Instructions for Students:

1. The exam will be conducted through **Blackboard** as an open book examination that will be testing your learning.

2. Date sheet for Mid Sem Examination is available on student portal.

Link: https://stu.upes.ac.in/notice.aspx

3. On the day of examination, during the exam schedule, the student will log in Blackboard and download the Question Paper so that the student can work **offline**. This will help us accommodate uncertainties associated with internet connectivity.

4. The student will submit his/her answers on Blackboard by uploading the completed **MS Word/ pdf file**.

6. If the similarly (plagiarism) is between 25-50%, the answers reflect significant **lack of originality** in terms of thought process and conceptualization, and the same will be considered by the faculty while awarding marks to such answers.

7. For submissions with plagiarism above 50%, the faculty will forward the case to Examination Committee for unfair means case.

8. Please check that your Blackboard username and password is working fine.

9. Please check that you are mapped in all the courses for which you are going to appear for exams.

10. For username, password and mapping related issues, please write to Mr. Deepak Bhatt (dkbhatt@ddn.upes.ac.in).

11. Please note that to avoid connectivity glitches while uploading your answer sheet, you are requested to finish 15 minutes earlier than the scheduled time and start uploading.

12. For any clarification or issue during the exam, please contact the concerned faculty.

Please feel free to contact your **Course Coordinator/Concerned faculty/HOD** for any further information.