



INDIAN SCHOOL SOHAR
(Session: 2020-21)
PERIODIC ASSESSMENT - II / TERM II EXAMINATION

Dear Parents,

Greetings!

We wish to thank all the parents for helping and supporting us in conducting examination.

Next examinations are going to start from 16/11/2020. This examination is based on the Board pattern and latest sample papers.

We request all the parents to supervise and invigilate at home on behalf of the school to ensure its smooth conduct.

Guidelines for students: (Class X & XII)

1. Examination will be conducted through Google Meet and will be proctored.
2. Examination will be completely recorded.
3. It is be mandatory for all the students to keep the video continuously in the “ON” position. **Students will be monitored by a team of teachers and IT In-charges. IT teachers will provide immediate help and support for any glitch in uploading etc.**
4. Parents are requested to ensure a steady internet connection throughout the examination for smooth conduction.
5. Subject teachers will send Google Meet link one day prior to the examination by **11.00** a.m.
6. Students must join the Google Meet by **8:40 a.m.** – 10 minutes prior to the issue of the question paper.
7. Schedule of Examination: - Students should note the following: -

EVENT	TIME
1. Joining of Google Meet by the students	8: 40 a.m.
2. Issue of the question paper to the students a) Through the registered E-mail address b) Through the link given by the teacher in chat box.	8: 50 a.m.
3. Reading Time	9: 00 a.m. to 9 : 15 a.m.
4. Writing Time	9: 15 a.m. to 12: 15 p.m.
5. Uploading Time (No writing during this duration)	12: 15 p.m. to 1 : 00 p.m.

8. Examination guidelines will be discussed with the students by the teachers. The guidelines will be mailed to the students also for reference. Parents are also requested to go through it and ensure that it is thoroughly read and followed by the students.
9. In case, the students have trouble in uploading the image of answer sheet, they should send images through an email with all the attachments to the subject teacher immediately, within the stipulated time.
10. It is mandatory for the parents to sign the undertaking at the end of the answer sheet.

❖ **School fees:** We sincerely and appreciate the parents who have paid the school fees as per the schedule.

We earnestly request the parents of children whose school fees have not yet been paid, to clear their outstanding dues **till September 2020** urgently to avoid further inconvenience. The examination results will only be released after clearing the dues till September 2020.

Stay home & stay safe.

Expecting your cooperation,

Thanks and regards,

Sanchita Verma
Principal
26 / 10 /2020