

ASN Senior Secondary School

Mayur Vihar-I, Delhi

(CLASS IX)- Annual Examination Datesheet -2021

Class	8 th February 2021	11 th February 2021	15 th February 2021	19 th February 2021	22 nd February 2021	24 th February 2021
IX	Science	English	Mathematics	Social Science	Hindi	French / Sanskrit

- It is mandatory for the students to appear in the Annual Examination.

Guidelines for Annual Examination

1. Attendance is mandatory for the students.
2. Annual Examination will be conducted online in two parts. Both the parts will be conducted on same date/day for each subject.
 - Objective Review (via Microsoft Forms)
 - For all Subjects : 30 Marks for 30 Minutes
 - Subjective Review (by emailing answer scripts)
 - For all Subjects: 50 Marks for 2Hrs
3. Objective Review: Timings will be from 8:30 am to 9:20am.
 - Instructions : 8:30 am-8:45 am
 - Writing Time : 8:45 am-9:15 am.
 - Submission Time : 9:15 am -9:20am.
4. Subjective Review: Timings will be from 9: 45 am to 12:20 pm.
 - Instructions : 9: 45 am-10:00 am
 - Writing Time : 10:00am - 12:00 noon.
 - Submission Time : 12:00 noon -12:20 pm.
5. Invigilator for subjective review will be a family member.
6. Parents/Invigilator will ensure that their ward does not use any unfair means to attempt the Annual Examination.
7. Students will follow the given steps for emailing the subjective review answer scripts:
 - **Only Hand written Answer scripts have to be emailed.** Typed / Printed answer scripts will not be accepted.
 - Write page no/total no of pages at the top right corner of each page. e.g. 1 /14, 2/14, 3/14 and so on.
 - Write Name and Admission Number on all pages of answer script along with page number.
 - Scan the answer sheets page by page and insert it into a single word file. Please note that images should be clearly visible.
 - Convert this word file into PDF.

- E-mail the word file and PDF to both the email ids mentioned on the question paper.
 - Write the Name , Admission No , Class-Section and Subject in the subject line of their emails, e.g. Aarti-14790-X-A-English.
 - In the body of the email containing answer scripts, write the following:
 - a) Student Name:
 - b) Subject:
 - c) Class:
 - d) Section:
 - e) Total No of Questions (attempted):
 - f) Total No of Pages in the file:
8. Students must adhere to the timings strictly, and will maintain highest level of discipline and moral ethics.
9. All the answer sheets will be evaluated for plagiarism.
10. Only the first mail received per student per subject will be accepted. Please avoid sending multiple mails.

Shalin Vadhera
Sr. Wing Incharge

Swarnima Luthra
PRINCIPAL