

Department of Environmental Engineering
Instructions for Postgraduate Students
Online Exam Spring 2020

- The postgraduate examination shall be conducted online using the same platform of Google meet sessions.
- All students shall appear for the exam online through Google meet session using University provided cloud ID. No student shall be allowed to enter using personal Gmail or other ID to appear in the online examination.
- The information of meet session for examination shall be provided by the respective teacher through Google classroom.
- Every student has to keep his/her camera on during the examination and turn off their microphones. Also, be attentive and alone in front of the camera.
- Attach the cover page before answer scripts (a template is shared).
- Please write your name, roll number, and batch clearly on each sheet of paper being attached.
- Mention page number like 1 of 8, 2 of 8, 3 of 8..... 8 of 8 at right bottom corner of every page.
- Each Answer should be written on a separate page.
- All answers should be handwritten and figures should be hand-drawn. No typed answers will be accepted.
- Use at least one colour marker to illustrate the question number and headings.
- The students have to submit the solved handwritten paper in Google classroom. Only scanned and handwritten (image or pdf) solution will be acceptable. CamScanner / adobe scan or any other freely available software is suggested to use while creating a single PDF file.
- No email will be accepted for any reason.
- Answers must be readable (Neat and clean) and presentable as well. Please be specific, logical, and comprehensive while answering questions.
- The total time allowed for the Final Examination is 3 hours from 14:00 – 17:00 hours plus 30 minutes for scanning and uploading documents properly.
- No extra time for submission will be given for any reason.
- After submitting the document, don't forget to click on the "Turn in" button displayed in the Assignment section of Google class