

DOGRA COLLEGE OF EDUCATION

BARI BRAHMANA, SAMBA (J&K)

SOP FOR THE CONDUCT OF ONLINE OPEN BOOK EXAMINATION **FOR B.ED COURSE , SESSION 2019-21 (SEM III)**

1. The examination will be held in online mode and the students have to attempt 5 Questions within 3 hours of duration.
2. The question papers will be floated through the WhatsApp group by the Principal of the College 05 minutes before the scheduled time.
3. The students after due time will submit the Answer Scripts to the prescribed email in compressed pdf format within 15 minutes after completion of the paper.
4. The students shall have to write the answer on A4 size white sheet. The sheets shall be numbered from 1 onwards and also mentioned the number of pages used on the front page of the Answer sheet.
5. The students will write on the front page of Answer sheet:-
 - (a) Name -
 - (b) Parentage -
 - (c) University Roll No. -
 - (d) Name of the paper / course title -
 - (e) Course Code / No. -
 - (f) Session -
 - (g) No. of sheets used -
 - (h) Signature of the candidate -

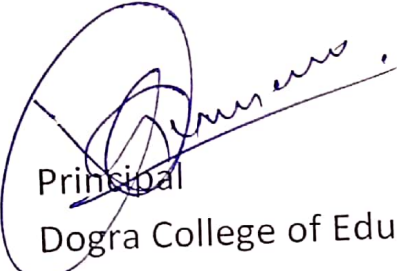
At no other point / place the student will disclose his / her identity by writing the name, signature or Roll No. which shall tantamount to unfair means and will be penalized under the unfair means statutes.

6. The candidates are advised not to write on the backside of the first page of the answer sheet.
7. In case of failure to upload the compressed pdf format, the students are advised to send a screenshot of failing to upload the pdf file and the efforts should be on to submit the file on the same day.
8. The Roll Nos of the students shall be the same as were allotted for appearing in the examination.
9. The private candidates who have already submitted their examination Forms for the Examinations will only be considered to take the examination.
10. The eligible private candidates are advised to download their Roll No.'s from the website www.coeju.com and contact to their concern College Principal.
11. There shall be no provision of re-evaluation in the online examination.
12. The pdf file of paper of each course code will have to be submitted by the students on below email addresses:-

S. No.	Course Code / Title	Email ID of the Subject Teacher
(a)	course code 301 (Teaching of Hindi)	dcehindi@gmail.com
(b)	course code 301 (Teaching of English)	dceenglish@gmail.com
(c)	course code 302 (Teaching of Mathematics)	minakshidhruv1993@gmail.com
(d)	course code 302 (Teaching of Commerce)	vinteenkumari03@gmail.com
(e)	Course code 302 (Teaching of Computer Education)	Sharma.84ani@gmail.com
(f)	Course code 302 (Teaching of S.St.)	roshydcesst302@gmail.com

(g)	Course code 302 (Teaching of Physical Science)	dcescience302@gmail.com
(h)	Course code 302 (Teaching of Bio-Science)	dcescience302@gmail.com
(j)	Course code 303 (Env. Edu. And Disaster Management)	DCEenv.club@gmail.com

Note : pdf which will be sent by the students should be named as concerned student's Name, Roll No. & Course Code / Course Title.


Principal
Dogra College of Education

Academic Coordinator
Dogra College of Education

File No : DCE/R/AD-02/23/174/2021

Dated : 04.06.2021