

Dear Parents,

Please note the instructions, date sheet and assessment pattern for **Term-1 to be conducted online:**

**1. Term-1 Assessment Pattern:**

CLASS	PATTERN	TOTAL
IX	Objective Type - 40 Marks Subjective Type - 40 Marks	80 Marks

2. The examination timings will be from **9:00 a.m. to 12:30 p.m.**
  - Reading Time: 9:00 a.m. to 9:15 a.m.
  - Writing Time: 9:15 a.m. to 12:15 p.m.
  - Answer Sheet Uploading Time: 12:15 p.m. to 12:30 p.m.
3. The days in-between the exams will be considered as **preparatory leave.**
4. **No Retest** would be conducted for the student who for any reason is absent from the exam. In case of medical reason, all the necessary documents along with application should be mailed to the respective class teacher within two days of examination.
5. **The link for the assessment will be shared at 8:45 a.m. It will be posted in the general chat window.**
6. Keep your user-id and password handy in case you are required to log in again to Microsoft forms.
7. Students should make sure that they remain connected with their teachers via **Microsoft Teams** during the assessment.
8. In case of any issues, students need to report immediately to teacher, so that she/he can resolve the issue immediately.
9. Students must preferably use laptops/ desktops for appearing for exams and ensure a good internet connection so that there is no interruption in between.
10. Please ensure the room should be properly illuminated and no family member should be present in the same room in which the child is appearing for examination.
11. Students are not permitted to leave their seat unless Examination is over and submitted. They are requested to maintain decorum during assessment.
12. Students should keep a water bottle and stationery items needed during assessment near him/her.
13. Use of unfair means (if any) during examination will be dealt very strictly.
14. Check your work before you submit it, ensure that every answer is completed and appears as you intended. Review the accuracy of your answers.
15. Don't forget to upload your answer sheet on time. **ANSWER SHEETS UPLOADED POST 12:30p.m. ON THE DAY OF EXAMINATION WILL NOT BE EVALUATED.**

In order to successfully conduct the examination, we look forward for your support to monitor the student's activity during examination for fair assessment.

Your cooperation in this regard will be appreciated.

<b>MID TERM EXAMINATION CLASS IX</b>	
<b>DATE/ DAY</b>	<b>IX</b>
28/09/2020 (Monday)	Science
1/10/2020 (Thursday)	English
05/10/2020 (Monday)	Social Science
08/10/2020 (Thursday)	Hindi
12/10/2020 (Monday)	Mathematics
14/10/2020 (Wednesday)	Home Science

To familiarize students with the **Subjective type online assessment** and give them a practice for smooth functioning, mock assessments will be conducted as per the following schedule:

- Writing Time: 9:00 a.m. to 10:30 a.m.
- Answer Sheet Uploading Time: 10:30 a.m. to 10:45 a.m.
- Maximum Marks: 30

<b>DATE /DAY</b>	<b>IX</b>
15/09/2020 (Tuesday)	Mathematics
17/09/2020 (Thursday)	Science

Kindly ensure your ward adheres to the above schedule.

Ms. Meneka I. Singh  
HoS