



Date: 10.09.20

### **DETAILED PLAN TO CONDUCT HALF YEARLY EXAM**

**SESSION: 2020-21**

**CLASSES IX- X**

Dear Parents,

We all know that the pandemic had disrupted the normal lifestyle of all across the globe. The school buildings have been closed for almost five months now, but the process of teaching learning has continued. The schools have proactively shifted their base to virtual platforms to conduct classes online successfully. The purpose of teaching learning is complimented by assessment and evaluation to give it a holistic approach. One set of online assessments has been completed successfully in the month of August 2020. Proceeding further, the school will be conducting the online Half yearly examinations (written) from 1<sup>st</sup> October, 2020. Kindly go through the planning details of the conduct of online Half Yearly Exam as given below.

### **GUIDELINES TO CONDUCT THE EXAMINATION**

1. The exam will be conducted on a virtual platform. There will be three components of the exam to provide varied opportunities of expression to the student in order to exhibit his/her learning. (Details given below)
2. The students will attempt the exam on google classroom through a google meet. The exam will be invigilated by the school teachers.
3. For the subjective component, the student will write the exam on ruled sheets and scan the answers and upload it on the google classroom as a pdf file.
4. For the smooth conduct of the exam, it is necessary that every student has an uninterrupted internet connectivity with a device having working camera and microphone.

### **FORMAT OF THE EXAM**

The two components of the exam are as follows

- Part A: Objective Type (MCQs in the form of Google Form)
- Part B: Subjective Exam (Pen Paper Exam)
- Part C: Oral Assessment (Viva)

### **Syllabus of the Exam:**

- Syllabus for Part A and Part B will include the content covered from 1<sup>st</sup> April, 2020 to 15<sup>th</sup> Sept, 2020
- Syllabus for Part C will include selected portions from the content covered from 1<sup>st</sup> April to 15<sup>th</sup> Sept, 2020 (The same will be shared by the subject teachers with the students).

**Conduct of the Exam:**

On the dates mentioned in the date sheet given below the exam will be conducted in the following sequence:

Component of the Exam	Max Marks	Type of Exam	Duration	Timings
Part A	30	Objective Type	40 minutes	9:00 am to 9:40 am
Part B	40	Subjective Type (Pen Paper Exam)	90 minutes	10:15 am to 12:00 pm including 15 minutes of reading time
Part C	10	Oral Assessment	5-7 minutes per student	Will commence from 30 <sup>th</sup> Sept, 2020 (Detailed schedule will be given shortly)

**Half Yearly Exam (DATE SHEET)****PART A & B (MCQ EXAM & SUBJECTIVE)****Session: 2020-21****Class IX and X**

DATE	DAY	IX	X
01/10/20	THURS	SCIENCE	SOCIAL SCIENCE
03/10/20	SAT	SANS/FRENCH/GERMAN	HINDI
06/10/20	TUES	MATHEMATICS	ENGLISH
08/10/20	THURS	HINDI	MATHEMATICS
10/10/20	SAT	ENGLISH	SANS/FRENCH/GERMAN
13/10/20	TUES	SOCIAL SCIENCE	SCIENCE

**Note: Preparatory Leaves: 28/9/20 and 29/9/20**

## **List of Requirements for Parents and Students**

### **1. Technical Requirements:**

Kindly ensure the following

- Students must attempt all examinations from a Desktop or a Laptop. A smartphone may be used in exceptional circumstances only.
- Student must test the login information related to G suite Id and password beforehand.
- Stable Wi Fi connection is available throughout the examination.
- Provision for backup (Data etc) in case of power failure is made in advance.
- Microphone and Camera are in working condition and are kept switched on at all times for the duration of the exam.
- Students must troubleshoot and test camera positioning prior to the commencement of exam ensuring the same is focussed in a way that the student and the writing desk are both clearly visible.
- Availability of Cam scanner app or any other scanning app to scan the answers of subjective paper.

### **2. Stationery Requirements:**

Students to arrange the following before the commencement of the examinations:

- Sufficient number of ruled sheets to attempt the Subjective examination
- Black/ blue pens.
- Stationery and geometry case supplies as per requirement of subject.
- Latest Political/Physical map of India, world, Political/Physical map of Asia
- Graph sheets.

### **3. Physical/Seating Requirements:**

- Kindly identify a quiet room with no disturbance to attempt the examination.
- Position a comfortable chair and a writing desk within clear focus of the camera.
- Ensure all requisite stationery is kept on the writing desk prior to the commencement of the exam.

### **AND LAST BUT NOT THE LEAST**

Academic honesty and integrity are the foundations of true education. Although, the examinations will be proctored by school teachers but there are limitations in conducting exams on a virtual platform. Therefore, you are requested to become a part of proctoring and ensure that your ward does not violate academic integrity and honesty during the exam.

**You are expected to submit a Google form with respect to an undertaking in this regard. The link for the same will be shared by the class teacher of your ward with you shortly.**

Kindly note, that it is mandatory for your ward to take these assessments as the marks will be recorded and performance report will be generated at the end of the term.

***All the Best!!***

Geeta Gangwani

Principal

BBPS RH