

EXAMINATION RELATED INFORMATION FOR A.Y. 2025 - 2026

For Online Transmission of Question Papers:

| Sr. No. | Infrastructure facilities at College | Yes /No |
|------------------------|---|---------|
| Strong Room : | | |
| 1 | It must have a door Entry/Exit (with Safety Door/Grill for windows) | |
| 2 | Minimum Area shall be 20 x 20 sq. ft. | |
| 3 | Adequate Steel Almirah/Cupboard for storage of Answer Books. | |
| 4 | C.C.T.V. Camera with recording facility that covers entire area or Downloading and Printing of online transmission of Question Paper process. | |
| 5 | Latest version Computer (Minimum 4) and Printer (Minimum 4) with Inverter facility, MS Office, PDF Reader, Winrar or Winzip. | |
| 6 | Dual Internet service, Primary with 1:1 dedicated line of 100 mbps speed by class 'A' ISP, and alternate line with 1 : 1 dedicated line of 50 mpbs speed, by an another Class 'A' ISP to ensure uninterrupted downloading facility, with 2(two) static IP's, Internet Dongle. | |
| 7 | Adequate Number of Paper Rims for printing Question Papers. | |
| 8 | One Photocopy Machine, UPS Backup. | |
| Scanning Room : | | |
| 9 | Separate Scanning Room for scanning Answer Books after end of Examination Session under CCTV Surveillance. (Laptops and Scanners will be provided by the University Appointed Agency) | |
| 10 | Dual Internet service, Primary with 1:1 dedicated line of 100 mbps speed by class 'A' ISP, and alternate line with 1 : 1 dedicated line of 50 mpbs speed, by an another Class 'A' ISP to ensure uninterrupted downloading facility, with 2(two) static IP's, Internet Dongle. | |

To Set Up DEC for Onscreen Evaluation of Answer Books :

| Sr. No. | Infrastructure facilities at College | Yes /No |
|---------|--|---------|
| 1 | Computers (20) with latest licensed Operating System Software (OSS) with antivirus and firewalls to provide all lock, work station with Computer charts and key board tray. | |
| 2 | Wiring and Networking (with Raw Power Supply and UPS) and one Printer per DEC | |
| 3 | Air conditioners, Bio metric system, CCTV installation, Rest rooms and 24 x 7 security. | |
| 4 | Collapsible gate for the main entrance with Name board and locking facility. | |
| 5 | Dual Internet service, Primary with 1:1 dedicated line of 100 mbps speed by class 'A' ISP, and alternate line with 1 : 1 dedicated line of 50 mpbs speed, by an another Class 'A' ISP to ensure uninterrupted downloading facility, with 2(two) static IP's. | |
| 6 | Appointment of one Professor as a Examination Co-ordinator to Coordinate this Online process. | |
| 7 | Separate Evaluation Room for Evaluating the Answer Books under CCTV Surveillance | |

Signature of Principal with Seal
PRINCIPAL

1. Hard copy & soft copy of this Annexure must be submitted to the University.
2. The information must be made available on the College website.

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