

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
PONDICHERRY STUDY CENTRE (3101)
BCA TERM END EXAMINATION (PRACTICALS), DECEMBER 2020**

<u>Date</u>	<u>Day</u>	<u>Time</u>	<u>Course Code</u>	<u>External Examiner</u>	<u>Google Meet Link</u>	<u>Phone Number</u>
02.04.2021	Friday	10.30 AM	BCSL021	Dr. N. Sivakumar	https://meet.google.com/xqk-tpzu-tft	98409-01054
02.04.2021	Friday	2.30 PM	BCSL022	Dr. N. Sivakumar	https://meet.google.com/xqk-tpzu-tft	98409-01054
05.04.2021	Monday	10.30 AM	BCSL013	Dr. E. Karunakaran	https://meet.google.com/tsy-uyyr-iwu	94421-56328
07.04.2021	Wednesday	10.30 AM	BCSL032, BCSL033, BCSL034	Dr. E. Karunakaran	https://meet.google.com/tsy-uyyr-iwu	94421-56328
07.04.2021	Wednesday	2.30 PM	BCSL043, BCSL044, BCSL045	Dr. N. Sivakumar	https://meet.google.com/xqk-tpzu-tft	98409-01054
08.04.2021	Thursday	10.30 AM	BCSL056, BCSL057, BCSL058	Dr. E. Karunakaran	https://meet.google.com/tsy-uyyr-iwu	94421-56328
08.04.2021	Thursday	2.30 PM	BCSL063	Dr. N. Sivakumar	https://meet.google.com/xqk-tpzu-tft	98409-01054
09.04.2021	Friday	10.30 AM	MCSL016	Dr. N. Sivakumar	https://meet.google.com/xqk-tpzu-tft	98409-01054

Important guidelines to be followed by the students appearing for Term End Examination December 2020 Practicals:

1. Attendance will be taken in the first 10 minutes. So all students who are appearing for the examination must join latest by 10.40AM / 2.40PM for forenoon and afternoon session respectively. All other necessary instructions will be intimated immediately after taking attendance.
2. Time slot will be allotted to each student after taking attendance. After noting down the time, students must leave the meeting and again join at the mentioned time. If the number of students actually appearing for the exam is more, the forenoon session

may spill over to afternoon session also. Hence students must be ready to attend the viva-voce at the time that would be allotted to them after taking attendance. Due to unforeseen technical glitches, there may be some variation in the exact time.

3. The online practical exam would be conducted using Google Meet. The link for the online meet is given against each Course Code.
4. Students must join 10 minutes prior to the start of the schedule.
5. Students are encouraged to join using Desktop or Laptop computer to avoid unnecessary technical issues.
6. If you are joining using mobile phone download and install Google Meet App from Play Store/Apple App Store.
7. Students are encouraged to use headphone for clear and better communication.
8. Make sure that uninterrupted power supply is ensured for Laptop/Desktop. Keep your mobile phones fully recharged.
9. Make yourselves available in a place where there is no noise disturbance and there is good internet connectivity.
10. Soon after joining mute your audio and video. Unmute your audio and video only when you are asked to interact. After interaction, mute your audio and video again.
11. Only those students whose name appears in the attendance provided by IGNOU headquarters would be allowed to attend the examination.
12. Keep ready with you IGNOU identity card and IGNOU hall ticket.
13. Gmail account is necessary to join using Google Meet.
14. Preferably change your Gmail profile name to your name as registered with IGNOU.
15. The given phone number is to be contacted only if you face technical difficulty in joining the online meet.