



7th September 2020

INDIAN SCHOOL DARSAIT
HALF YEARLY EXAMINATION, SEPTEMBER 2020
EXAMINATION GUIDELINES
(Classes III-V)

Marks	Examination Time	Uploading Time	Platform
50	5 pm to 7 pm	7 pm to 7:30 pm	Subject Teacher's Google Classroom

1. The **HALF YEARLY EXAMINATION** for the academic year 2020-21 will be conducted from **13th September to 22nd September 2020** in the form of online tests due to the still prevailing pandemic conditions.

2. Timings for the test will be as follows:

Classes III, IV and V– 5:00 pm to 7:30 pm

Students will be required to login by 4:45 pm on the day of examination.

(Timetable of the examinations specifying the dates have already been sent to you in the google classroom)

3. The format for the Half Yearly Examinations for **Classes III, IV and V will be MCQ type (30 marks) and Subjective Type (20 marks) which will be written.**

4. Students need to attempt the subjective type questions in a separate ruled paper. Once they have completed writing, parents would need to **scan and upload it in the google classroom of the respective subject teacher. For example, Class III.A , Maths paper to be uploaded in the III A Maths classroom only. This needs to be completed by 7:30 pm.**

5. In each subject classroom, the subject teacher will create **an assignment named Half Yearly Answer Sheets. Parents are requested to add the files there only.**

6. Exam Requirement

- Stationery (including ruled papers, Pen/ pencil, ruler, eraser etc.)
- Laptop or PC with good Internet connection. Scanner or a smart phone installed with scanning app such as *Adobe can* or *Camscanner* or *Office Lens* or *Simple Scanner*. These free apps can be installed via Play Store or App Store.
- **Kindly ensure to attach it as one file in the format of PDF/JPEG.**

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7. In the past few days' children have uploaded their assignments in this format in the subject classroom, hence we are following the same pattern for ease of submission. In case of any query or clarification, you may get in touch with the class teacher.

8. All the questions are compulsory and need to be attempted. Every student will be allowed only **one** attempt per test. There will be no retests.

9. In case of power failure or network dis-connectivity, **kindly ensure that you are informing the class teacher immediately** so as to note the same and enable the child to make up for the lost time. Any delay in the same will not be considered.

10. In the previous examinations, we have categorically observed that children attempting the examination through the mobile phones have faced problems in accessing the google forms. It is our request that for the examination days kindly try to arrange a computer for your child to ensure a hassle free exam.

11. Students should login to their respective **Subject Teacher's Google Classroom**.

12. **The STUDENTS SHOULD ENTER THE Classroom 10 MINUTES BEFORE the examination time. Link for the objective exam will be posted in the chat box by the teacher at the beginning of the examination time and instructions for the subjective exam will be given.**

13. Students are instructed to enable their Audio/Video throughout the examination and submit the forms within the given time frame **as no form will be accepted by the system after the said time**. Parents to kindly ensure that the system has a proper battery backup.

14. Students of Classes III, IV and V to ensure that **they have clicked the submit button on completion of the subjective questions**.

15. Once logged in, parents are requested not to assist their wards during the examination.

16. It is mandatory to have the camera turned on during the examination. Tests attempted **with the cameras turned off will be considered invalid**.

17. Parents should try to find a quiet and suitable place for the child to attempt the exams.

18. Once all the questions have been attempted, students must **review all their answers before submission. Then they should click the SUBMIT button on the form**.



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19. The total marks for the **HALF YEARLY EXAMINATIONS** shall be for **50 marks**.
20. The portions for the scheduled tests have been sent to you **via Google Classroom**.
21. In order to make the children familiar to the concept of online test and giving practice a mock test in **one** subject will be conducted on Wednesday, 9th September 2020 as follows:-

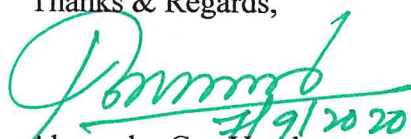
TIME: 5:00 pm -7:30 pm

Day/Date	Class	Subject
Wednesday, 09.09.2020	III	Mathematics
	IV	EVS
	V	ENGLISH

22. The students are expected to be honest and sincere in their endeavor to attempt the tests.
23. The examination will be monitored by the Class Teachers and Associate Teachers.
24. The Examination will be recorded.

WISH YOU ALL THE BEST!!!

Thanks & Regards,


Alexander Gee Varghese
Acting Principal

