



# Sant Baba Bhag Singh University

## Examination Cell

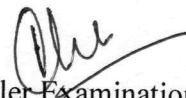
Ref: SBBSU/Exam/...../177.....

Date: 19/8/2020

### Circular

#### Rules to conduct online Reappear Examination 20-08-2020 to 12-09-2020

1. As the examination will be conducted online, the candidate requires good internet connectivity.
2. During online examination, candidates must have two camera devices (mobile phones/laptop PC) with internet connectivity. Among two devices one will be used for writing on Google sheet and another for surveillance.
3. During the online examination candidates should always remain under surveillance of invigilators through Google Meet App. During exams no candidate will be allowed to move away from the camera.
4. Candidates are required to prepare their device in advance to the exam and ensure the full battery backup of device for more than two hours.
5. Candidates must join the exam on time and will not be granted extra time if they do not get logged in on time.
6. Candidates have to submit their answer sheets within the time allotted for examination.
7. No headwear is allowed during the exam, except for religious purpose.
8. The COD/HODs are responsible for conveying the above said instructions to the candidates and must ensure the proper conduct of examination.
9. Dr. Vijay Rana will supervise all the activities related to online examination going to be held in Block No. 7 on the behalf of Examination cell.
10. Mr. Mandeep Singh will supervise all the activities related to online examination going to be held in Block No. 3 on the behalf of Examination cell.
11. Mr. Jagjit Singh will supervise all the activities related to online examination going to be held in Block No. 5 on the behalf of Examination cell.

  
(Controller Examination SBBSU)

#### CC:

1. Vice Chancellor SBBSU (for kind information only)
2. Registrar SBBSU (for kind information only)
3. Dy. Dean Academics
4. All Dean/Dy Deans institutes
5. All HODs/CODs.