac.in
For CST : exam.ist.cst2@wbscte.ac.in

6. In case of Drawing Subjects, scanning of the drawing sheet should be done in parts. Each scanned page should contain only one drawing. 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 parts of the drawing 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>_<Date of Examination>_<Subject Code>-<Branch>
7. In case of the subject Architectural Design & Drawing-II, 610(S), concerned students have to submit their answer scripts within the stipulated time after the examination of Day-1 in single pdf to their respective Institutes. On Day-2, the concerned students will be provided different instructions for the same question, and they have to submit their answer scripts for Day-2 in single pdf to their respective Institute within stipulated time, So, for the aforesaid subject, the concerned Institutes will receive two pdf files (for Day-1 & Day-2) for each student.
8. Students will be provided with additional time of 30 minutes for sending 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.
9. Students must preserve the physical answer scripts without any alteration until the publication of the result, Making changes in physical answer scripts after sending to their respective Institute would result in cancellation of examination.
10. During the examinations, all students must be instructed to switch on their camera of the device by which they will appear in the examinations. Students, who will not switch on their camera of their device during the examination, will be marked as ABSENT.
11. Students should be advised to appear for the examinations from the place where they will not normally face any internet connectivity problem.

With thanks and best wishes


(Principal)