



# UNIVERSITY OF ALLAHABAD

(A Central University established by the Act No. 26 of 2005 of Govt)

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## NOTIFICATION-CUM-ADVISORY

In view of the problems generally faced by the students during online examinations, this notification-cum-advisory is being issued in order to make the things easier for ensuing online examinations starting from 03.4.2021. All students are required to follow the guidelines mentioned below:

1. The duration of online examinations will be of TWO HOURS and the answer scripts submission time will be THIRTY MINUTES. The answer scripts MUST BE UPLOADED ON PORTAL only and NO OTHER MODE will be accepted. However, the submission window will be available after 90 minutes from the start time of the paper. SO PLEASE BE VIGILANT.
2. All students are advised to keep their answer scripts of 12 pages ready for each paper with required information\* in one inch space from the top, sides & bottom with 1/2 inch margin and page numbers as 1/12, 2/12 .....12/12.  
\*Information: Class:..... Sub:.... Paper:..... Paper code: UGM/PGM1111  
Roll No.:..... Enroll No.... Date:.... Paper name:....
3. Students are required to start a new question from a new page for the sake of proper evaluation.
4. Students must download Microsoft Office Lens, Microsoft Office, Adobe or any other scanner and practice to scan all 12 pages together into ONE pdf FILE and UPLOAD ONCE on the portal.
5. The pdf file names should be as follows (1111 paper code written with UGS/PGM/D/LBM/UGM on top of the paper):

\*For BA, BSc, BCom Second/Improvement exams AU\_Roll Number\_UGS1111

\*For PG courses AU\_Roll Number\_PGM1111

\*For Diploma courses AU\_Roll Number\_D1111

\*For Law courses AU\_Roll Number\_LBM1111

\*For BA, BSc, BCom (II & III) Main exams AU\_Roll Number\_UGM1111

  
28/3/2021  
Ramendra K. Singh