



# Department of Geography & Disaster Management

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

## University of Kashmir, Srinagar-6, J&K

NAAC Accredited Grade "A<sup>+</sup>"

### Guidelines for Online Examination

(For M.A/M.Sc Geography, M.A/M.Sc Disaster Management, 1<sup>st</sup> Semester (Batch-2020) and M.A/M.Sc Geography 4<sup>th</sup> Semester (Batch-2018) enrolled in the Department of Geography & Disaster Management, University of Kashmir, Hazratbal)

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 8<sup>th</sup> 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 20-05-2021 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. 1<sup>st</sup> Semester Batch 2020 & M.A/M.Sc Geography 4<sup>th</sup> semester (for pending papers), batch-2018, Session Spring -2021 on the basis of feedback received from various faculty members. The pattern of examination and the weightage of various components are given below:

#### Mode and method of Examination

- The system of examination for M.A/M. Sc. 1<sup>st</sup> Semester Batch 2020 & M.A/M.Sc Geography 4<sup>th</sup> semester (batch-2018) comprised of two & four credits shall be based on following components:-

#### Part 1: MCQ .

- (i) MCQs (6\*2=12 Marks) for 02- Credit Courses
- (ii) MCQs (12\*2=24 Marks) for 04 - Credit Courses

#### Part 2: Descriptive Questions.

- (i) Medium Answer Type Questions (4\*7=28 Marks) for 02- Credit Courses
- (ii) Medium Answer Type Questions (8\*7=56 Marks) for 04- Credit Courses

- The word limit for each hand written question should be around 150 to 200- words.
- All questions are compulsory.
- Each student shall email the hand written questions in PDF format to the concerned subject teacher/examiner.
- The time duration for the submission of the paper from two credit courses will be 1 hour & 10 minutes (10 minutes for MCQs and 60 minutes for) from the allotted time.



# Department of Geography & Disaster Management

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

## University of Kashmir, Srinagar-6, J&K

NAAC Accredited Grade "A<sup>+</sup>"

- The time duration for the submission of the paper from four credit courses will be 2 hour & 20 minutes (20 minutes for MCQs and two hours 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 3:** Internal assessment shall be having a weightage of 20 % of the overall marks 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: 20-05-2021

Copy to:

- Dean Academic Affairs for information
- Controller of Examinations, for information
- Dean School of Earth & Env.Sciences for information
- Public Relation Officer(PRO Cell) for information
- Co-coordinator CBSC for information
- All concerned Teaching Faculty/ Supervisory Staff.
- Departmental Website/E-Notice Board/File



# Department of Geography & Disaster Management

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

## University of Kashmir, Srinagar-6, J&K

NAAC Accredited Grade "A<sup>+</sup>"

### **INSTRUCTIONS FOR ONLINE EXAMINATION**

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

- 12 Question paper link shall be available on the Google Meet as per the scheduled date and time under "Stream/Chat".
- 13 No online question paper shall be available for candidates before and after the scheduled time.
- 14 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.
- 15 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.
- 16 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 & Adobe Scan 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.
- 17 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.
- 18 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.



# Department of Geography & Disaster Management

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

## University of Kashmir, Srinagar-6, J&K

**NAAC Accredited Grade "A<sup>+</sup>"**

- 19 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.
- 20 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.
- 21 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.
- 22 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](mailto:geord@kashmiruniversity.ac.in)

*Sd/*

**Dr. Mohd. Shafi Bhat**  
**In-charge Examination**

*Sd/*

**Prof. Shamim Ahmad Shah**  
**Head of the Department**

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

Dated: 20-05-2021

Copy to:

- Dean Academic Affairs for information
- Controller of Examinations, for information
- Dean School of Earth & Env.Sciences for information
- Public Relation Officer(PRO Cell) for information
- Co-coordinator CBSC for information
- All concerned Teaching Faculty/ Supervisory Staff.
- Departmental Website/E-Notice Board/File

Visit us at: [www.kashmiruniversity.net](http://www.kashmiruniversity.net)

Email Ids: [geord@kashmiruniversity.ac.in](mailto:geord@kashmiruniversity.ac.in)

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

Telephone: 0194-227 2229/2230