

**DETAILED GUIDELINES FOR THE CANDIDATES FOR 1st SEMESTER
UNDER GRADUATE ONLINE EXAMINATIONS, 2021**

1. The Examinations will be held in online mode as per the schedule provided in Vidyasagar University as well as college website
2. The candidates are advised to download and print sufficient quantities of answer booklet from the following link:
http://vidyasagar.ac.in/files/OnlineExam/Blank_Answer_Booklet_2020.pdf
3. The question papers will be uploaded in the college Website (<https://www.vsm.org.in>) and Chatrabandhu App one hour prior to the examination schedule. The candidates will be required to download the Question Paper for the respective subject from the mentioned sites.
4. The Candidates will be required to provide their basic information i.e., Roll number, Registration number/Subject, Paper/Half etc. at the specified Space provided in the Answer Booklet
5. The answer booklets are to be converted to PDF format for online mode of submission. Before converting the answer booklet into PDF format, the pages are to be arranged sequentially and to be converted into a single PDF. The PDF file name should be:-
"Full Roll Number<underscore>subject<underscore>paper code<underscore>date of exam".
6. The candidates will be required to email their answers scripts within the reasonable time as mentioned in the exam schedule to the email addresses attached in **Annexure**. The **subject of the email** should be exactly the same as the PDF file name.
7. In case any student is unable to submit his/her answer script through this online mode, he/she may submit the hard copy of the answer booklet in a sealed envelope directly to a drop box provided within the college premises, mentioning the Roll No, Registration No. /Year, Subject, Paper/Half, etc. on the envelope.
8. The candidates must choose any one mode of submitting their answer scripts i.e. either email or hard copy (in case of extreme difficulty)
9. Candidate must preserve the soft copies of their answer booklets with themselves.

Principal,
Vivekananda Satavarshiki Mahavidyalaya,
Manikpara, Jhargram

LIST OF EMAIL IDs FOR SUBMISSION OF ANSWER SCRIPTS

<u>Department</u>	<u>Email ID</u>
English	english5sem@gmail.com
Education	sandiprana0011@gmail.com
Sanskrit	sanskritvsm9@gmail.com
History	vsmhistory@gmail.com
Economics	economics.vsm21@gmail.com
Political Science	polsciencevsm@gmail.com
Commerce	commerce.vsm2021@gmail.com
Santali	santali.vsm64@gmail.com
Philosophy	philhodvsm@gmail.com
Chemistry	chemistryvsm@gmail.com
Bengali	vsm.bengali1964@gmail.com
Physics	physics.vsm1964@gmail.com
NCC	vsmncc@gmail.com

Mathematics	<u>vsmmathematics@gmail.com</u>
Geography	<u>mahataashoke1987@gmail.com</u>
Computer Science	<u>himadrimountain@gmail.com</u>
Physical Education	<u>nimdiha0007@gmail.com</u>