



# NETAJI SUBHAS OPEN UNIVERSITY

## DEPARTMENT OF CONTROLLER OF EXAMINATIONS

134/1, Meghnad Saha Sarani Kolkata-700029

☎: 2465-6936; Fax: 2463-0293

Memo No. : COE/2220/2020/41

Date: 04/01/2021

## NOTICE

### INSTRUCTIONS FOR ONLINE POST GRADUATE

### TERM END THEORY EXAMINATIONS JUNE 2020 / DECEMBER 2020

- 1) All examinees concerned are being informed that online Post Graduate Term End Theory Examinations, June 2020 / December 2020 are scheduled to be held from **18.01.2021 (2.00 PM) to 25.01.2021 (2.00 PM)**. Examinees may appear at any time (within the above mentioned time 'limit') as per their convenience.
- 2) The students who have completed all pre examination formalities (such as submission of assignment answer booklets, submission of filled in examination form for all non-cleared papers for the said examinations etc.) for Online Post Graduate Term End Theory Examinations, June 2020 / December 2020 are eligible for this online examination.
- 3) For the said examinations a dedicated portal (<https://nsou.mdp2020.smartestexam.com>) has to be used. Candidates can login to this portal by entering **Enrolment Number and Date of Birth** (as printed on Enrolment Certificate cum Identity Card). At the time of login, the examinees will get **OTP** to the given phone number or email address. **Do not share any information which have been written in the Admit Card and Enrolment Certificate cum Identity Card.**

The portal will be opened on **18.01.2021 at 2.00 PM** and will be closed on **25.01.2021 at 2.00 PM** (24 hours for 7 days).

- 4) The examinees concerned have to complete their all paper/s (as mentioned in the Admit card) within the given limited time (24 hours for 7 days) from the commencement (on 18.01.2021 at 2.00 PM) of the said examination.  
It may please be noted that the sample questions for the said examination will be uploaded on 11.01.2021 at the official website of NSOU.
- 5) Examinees concerned may appear in any time (within the limited period), in any paper according to their choice, but they will get the scope to appear in another paper only after submission of the earlier paper.
- 6) Examinees can appear in the said examinations through a **Smartphone or Tab (Tablet PC), Laptop or Desktop Computer** with active data connectivity. **It may please be noted that the examinees concerned cannot login through more than one device at the same time.**
- 7) **MCQ** method are being followed in the said online examinations.
- 8) The examinees have to answer the questions only putting a tick (✓) in the proper place.
- 9) The examinees will get **Three Hours** (if full marks is 100) and **Two Hours** (if full marks is 50) to complete a particular paper. After that time will be out for that paper.
- 10) In the said online examinations, for 100 marks, the examinees have to answer 20 questions (each of 1 mark) which is equivalent to full marks 100. Where the full marks are 50, the examinees have to answer 10 questions (each of 1 mark) which is equivalent to the full marks 50.
- 11) In the said online examination all questions cannot be seen together, which means no examinee will see all the questions at a time for a particular paper. At first only one question of a paper will be shown. The next question will

appear only after submission of the answer of that question (The examinees have to submit the answer before going for the next question). The same procedure will be followed for the subsequent questions.

- 12) If examinees concerned cannot answer a question and want to avoid/skip that question, they may face the next question without answering it. In that case they have to 'submit' it without giving any answer and only after that they will get a new question. But it may please be noted that they will not get any alternative question for the question they skipped.
- 13) Once the answer has been submitted, it can no longer be corrected / edited and the examinees concerned will not be able to return to his previous position.
- 14) There will be no negative marking in the said Online Examination.
- 15) Examinees will get 9 (nine) "pause" for 100 marks and 4 (four) "pause" for 50 marks for a particular paper. The duration of "pause" will not be counted in the original duration of a particular paper. And the answer submitted by the examinee at the previous time of "pause" will be saved as usual. It may please be noted that after any kind of interruption (pause), the examinees can rejoin, but instead of the earlier question they will get a new question of the same paper. But after taking the scope of all pauses, time will be out. So the examination of the paper concerned will automatically lock and submit the responses after the pause limit is over.
- 16) An examinee may download the paper/s after completion of entire examinations schedule by the University (i.e. after 7 days from the date of commencement) to get a print copy of answer sheets. These printed copies are for personal preservation only. **There is no need to submit them anywhere.**

For further information (if any) examinees concerned are once again requested to follow the website of NSOU regularly.

Helpline number : 9830338974 Time: from 11.00 AM to 5.00 PM.

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*Adas*  
*04/01/2021*  
Prepared by

*Rokeya*  
*04/01/2021*  
Rokeya Ray

Controller of Examinations (Acting)