

22 July 2021

Dear Parent

The Mid-Term Examination for Grades VIII and IX commences on 4 August 2021. The time table is attached below.

Day/Date	Class VIII	Class IX
Wednesday, 4 August 2021	Mathematics	English
Friday, 6 August 2021	English	II Language
Saturday, 7 August 2021	Computer Science	Computer Science
Monday, 9 August 2021	Social Science	Science
Wednesday, 11 August 2021	II Language	Mathematics
Friday, 13 August 2021	Science	Social Science

Exam Timings:

Reporting time	8.50 a.m.
Sharing question paper to the students	9.00 a.m.
Reading time	9.00 a.m. – 9.15 a.m.
Writing time	9.15 a.m. – 12.15 p.m.
Uploading answer sheet in the google classroom	12.15 p.m. – 12.30 p.m.

Note:

- The III Language Examination for Class VIII will be conducted on Monday, 2 August 2021 at 1.45 p.m.
- Computer Science Examination for Classes VIII and IX will be conducted from 9.00 a.m. to 11.30 a.m. on the above-mentioned date.

For the smooth conduct of the Mid-Term Examination, you are here by directed to go through the following instructions:

• Make sure you have a good internet connection and your video as well as the audio should be on throughout the Assessment.

- It is important that all students have their camera in working condition and at all times it should focus on the answer sheet as well as the student. No Assessment will be accepted if the camera is turned off during the Assessment.
- Choose a quite and comfortable place for your ward to ensure that no disturbance is there for him/her.
- The students are asked to write the Assessment in A4 sheet paper, which should be scanned as a single file and need to be uploaded in the respective google classroom.
- It is compulsory to attend all the Assessments. No retest shall be conducted.
- The question paper link will be shared through zoom chat 15 minutes before the commencement of the examination.
- Examination procedure will be strictly monitored and any sort of malpractices during the assessment will not be permitted.
- After completing the assessment, students are to upload the scanned answer sheets in the respective Google classroom within 15 minutes.
- The answer scripts should be filed and kept safely.
- Late submission of answer sheets will not be entertained.
- Students can leave the classroom only after submitting the exam with the permission of the teacher in charge.

Warm Regards

Principal DPS Kollam

Happy Studying!!!