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# IPS Academy, Institute of Engineering & Science, Indore

(A UGC Autonomous Institute, Affiliated to RGPV)

# MID SEMESTER EXAMINATION MARCH 2021

### BE/B.Tech. VIII/VI/IV Semester

(For use in all examinations as the First page of Answer sheets. All entries must be filled.)

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### **General Instructions:**

This page must be duly filled with correct entries using a Blue/Black pen only. Overwriting is not allowed.

1. Print required the number of A4 size blank pages. EACH PAGE MUST BE NUMBERED at the bottom right corner of all pages. Also, write the Enrollment number and put signature on all pages.

### 30 mins before Examination

- 2. Log in with your email id provided by the Institute
- 3. Log in the G-Suit classroom
- 4. The question paper shall be available in the G-Suit class room half an hour prior to the commencement of the examination, in password protected format, download the same

### **During Examination**

- 5. The password of the question paper will be disclosed via G-Suit classroom 5 to 10 mins prior to the commencement of the Examination
- 6. For any query, please contact your respective coordinator

### **End of Examination**

- 7. Arrange all papers in series with the front page at the top. Scan the front page first and then all other pages in serial order. In the case of drawing sheets, scan each answer separately or each quarter of the answer sheet in serial order. Use any PDF file generation facility, including the "document scanner" app for pdf generation.
- 8. RENAME PDF file as "enrollment number-subject code." (example 0808EC12345-MT12001.PDF) and then upload PDF.
- Students are required to read all instructions and guideline published on the Institute's web site for the use of G-Suite

### **IMPORTANT** after Examination

- 10. After scanning the answer sheet, staple all original pages at the three marked locations with the top's front page. Keep the answer sheet in a safe location or in an envelope.
- 11. Keep soft copies of answer sheets as PDF files in a safe place for six months from the examination date.

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