



St. Joseph's College (Autonomous), Bengaluru- 560027.

EXAMINATION SECTION NOTICE FOR STUDENTS CBCS SEPTEMBER 2020

END SEMESTER CBCS EXAMS (both regular and supplementary online mode) FOR 4TH SEMESTER

All students, both regular and supplementary (those who have already applied) can take up the online CBCS exams. There will be a demo exam and those details are stated below.

The requirements for the exam are that, students must have a Smart phone OR Laptop OR Tablet with a chrome working platform. All students taking up the exam must make sure that the internet connectivity is available for at least for 35min (Main exam is 30 min duration only). Students must make arrangements for these facilities on their own.

All students must open link given below using phone/laptop/computer on 16th Sep at 9am.

<https://sjc.linways.com/onlineexam/login>

Once you open the link, it will ask you for the user name and password.

All students will use the format below as the login name and password:

User name: register number (IN CAPS)

Password: register number (IN CAPS)

EXAMPLE: **USER NAME:** 18CBT36001 **PASSWORD:** 18CBT36001

The supplementary students also will login using the same format

All students must login and change the password.

- ❖ **STUDENTS PLEASE NOTE: AFTER CHANGING THE PASSWORD PLEASE REMEMBER AND WRITE DOWN THE PASSWORD.**
- ❖ Reset and forgot password option is not available and in case of such events message your mentor on the WhatsApp class groups.
- ❖ **SUPPLEMENTARY STUDENTS NEED TO SEND A MAIL TO taral.shah@sjc.ac.in or WhatsApp only to 9535011451.**
- ❖ Once done, try to log out and log in again.
- ❖ Once you enter the portal after login, you will see the tab 'online exams. Click on it. It will show the demo exam and other exams listed for you. Click the tab next to STATUS that says start exam/ongoing exam. You will be able to start the exam only on time listed as in the time table. A video is shared on the class whatsapp groups to help you. For the supplementary students the video is sent by mail.
- ❖ **If you cannot login or do not see the paper which you have to take up listed in the portal, immediately contact your mentor. The supplementary students must contact taral.shah@sjc.ac.in or whataapp only to 9535011451. All these problems must be solved by 2pm on Sep 16th 2020.**

Mock exam time and date for both regular and supplementary students is listed below

CLASS	DEMO EXAM TIME	DATE
UG SCIENCES	4 PM to 4.20 pm	16 TH SEP 2020
UG ARTS / SUPPLEMENTARY	4.35 PM to 4.55pm	16 TH SEP 2020
BCom / BPS/ BSW/ BCA/ BVOC	5.10 PM 5.30 pm	16 TH SEP 2020

- ❖ MCQ based questions will be displayed on the screen with the list of answers to be selected. Students must select the answer and click submit to register the answer. After which the next question will appear. There is **no negative marking**. Only one question is displayed at a time.
- ❖ If you get disconnected, try to login again. The exam will start from where you stopped. There is no extra time given in any case.
- ❖ Note the main exam is for 25 marks and 30 minutes duration.
- ❖ Those students who don't want to take up the online exam need not log In. They will be given the chance to write the offline exam when the college reopens.
- ❖ **During the exam, if there are any issues you can contact the mentor.**

Rules and details for the main exam

In taking the online exam you will abide by the following honour code set by St. Josephs College (Autonomous).

I will abide by the integrity of academic values set by my college. I will maintain the highest standards of honesty, integrity and personal responsibility when taking the exam online. As a member of this academic community, I am committed to creating an environment of respect and mutual trust. I also pledge that I will not give or receive any unauthorized assistance during the online examination.

1. Students must log in at least **half an hour** before the exam time. Students must stay connected till they finish the exam. Just before the start, refresh the page. Once the exam starts, click the option and then the submit button (you need not wait for the '**successfully saved**' message to appear). Just click the right choice and submit. Only one question will come in at a time. You must compulsorily answer that question to get to the next question. There is no coming back to the submitted question. In case you log out, connect back and log in, you will be able to continue from where you stopped. No extra time is given. When you finish the exam, automatically it will show 'successfully completed'. Login by only google chrome and login only once. Multiple logins will trigger as malpractice on our system. Do not open multiple pages and login. Do not press the back button.
2. The Pattern of question paper for the IV semester UG. end-semester **CBCS** examinations will be MCQ based with 25 questions of 1 mark each. The examination will be for 30 minutes duration. All 25 questions must be answered. There is no negative marking.

3. In case the student gets logged off completely at the middle or towards the end of the exam and could not get back to the exam, then the student will be given the chance to appear for the regular offline mode of exams for that paper. If you log back and a lot of time is lost and you have many questions to attend, you may discontinue the exam and take the exam later in the offline mode. This information must reach your mentor during the exam time itself. Supplementary students can send a msg to 9535011451.
 4. Remember your password at all times. There is no reset or forgot password option. You need to contact the mentor in that case.
 5. Once you click the end exam button you won't be able to go into that exam again.
 6. Any grievances or representations on the question paper must be sent to the following e mail id infoexamsjc@gmail.com with proof of the claim **ONLY** after display of the answer key. The answer key will be displayed after all the exams are completed.
 7. The college will not entertain any student claims stating that 'the system/platform did not take the answer that was selected'. The clicked choice taken by the system/platform is final.
 8. Students are advised to stop use of any app in the background that uses internet, so as to help them free the internet use only for the exam. As of now only the internet connectivity is causing the 'log out' and 'platform freeze' problems.
 9. **Malpractice:** Based on the current mode of examination being online, any form of misconduct, giving or receiving any unauthorized assistance during exams, impersonation and use of unethical means to disrupt and cheat, if identified by college or brought to the notice of mentors/staff/exam committee then all rules on malpractice will apply. If proven by the malpractice committee then the student will have to accept the decisions of the committee.
- Keeping in view the trust, college has on its students, all are advised to be sincere, honest and carry personal integrity when taking the online exam.
 - Students are advised not to receive phone calls. Students can message or call only the mentor for the problems faced. Avoid discussing any matter on class whatsapp groups during the exams.
 - Multiple login in different browsers/tab in a single laptop or by many gadgets will be recorded as malpractice, as our system server logs will detect multiple logs. Students are advised to open the portal and log in only once. If you get disconnected from the platform, only then log in again or close the browser and log in. Do not open multiple tabs of the exam portal on your system.
 - Please refrain from taking any assistance offered by your classmates or any persons during an ongoing exam as it could be documented and reported to college. Students are advised not to share, send pictures and video of the paper in any forum at the time of the exam. If any document is found with this regard it will account to malpractice.
 - The malpractice committee will decide the appropriate punishment for the malpractice on case to case basis. The decision of committee will be final.
 - Students must not join in groups and take up the exam. If reported, this will be considered as malpractice.

- During the exam time you should log out of all forums and social networking sites on your gadget.
10. All students who have any clarification regarding the exam can speak to the class mentor.

ALL THE BEST



CONTROLLER OF EXAMINATIONS
ST. JOSEPH'S COLLEGE (AUTONOMOUS)
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