JHARKHAND UNIVERSITY OF TECHNOLOGY RANCHI, JHARKHAND

Instructions for the Students:

- 1. All Principals/ Directors/ Principal Incharges/ Examination Controllers/ Nodal Officers will act as Centre Incharge for their respective colleges.
- 2. Students will get question papers of their respective examination through their college website/ email id / WhatsApp or any other electronic media at the schedule time (I.e. 10:00am) of examination. Question papers can also be downloaded from the JUT website. In case of any problem, students are advised to contact their college Centre Incharge/ Examination Department.
- 3. Students are advised to write their <u>name, registration number, branch, Institute name and date of examination</u> in the first sheet of their answer as well as to follow the question paper instructions carefully before answering in their own words.
- 4. Students are advised to write answers in plain papers preferably A4 sheets. Further, they may convert those handwritten papers into pdf file by scanning with pixel rich mobile scanners like *Adobe Scan*. The name of the saved PDF file must follow the format, e.g. *University registration number underscore subject code.pdf*, (e.g. XaVB1111_CS301.pdf, where XaVB1111 is considered as University Registration Number of the Student and CS301 is subject code).
- 5. Students will get 24 hrs time duration for submitting their assignment/examination sheet to their respective college in online mode (using emails/Whats-App or any other digital media informed by their college/institute).
- 6. Students are advised to upload the answer pdf file well within 24hrs. of commencement of exam. In case of any difficulty while uploading they are advised to inform it to their Centre Incharge/ Examination department and act in accordance to their directions.