



The Islamia College of Science & Commerce

NAAC Accredited Grade 'A'
UGC -Autonomous, Affiliated with University of Kashmir
Hawal, Srinagar, Jammu & Kashmir -190002

INSTRUCTIONS FOR ONLINE SEMESTER END EXAMINATION FOR PG & UG PROGRAMS

In continuation to the instructions issued under No.ICS/540-543/D-3 dated 03-07-2021 regarding ensuing online exam all examinees are informed that:

- They should keep their devices, preferably Laptops, ready in all respects to ensure smooth conduct of examination.
- **Since device once logged for examination of a particular paper can't be changed as such all examinees should ensure that their devices are fully charged so that they do not face any backup issue during examination**
- Students will be provided a google link 15 minutes before start of examination for live proctoring by the Invigilator and they will have to put their cameras ON and Keep them ON till end of examination.
- Invigilator will take student attendance at the start of examination by checking:
 - a) Physical presence of student on google meet
 - b) First login screen of each student. For the same student will login into College exam portal 5 minutes before scheduled time of start of examination so that screen can be shared with invigilators.

Controller Examination

No.ICS/559-61/D-3

Dated:12/07/2021

Copy to:

- *Principal*
- *All HODs*
- *IT & SS for uploading on college website*
- *Office Record*