

## Conduct of Online Examination

1. Mid- and Final- Semester examinations of all learning program will be managed through university LMS (Moodle).
2. Weightage of mid- and Final Semester will be 20% and 40% respectively. Remaining 40% of weightage will be distributed in the continuous assessment (assignments, quizzes and presentations).
3. 80% of the examination paper will comprise of Multiple Choice Question (one best type) section whereas remaining 20% will be used for Short Answer Questions with following composition.

	<b>Mid Semester Examination</b>	<b>Final Examination</b>
<b>MCQs</b>	30	60
<b>SAQ</b>	2 Questions	3 Questions

4. All necessary instructions will be provided and required material will be of high visual quality.
5. Exam paper will be uploaded well before the exam schedule by the course instructors, however it will be accessible for specific time bracket.
6. Exams will be conducted according to the schedule announced by the office of examination. Examinee will be able to access the course exam for 12 hours, however attempt to exam will be one time activity and slot will expire after the prescribed duration (for mid semester exams 60 minutes and for final semester exams 120 minutes) once an examinee starts to attempt it. Upon completion of allocated time students will be automatically logged-out.
7. Exam papers will comprised of questions of various cognition levels, however a fair portion of exam will test students' higher order thinking skills (problem solving, analysis, synthesis and evaluation).
8. Course instructor will be available during the exam by the medium of email, SMS or whatsapp to entertain queries of students (if required).
9. A week before mid-semester examination for Spring 2020 semester students will be involved in mock examination. This will make students as well as faculty familiar with the online examination environment.

**Important Note:**

Cheating is strictly prohibited and any examinee/s found to indulge in such activity may lead to cancellation of the exam or even worst consequences.