



Department of Geography & Disaster Management

(DST-FIST Sponsored and UGC-SAP Assisted Department)

University of Kashmir, Srinagar-6, J&K

NAAC Accredited Grade "A⁺"

Guidelines for Online Examination

(For 1st Semester(Batch-2020) who have opted GE & OE Courses in the Department of Geography & Disaster Management, University of Kashmir, Hazratbal Srinagar)

In view of COVID-19 outbreak and implementing the Standard Operating Procedures (SOP's) issued by Ministry of Human Resource Development (MHRD), Govt. of India and UGC, the University of Kashmir in adherence to these guidelines framed a comprehensive protocol vide notification Ref. No.F(COVID-Examination)DAA/KU/2021 Dated 8th May-2021 issued by Deputy Registrar Academics(Academics Affairs)for the smooth conduct of examinations. Furthermore an online Departmental Committee meeting was convened by the Department of Geography & Disaster Management on 12-05-2021 under the Chairmanship of Head of the Department in which certain modifications were incorporated in the "Mode and method of examination" to be conducted for M.A/M. Sc. 1st Semester Batch 2020 GE/OE courses, Spring Session: 2021 on the basis of feedback received from various faculty members. The pattern of examination and the weightage of various components are given below:

Part 1: Mode and method of Examination

- The system of examination for M.A/M. Sc. 1st Semester (Batch 2020) **General electives and Open electives comprised of two credits** shall be based on following two components-
 - (i) MCQs (6*2=12 Marks)
 - (ii) Medium Answer Type Questions (4*7=28 Marks)
- There shall be 6 MCQs carrying 2 marks each and 4 medium answer type descriptive questions, each carrying 7 marks from two credits.
- The word limit for each hand written question should be around 200- words.
- Each student shall email the hand written questions in PDF format to the concerned subject teacher.
- The time duration for the submission of the paper will be 1 hour (10 minutes for MCQs and 50 minutes for descriptive questions) from the allotted time.
- The examiner shall upload the MCQ paper through the Google form and the descriptive part of the paper shall be uploaded on suitable platforms which will be dully communicated to the students by the examiner.
- **Part 2:** 20 % marks shall comprise of internal assessment as per existing scheme of the University which has been already completed by the concerned teachers.

Sd/

Dr.Mohd.ShafiBhat
Incharge Examination

Sd/

Prof.Shamim Ahmad Shah
Head of the Department

No. F (DateSheet-OE/GE)Geog./KU/21

Dated: 12-05-2021

Copy to:

- Dean Academic Affairs for information
- Controller of Examinations, for information
- Co-coordinator CBSC for information
- All concerned Teaching Faculty.
- Departmental Website/E-Notice Board/File

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<http://geogrd.uok.edu.in>

Telephone: 0194-227 2229/2230



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INSTRUCTIONS FOR ONLINE EXAMINATION

Candidates are advised to go through the following instructions carefully and make themselves understand properly before proceeding to examination:

- 1 Question paper link shall be available on the Google Meet as per the scheduled date and time under "Stream/Chat".
- 2 No online question paper shall be available for candidates before and after the scheduled time.
- 3 Candidates are required to join the Google Meet Session 10 minutes prior to the commencement of the examination for necessary instructions and their individual physical verification.
- 4 Invitation link of the Google Meet shall be sent to the candidates through their registered email ids at least Two (2) Minutes before the commencement of the exam.
- 5 Candidates who intent to appear in the online examination using smart phones or tabs or devices alike are suggested to download the Google Meet App. from their respective stores before they appear in their first paper's examination and get used to its functioning. Those who are going to use laptop or PC for appearing in the examination can use preferably Chrome browser to join Google Meet.
- 6 The candidate shall expect no help regarding any question during the examination from the coordinator or examiner. If there is any grievance regarding any question or candidate thinks it is out of prescribed syllabus, it shall be discussed and resolved later.
- 7 This is not the proctored examination and you are not watched physically by the examiner, but this is the model of examination in which the system trusts the learner that he/she shall abide the rules, norms and honor the sanctity of examination and respect the efforts of educational institutes by not adopting the unfair means particularly during these unprecedented times. If the honor code is violated intentionally, it will be detrimental for the underlying cause for conducting online examinations during these crises and will further create problems for both learners and institutions.



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- 8 If any candidate is found using unfair means during the process of examination, his/her examination shall be cancelled and consequently be barred for appearing in other courses and shall be dealt with the guidelines and punishments formulated for such offences by the University from time to time. It is recommended that do not waste your time by trying to help other classmates. This is the job of examiner to help any examinee whosoever faces the problem.
- 9 It is also advised to keep only necessary tabs/windows or apps open on your device/browser like question paper tab and Google Meet app and close the rest of the tabs/windows/Apps during the examination for smooth experience of internet network.
- 10 To ensure smooth conduct of Online Examination, a mock test shall be held before the commencement of examination so that the candidates can satisfy themselves about the process of online examination.
- 11 In case of any clarification / query regarding the online examination, please feel free to contact your concerned:

Examination Coordinator:

9906211300

Incharge Help Desk:

9906428477/6005340025/7006158221

Email:

geord@kashmiruniversity.ac.in

Sd/

Dr. Mohd. Shafi Bhat
In-charge Examination

Sd/

Prof. Shamim Ahmad Shah
Head of the Department

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