

## Guidelines for conducting practical exams of Sem VIII, 2019-20 through online mode

- 1) Examination is in the form of viva-voce through online mode
- 3) The exam will be conducted by two examiners appointed by the Principal of each college. The Principal of the college shall draw a proper appointment order for the same.
- 4) The Principal shall also appoint a supervisor per laboratory of Sem VIII as observer while the viva is being conducted through online mode
- 5) The time table as shared by the lead college of the cluster be followed
- 6) The college shall display the time table along with seat numbers and batch wise distribution of students well in advance on college website and will make sure that every student has seen the time table
- 7) Two examiners can conduct the exam parallel to each other
- 8) The viva voce will be conducted of 20 marks and marks will be submitted by converting out of 40.
- 9) The question bank will be prepared by the individual college based on the experiments conducted till 13th March..However, if a student is unable to answer the questions, the examiner will use his/her discretion to simplify the questions further
- 10) The question bank may include, eg, the questions pertaining to laboratory work, principles of experiment, some interpretation of results, some small calculations which can be done on the spot in a span of 2 to 3 minutes or at least the method can be explained, chemical structures or mechanism of chemical reactions, some related theory to all the experiments, etc
- 11) Students will be given the syllabus and in case they do not have journal, study material from journal will be provided by the college..
- 12) Each student will be given sufficient opportunity to defend himself/herself
- 13) The attendance of each student will be properly recorded

**Dated 10.09.2020**

**Information - 2 /KG lead**