



SHRI RAM GLOBAL SCHOOL, G.N.WEST
Circular No. 006 Dated: 12.05.2020

For Grades II - VIII

Dear Parent,

Greetings of the day!

This is to inform you that SRGSGN will be conducting Online Tests from 18th May to 22nd May 2020.

The classes in the third week of May will include one or more a practice sessions for the students so that they are thorough with the online assessment process.

The exam would be conducted using Google Classroom App which you have already downloaded.

Specific instructions to be followed are:

- There will be two sessions during the examination days.
- **First session** -9.00 am to 9.40 am (Assessment Session)
- **Second session**-10am to 10.40 am (Revision Session for the next exam)
- Students should login 5 minutes before the exam begins and should be ready with their audio, video and stationery (pen, pencil, copy, etc.)
- The class will be locked by the teacher at 9.05 am(late entry of the students will not be allowed)
- Students should not leave the view of the webcam without the prior permission of the invigilator.
- Students should raise their hands if they want to communicate with the invigilator.
- No student will be allowed to leave exam session before the completion of the session.
- Students will get 30 minutes to attempt the questions and submit in the class.
- Students need to maintain the proper decorum during the exam time.
- **Students found using unfair means would be awarded zero.**

All the best!

Stay healthy! Stay safe!

Regards

Exam I/C

SRGSGN