# SHIVAJI COLLEGE
## University of Delhi
## Raja Garden, Ring Road, New Delhi - 110027

**Date: 06.06.2021**

## IMPORTANT NOTICE

**The Open Book Examination (OBE)** for the final year students of all undergraduate courses are **scheduled to be held from 7th June 2021 onwards** as per the date-sheet uploaded on University Website. The students are advised to **download their Question Paper and Upload the answer script in PDF format** through the following link:

**https://obe.uod.ac.in/index.php/site/login**

The final year students of all undergraduate courses who due to any reason fail to upload the answer sheets on the above portal can send the scanned images of the answer sheets in PDF format through College e-mail at **obejune2021@shivaji.du.ac.in**

If the students face any difficulty to download the question paper and uploading the answer script on the mentioned above portal and email ID, then he/she can contact to the **Nodal Officer, Semester Examination June, 2021**. The details are given below:

| Sr. No. | Name | Contact Details |
|---------|------|-----------------|
| 1. | **Ms. Deepti** | **Mobile No.:** 8377969483<br>**Email:** obejune2021@shivaji.du.ac.in |

a. **Instructions for the students opting the Remote Mode (Home):**

1) The students may write the examination from any part of the country of his/her convenience.

2) Students shall require laptop/desktop/mobile phone/any other appropriate device with adequate internet connectivity for accessing University Portal, downloading question paper and uploading of answer sheets on the University Portal.

3) **Students should scan the answer sheets question wise and upload the respective PDF/JPEG file on the OBE Portal, the file size of each answer should be within the 7 MB limit. Only PDF/JPEG format without any password will be accepted.**

4) A system generated acknowledgement will be sent to the student's registered e-mail after submission of the answer sheets on the portal.

5) The students who had opted for Remote Mode (Home) shall not be permitted to appear through Physical Mode (College).

6) **On first page, the students shall write the following details (providing any other personal information like email ID, Mobile No and Name of the College will be treated as unfair means and action will be taken as per University rules):**

a. **Date and time of examination (DD/MM/YYYY, HRS:Min):**
b. **Examination Roll Number:**
c. **Name of the Program i.e. B.A., B.Com., B.Sc. etc:**
d. **Semester/Year:**
e. **Unique Paper Code (UPC):**
f. **Title of the Paper**

b. **Instructions for the students opting the Remote Mode (College):**

1. The students shall require writing the examination at their respective Colleges/Institute according to the seating plan prescribed by the College/ Institute.
2. The students shall be provided all the ICT facilities including computer by the College/ Institute for downloading question paper, scanning of answer sheets and uploading of answer sheets on the OBE Portal.
3. The students shall bring the A4 Size Papers for writing the answers.
4. The students who have opted Physical Mode (College) may appear in Remote Mode (Home) if he/she desires.

**The duration of the Examination shall be 3+1 hours. Out of which 3 hours shall be given to the students for answering the questions, and the remaining one hour shall be utilized for downloading the question papers, scanning the answer sheet in the PDF/JPEG format and uploading the scanned PDF/JPEG of answer sheet on the Portal.**

**The duration of the examination shall be 6 hours for the students belonging to the Divyaang (PwBD) Category** (for details see the notification Ref. No. Dean (Exams)/1365 dated 14.03.2021).

**IMPORTANT:** In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit his/her script beyond the specified time period (5 hr) with the documentary evidence to the email ID of the Nodal Officers of the College/Department. The maximum time limit for delayed submission is 30 minutes (documentary evidence of non-submission on the portal must be attached). However, all such cases (email submission) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review and result of such students may be delayed. It is to mention that the time of submission of answer sheets shall be recorded by the system. The delayed submissions of answer sheet with exact time of submission shall be sent to Review Committee.

**Dr. Shiv Kumar Sahdev**
**Officiating Principal**