

**Online Examinations for**  
**School of Distance Education - OL Programme**  
**OCTOBER 2023**  
**BHARATHIAR UNIVERSITY,**  
**COIMBATORE – 641 046**

**Instructions to the Students for Attending Online**  
**Examinations**

# DOs

- ❑ **Make sure that the student should have good internet connectivity and power.**
- ❑ **Keep your browser (Google chrome, Mozilla Firefox, Microsoft Edge...) with latest version.**
- ❑ **Keep your device (PC, Laptop, Smart mobile) with India time zone.**
- ❑ **Timings to be followed: FN/AN**

<b>Login to the portal</b>	<b>@ 9.30am (FN session)</b> <b>@ 1.30pm (AN session)</b>
<b>Question paper to be download</b>	<b>@ 9.45am (FN session)</b> <b>@ 1.45pm (AN session)</b>
<b>Answer scripts to be uploaded</b>	<b>@ 1.30pm (FN session)</b> <b>@ 5:30pm (AN session)</b>

# DOs

- **Candidates should write the answers only on one side of A4 white sheets (with a page restriction of 32 pages) and mark page number in each sheet.**
- **After completion of the examination, the candidates should scan each written page in an order serially, compile in a single file in PDF and upload the PDF. It must be ensured before uploading the PDF that only written sheets are scanned and compiled as PDF. Blank page should not be inserted while compiling the answer pages in to PDF.**
- **The Online Examination portal will be closed automatically at 1.40pm (FN session)/ 5.40pm (AN session).**
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- **If there is any issues during login, downloading the question paper, uploading the answer scripts, you are requested to contact your Institution/University (COE Office: 0422-2428189/2428190/2428191) for further process immediately.**
- **The login name and password created for registration should be used during mock test and semester examination.**

Write the examination in the A4 sheets (with a page restriction of 32 pages and mark page number in each sheet). Kindly write the register number, course name, subject name, institutionname, date and time of the examination in the first page of answer script as shown below.

**BHARATHIAR UNIVERSITY, COIMBATORE – 641046**  
**SDE – OL PROGRAMME - OCTOBER 2023 Examination**

<b>Register No.</b>									
<b>Degree</b>									
<b>Name of the Course</b>	<b>B.A. English Literature / B.B.A. / M.A. English Literature / M.Com.</b>								
<b>Subject of the Examination</b>									
<b>Subject Code</b>									
<b>Question Paper Code</b>									
<b>Date of Examination</b>									
<b>Number of Pages Written</b>									
<b>Name of the Candidate</b>					<b>Signature of the Candidate</b>				

- **Capture all the pages of answer scripts in .JPEG file format via mobile camera and Convert it into a single pdf file.**
- **Upload the pdf file in the portal by clicking the Upload Answer button as shown in the below screen shot. Make sure that you have uploaded all the pages properly, in a single pdf file since there is no provision for hard copy valuation of answer scripts.**
- **The student should verify the correctness of the uploaded file by clicking the name of the pdf file before submission.**

**BHARATHIAR UNIVERSITY, COIMBATORE – 641046**  
**SDE – OL PROGRAMME – OCTOBER 2023 Examination**

<b>Register No.</b>									
<b>Degree</b>									
<b>Name of the Course</b>	<b>B.A. English Literature / B.B.A. / M.A. English Literature / M.Com.</b>								
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<b>Date of Examination</b>									
<b>Number of Pages Written</b>									
<b>Name of the Candidate</b>					<b>Signature of the Candidate</b>				

**Thank you all**

08/10/202