



**DELHI PUBLIC SCHOOL
SECUNDERABAD-NACHARAM**

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Ref. No: DPS /NAC/20-21/Cir-68

Date: 15th February 2021

Dear Parents

(For classes V & VI)

Greetings from DPS Nacharam!

Circular for online mode of exams for students of V & VI

The Annual Exams will be on the online mode for all the students of V and VI.

PLEASE ENSURE YOUR WARD GETS THE WORKSTATION CHECKED BY THE CLASS TEACHER

Please find the instructions below for the ONLINE Mode of Annual Examinations for all the students:

WORKSTATION:

- ✓ Make sure the devices are fully charged and ensure good internet connectivity is made available throughout the exam process.
- ✓ Ensure the Workstation for the assessment is adequate for the child to sit and write the assessment.
- ✓ Ensure the camera position is fixed so that the child and the paper being attempted is visible throughout the assessment (3-4 feet away).
- ✓ Video must be switched on, for the whole duration of the exam.
- ✓ It is recommended that there is no other member from the family around in the room while the student is attempting the exam paper.
- ✓ Verification of work station will be conducted by the class teachers in batches of 5-6 students.
- ✓ **Class teachers will check the positioning of camera and the workstations.**
- ✓ Students to make the necessary changes as instructed.
- ✓ Ensure to maintain the positioning of the setup till the last exam.

The timings are being shared for your information

TIMINGS	SUBJECT
8.45am to 10.20am	GK(20M) & VE(20M) GK - 8.45am to 9.30am VE - 9:40am to 10:20am
8.45am to 9:40am	Computer (30M)& Third Lang(30M) 8.45am to 9.40am
8.45am to 10.30am	Main Subjects(20M+20M) Part A- 8.45 am to 9:25am Part B- 9.30am to 10.30am

LOGIN & EXAM TIME:

- Login 10 minutes before the school hours (8.20am) for attendance and exam readiness. The students to login using their correct credentials. Students who login using incorrect credentials and in the wrong link will be expelled.

Please note the exam rooms will be **locked by 8.35 am** and will not permit any student to join late.

For GK/VE exam

8.30 am to 8.40am: Prayer, Attendance, Instructions and checking work stations

8:40am to 8:45am : Sharing the Question Paper Link

8.45am to 9.30am – GK

9:40am to 10:20am - VE

For Computer and III Language

8.30 am to 8.40am: Prayer, Attendance, Instructions and checking work stations

8:40am to 8:45am : Sharing the Question Paper Link

8.45am to 9.40am - Objective exam timing

For all Main subjects

Part –A Objective Paper

8.30 am to 8.40am: Prayer, Attendance, Instructions and checking work stations

8:40am to 8:45am : Sharing the Question Paper Link

8.45 am to 9:25am : Objective Exam

Part - B Subjective paper

9.30am to 10.30 am : Subjective Exam

10.30am to 10.50 am: Uploading of Scanned hand written Answer Scripts of Part B

11.00 am: The link for uploading answer scripts closes.

- Students to be ready with the answer scripts as per the prescribed format and the required stationery.

	PAGE-1	
	NAME: _____ CLASS: _____ SEC: _____ ROLL NO: _____ SUBJECT: _____ DATE: _____	
1 inch	A4 SIZE SHEET	0.5 inch

Dimensions: 0.5 inch (top), 0.5 inch (bottom), 1 inch (left), 0.5 inch (right)

- Use a **dark, sharpened pencil (class 5) / bright ink pen (Class 6)/ blue ball pen** to write the exam. Answer scripts should be scanned properly. School will not be responsible for any internet glitches faced by the students during examinations. No retest will be conducted either for Part A or Part B. Students are expected to be ethically honest during exams.

ACADEMIC SUPPORT

- Academic support for the next exam is provided on the online mode from **1.00pm to 3.00 pm on the day of the exam. Links will be shared by the class teacher**
- Academic support on Study Holidays (Non-exam days): 9.00 am to 11.00 am
- Online Concept Tests and Online Capsule Courses would be available.
- Test Yourself questions will be uploaded
- Teacher-on-call will be available for doubt clarification.

Please download the ADMIT CARD from Studease.

Mrs. Sunitha Rao
Principal

Ms. I.Sudha
Sr. Headmistress