



# NETAJI SUBHAS OPEN UNIVERSITY

DEPARTMENT OF CONTROLLER OF EXAMINATIONS

134/I, Meghnad Saha Sarani, Kolkata-700 029

☎: 2465-6936; Fax: 2463-0293

REVISED

Memo No. : COE/455/2021

Date: 14/12/2021

## NOTICE

### INSTRUCTIONS FOR ONLINE POST GRADUATE TERM-END EXAMINATION, JUNE 2021 / DECEMBER 2021

Period of Online Post Graduate Term-End Examination,  
June 2021 / December 2021

From 23.12.2021 (2:00 pm) to 30.12.2021 (2:00 pm)

Examinees concerned may appear at any time (within the above-mentioned time 'limit') as per their convenience.

The examinees concerned are requested to adhere to the following points: -

1. The examinees who have completed all pre-examination formalities for online examination (such as submission of Online Assignment, filled in examination form, fees etc.) are eligible for this Online Post Graduate Term-End Examination, June 2021 / December 2021.
2. For the said Online Examination, the examinees may get an "Admit Card" by downloading from the dedicated portal ([www.pcdpcal.com/www.wbnsou.ac.in](http://www.pcdpcal.com/www.wbnsou.ac.in)) on and from 07.12.2021 at 2.00 pm.
3. Examinees can appear in the said examinations through a Smartphone or Tab (Tablet PC), Laptop or Desktop Computer with active data connectivity. It may please be noted that the learners concerned cannot login through more than one device at the same time.
4. For the said examination another dedicated portal (<https://pgjun21.nsou.smartestexam.com>) has to be used. Examinees can login to this portal by entering Enrolment Number, Date of Birth and Roll Number (as printed on Admit Card and Enrolment Certificate cum Identity Card). At the time of login, the examinees will get OTP to the given phone number or email address. Examinees are requested not to share any information, which has been written in the Admit Card and Enrolment Certificate cum Identity Card.



# NETAJI SUBHAS OPEN UNIVERSITY

DEPARTMENT OF CONTROLLER OF EXAMINATIONS

134/1, Meghnad Saha Sarani, Kolkata-700 029

☎: 2465-6936; Fax: 2463-0293

5. The portal will be opened on **23.12.2021** at **2:00 pm** and will be closed on **30.12.2021** at **2:00 pm** (24 hours for seven days).
6. The examinees concerned have to complete their all paper/s (as mentioned in the Admit Card) within the given limited time (24 hours for seven days) from the commencement (on **23.12.2021** at **2:00 pm**) of the said examination.
7. Examinees concerned may appear in any time (within the limited period), in any paper according to their choice, but they will get the scope to appear in another paper only after submission of the earlier paper.
8. MCQ method are being followed in the said Online Examination.
9. The examinees have to answer the questions only putting a tick (✓) in the proper place.
10. The examinees will get Three Hours (if full marks is 100) and Two Hours (if full marks is 50) to complete a particular paper. After that time will be out for that paper.
11. In the said online examination, for 100 marks, the examinees have to answer 20 questions (each of 1 mark) which is equivalent to full marks 100. Where the full marks is 50, the examinees have to answer 10 questions (each of 1 mark) which is equivalent to the full marks 50.
12. In the said online examinations all questions cannot be seen together, which means examinee cannot see all the questions at a time for a particular paper. At first only one question of a paper will be shown. The next question of the paper will appear only after submission of the answer of that question (The examinees have to submit the answer before going for the next question). The same procedure will be followed for the subsequent questions.
13. If examinees concerned cannot answer a question and want to avoid/skip that question, they may face the next question without answering it. In that case they have to “submit” it without giving any answer and only after that they will get a new alternative question.



# NETAJI SUBHAS OPEN UNIVERSITY

DEPARTMENT OF CONTROLLER OF EXAMINATIONS

134/1, Meghnad Saha Sarani, Kolkata-700 029

☎: 2465-6936; Fax: 2463-0293

14. Once the answer has been submitted, it can no longer be corrected / edited and the examinee concerned will not be able to return to his previous position.
15. There will be no negative marking in the said Online Examination.
16. Examinees will get 9 (nine) "pause" for 100 marks and 4 (four) "pause" for 50 marks for a particular paper. The duration of "pause" will not be counted in the original duration of a particular paper and the answer submitted by the examinee at the previous time of "pause" will be saved as usual. It may please be noted that after any kind of interruption (pause), the examinees can rejoin, but instead of the earlier question they will get a new question of the same paper. But after taking the scope of all pauses, time will be out. So the examination of the paper concerned will automatically lock after the pause limit is over. At the time of taking pause, learners cannot refresh the device from which they are appearing the said examination.
17. An examinee may save and download the paper/s only after 7 (seven) days from completion of entire examinations and they may get a print copy paper/s. These printed copies are for personal preservation only as a challan. Examinees concerned are requested not to submit them anywhere.
18. Any unfair means, adopted during the examinations, detected by the e-surveillance system of the university, will be dealt with as per decision of the university taken on case-to-case basis.

For further information, (if any) learners concerned are once again requested to follow the website of NSOU regularly.

Helpline number: 9830338974

Date: 07.12.2021 to 30.12.2021

Time: from 11:00 am to 5:00 pm

*Handwritten signature*  
14/12/2021

Prepared by

*Handwritten signature*  
14/12/21

Rokeya Ray

Controller of Examinations (Acting)