GUIDELINES FOR PGDAWM MOOCs ONLINE EXAMINATION

Kindly go through the Mock Test as described in the [Video](#) prepared for online test

Refer Examination Schedule for Subject-wise Schedule

Exam structure

- Total window available for performing online examination is of 48 hours. Few subjects are to completed on Day-1 and rest on Day-2, as per the details provided below:

<table>
<thead>
<tr>
<th>Day</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AWM 101 &amp; 102</td>
<td>AWM 201 &amp; 202</td>
<td>Kindly refer to schedule for exact time available for accessing the subjects</td>
</tr>
<tr>
<td>2</td>
<td>AWM 103 &amp; 104</td>
<td>AWM 203, 204 &amp; 205</td>
<td></td>
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</tbody>
</table>

- Within these 48 hours, examination for each of the four subjects covered in 1<sup>st</sup> Semester or five subjects covered in 2<sup>nd</sup> Semester, as the case may be, is to be completed.

- Each subject will consist of 30 multiple choice questions which are required to be completed within 45 minutes.

- So for candidates of 1<sup>st</sup> Semester, a total of two slots of 45 minutes each can be availed during the first 24 hours window and two slots of 45 minutes each can be availed during the second 24 hours window i.e. two window of 24 hours each to complete examination of each subject.
For candidates of 2\textsuperscript{nd} Semester, a total of two slots of 45 minutes each can be availed during the first 24 hours window and three slots of 45 minutes each can be availed during the second 24 hours window i.e. two window of 24 hours each to complete examination of each subject.

These can be accessed in one go or at different time but only during the respective windows provided during 25 – 26 (the first 24 hours window) and 26 – 27 February 2020 (the second window).

Examination of different subjects are not interrelated and therefore may be attempted at different point of time in order of your own convenience during the total window available but each subject is required to be completed within 45 minutes from the time of clicking the start button of that particular subject.

Each question will have multiple choices. Candidate is required to click on the correct choice.

Question will be related to respective subjects. Like AWM 101 will have questions related to this subject only and likewise for subjects covered during 1\textsuperscript{st} and 2\textsuperscript{nd} Semeter.

General Instructions

1) There is no separate examination center. The examination is to be attempted online at a place and location convenient to you.

2) Try to choose a suitable place with no disturbance for smoothly performing your examination.

3) Examination will be open for 48 hours in two windows each of 24 hours. 1\textsuperscript{st} window from 10.00 a.m. (Day 1) to 10.00 a.m. (Day 2) and 2\textsuperscript{nd} window from 10.00 a.m. (Day 2) to 10.00 a.m. (Day 3). Within this window, examinations of all the subjects are to be completed. The candidate may take the exam at any convenient time, within these separate 24 hrs windows as per the subjects (Refer the examination schedule)

4) Make sure you have uninterrupted internet connection during the exam.

5) Ensure uninterrupted power supply during exam. If possible you can use laptop to ensure the power supply.

6) Please use latest Google Chrome browser for taking examination.
7) Shut down all other windows, all instant messaging tools and email programs as they can conflict with your website - exam related communication.

8) Do not resize (minimize) the browser during the exam.

9) The exam at least for one subject must preferably be completed in one sitting.

10) Each Question carries two mark with NO NEGATIVE MARKS for unanswered/wrong answer.

11) Do not refer any book, consult any friend for completion of the exam. We trust that you will maintain the sanctity of the examination by not resorting to any unethical practices.

12) Never click the Back button on the browser. This will take you out of the exam. Opening a new tab or trying to print the screen will take you out of the exam.

13) Click the SAVE button to save your exam and SUBMIT button to submit it.

14) Please note that your exam will be auto submitted once the scheduled time is over. So try to complete examination within stipulated time.

15) In case of network interruptions, you can resume the quiz from where you have stopped. The key release will be made available only on completion of all the exams.

In case of any difficulty, kindly contact:

Mr M. Srinivasa Rao, Mobile No. 9848308105 or
Mr. Prasad, Mobile No.9700938099 (for technical issues) during examination.