<u>**INSTRUCTIONS REGADING EXAMINATION**</u>

Dear students,

The paper for specific subject will be available to you on SIC portal at the scheduled time as per your date sheet which has been sent to you through SMS. You can also see the date sheet on your SIC portal by logging on to following link at university's official website http://175.107.63.117/sic/Students

**Following set of steps is recommended in order to smoothly attempt and upload your answers to SIC within the given time**

1. Download your question paper as per date sheet by logging on to http://175.107.63.117/sic/Students
2. You will have three (3) hours to answer the questions and upload your answer sheets on SIC portal within those three hours.
3. You are encouraged to submit the handwritten answers.
4. All the pages containing your answers must be submitted in one single file in MS Word or PDF format.
5. Clearly mention your Student ID on your answer sheet.
6. Page number should be clearly mentioned on each page of the answer sheets.
7. Answer all the questions and their parts in the sequence of question paper.
8. After the allotted three hours, you will NOT be able to upload your answers. So please mange your time carefully.
9. Answers to the questions must be precise. **Copied / plagiarized answers will be considered as cheating and will NOT be accepted**

Please check your SIC portal regularly for the updates related to the course. If you have any queries / problems, post your question in "Class Discussion" section of the subject in SIC portal.

In case of any difficulty, you can also contact the program coordinator and department head through emails