

Circular for Parents of Classes IX - XII

Session 2021-2022

SIS/EXAM JUL 02/2021
July 20, 2021

Subject: First Major Examination 2021-2022

Dear Parent
Namaste

Please find attached important information and guidelines for the First Major Examination 2021-22 commencing on August 02, 2021.

Kindly go through the same very carefully.

Kind regards
Dr. Lalita Singh
Principal



**Guidelines and Requirements
for
First Major Examination
(Remote Access Mode)
Classes IX - XII
2021-22**



Classes IX - XII : Important Information

Name of the Examination:

**First Major Examination (Remote Access Mode):
2021-22**

Date of Commencement of Examination:

Monday August 02, 2021



Classes IX - XII: Important Information

- Timing of Examination :

08:00 am to 09:30 am

- Reporting Time on Google Classroom:

07:45 am



Format of Examination

- As per the guidelines of the CBSE, the examination will comprise Multiple Choice Questions (MCQ) ONLY .
- Questions will be case / passage / source based , assertion - reason type , etc.
- Each subject will have 50 questions which are to be answered within 90 minutes.

Syllabus



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The question paper will be based on the syllabus uploaded for the First Major Examination on the school website .



Mode of Answering:

- The question paper will be visible on Google Forms in the Exam Hall (of Google Classroom) at 8.00 am on the day of examination.
- Students will receive the Google Classroom invite 02 days before the examination.



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Important Information for Students

Submission of Google Forms

- **The Google Forms need to be submitted by 9.30 am. The system will STOP accepting forms at 9.35 am.**



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Students' Requirements for First Major Examination (Remote Access)

Classes IX - XII 2021-22

Stationery Items:



- Stationery items like pen, pencil , etc. to be available with the students during the examination.

Technical Requirements:



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- Examination needs to be **accessed ONLY** through a **Laptop / Desktop** with the **camera in proper working condition**. Use of other devices like tablet, mobile, etc. is **NOT** permitted.



Technical Requirements:

- Students will be **required to keep the camera of the laptop / desktop 'ON' till the time they have submitted the Google Forms.**
- **Google Forms of the students whose camera is not switched 'ON' during the entire duration of the examination will NOT be evaluated .**



Technical Requirements:

- Proper internet connection and a backup internet connection is essential
- **Desired speed: Minimum 1.75 Mbps, uploading and downloading.**
- Students can check the internet speed of their connection on **www.speedtest.net** (Ookla)
- Students need to join Google Classroom **only through their shishukunj.in email id.**

Technical Requirements:



- Any request for '**ACCESS**' outside the Shishukunj domain will be '**DENIED**'.
- Before every examination, students need to ensure that they '**Clear Browsing History**' in '**Advanced Mode**' by selecting '**All Time Range**' of the laptop / desktop before signing-in with their school email id.

Technical Requirements:



- Students need to **update the browser** of their device to the **latest version** at least a day before the start of every examination.
- Laptop should be **fully charged** before signing into Google Classroom for writing every examination.



Technical Requirements:

- **The laptop / desktop camera should be adjusted in such a way that the tabletop is clearly visible while the student is writing his/her examination.**



Other Requirements:

- Allocate a **quiet area in the house where your ward can write the examination without any disturbance.**
- The area should be **well illuminated** and must have sufficient **light.**
- A suitable table and chair should be arranged - make sure the **table is big enough** to accommodate the laptop/desktop and the required stationery.



Strict Guidelines:

- Students are **not allowed to leave the writing table** for any reason **while the examination is in progress.** Kindly ensure that:
 - a. **The required stationery is placed on the writing table well in advance.**
 - b. **A bottle of water is placed on the writing table.**



Strict Guidelines:

- **There should be no books / textbooks / papers of any sort on the table on which your ward is writing the examination.**
- **Students are STRICTLY not permitted to access mobile phones or any other devices during the examination. Use of earphones/ headphones during the exam is prohibited.**



Strict Guidelines:

- **No queries regarding the question paper will be entertained once the examination begins . Accordingly, **students will not be allowed to:****
- use the '**CHAT**' feature in the Google Classroom.
- '**UNMUTE**' themselves, while the examination is in progress.

Please note



- **Compliance of all the points mentioned is ‘Mandatory’ for all students. Any non-compliance will be considered a ‘Disciplinary Issue’.**
- **In case a student is found to be resorting to unfair means while writing the examination, the school reserves the right to cancel his / her examination.**



A Sincere Request.....

- This examination will help in assessing the gaps in learning, as such it is important that students take this examination in all honesty.
- Parents/Guardians are requested to act as invigilators at home and ensure that their ward **does not resort to any unfair means during the examination.**



A Sincere Request.....

- **The school solicits the kind cooperation of parents/ guardians in ensuring that this very important examination is conducted in an ethical manner enabling Shishyans recognise their true potential.**



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Technical Support for First Major Examination

Tech Support Team:



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- For troubleshooting any technical concern during the readiness for examination or during the examination please feel free to contact our tech support team:

Tech Support Team:

Mr. Mohil Thakur (IT Department)

Mobile Numbers: 9737935566 / 6262628331

Email Id: mohil.thakur@shishukunj.in

Mr. Rakesh Roy (IT Department)

Mobile Numbers: 9977420912 / 6264345286

Email Id: rakesh.roy@shishukunj.in

Query Resolution:



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**For any other query regarding the examination,
kindly reach us on:**

info@shishukunjindore.in



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THANKS!