

# ERUDITE ACADEMY, DIPHU

(AFFILIATED TO C.B.S.E, NEW DELHI)

AFF. NO. 230165

SCHOOL CODE: 35252

Dtd. 12/06/2020

## CONDUCT OF PA -1 EXAM IN ONLINE MODE W.E.F 29-06-2020

It is hereby informed to all the parents/ guardians/ carers that this academic session's 1<sup>st</sup> Progressive Assessment will be held in online mode w.e.f 29-06-2020. All are expected to go through the following paras and intimate front office, in case of need of any assistance

### 1. **Assessment of Scholastic Subjects:**

- Question papers will be posted in Classwork tab of Google classroom on the day of exam as per exam schedule
- Question paper will be of 40 marks with 15 marks objective type questions and 25 marks subjective/ descriptive type questions
- Objective type questions will be of MCQ type/ activity-based questions which should be answered by students (in assistance with their carers, in case of younger ones) using their Smart phones/ laptops/ Tablets.
- Students are allowed to submit subjective/ descriptive type question in online or offline mode. For online submission, students will have to snap all answer scripts in one pdf document and upload it in the link given below the question paper
- For offline/ hard copy submission, students will have to write all answers on a small notebook (to be arranged by parents) and submit the same in school's front office within 30 minutes of completion of examination timing. However, taking into consideration the present extraordinary situation, parents are requested to opt for online mode of submission of exam papers of their wards

### 2. **Assessment of Non-Scholastic Subjects (Music/ Rhymes/ Dance/ HPE):**

- Tasks to be assessed will be shared to the students on the day of examination through google classroom classwork tab
- A standard definition video of 360p (for data saving purpose) has to be recorded while performing the task and returned/ uploaded back either using the question paper link or through Class WhatsApp group within the stipulated exam duration. On the day of exam, the bar to post contents in school's WhatsApp group will be removed during the exam duration.

### 3. **Notes/ Homework/ Classwork –**

- All notes/ HW/CW/ CT, etc will be provided through classwork tab.
- As a one-time measure, school authority has decided to provide printed copies of Notes/ answer keys to all students from Nursery to Class V
- Parents/ guardians who are desirous to procure hard copies of notes/ answer keys from Nursery to Class V may register their requests at school's front office
- Students will be able to submit their notes for correction either in online or offline mode. For online corrections, notes/ assignments have to be returned/ submitted using the link given at the end of the assignment. For offline submission, a day will be earmarked when parents will have to submit the notebooks of their wards for manual correction. However, taking into consideration of students safety, it is advisable to upload all notes for correction in online mode

### 4. **Student's Attendance:** We'll start taking roll calls of students during online classes from 15-06-2020 onwards. Parents are requested to ensure that their wards attend the live classes regularly without fail. Absence from live classes will be marked as absent. It is mandatory to attend all classes and in case someone remains absent, a leave application has to be sent via email to [office@erudite.ac.in](mailto:office@erudite.ac.in). Further, it has been found that the students who keep their web camera turned off during online classes are at times actually not present in the class and are somewhere else. It's discovered when teachers called out their names to ask questions and they have not responded after repeated queries (higher classes only). As such, it is advised to all parents to ensure that their wards keep web cameras turned on and microphones turned off during live classes.

### 5. **Non-availability of laptop/ tablet & issues related with device settings:** Many parents have approached school's office seeking suggestions/ assistance related with procurement of a new device/ settings of existing device. In order to have a solution to this, we have approached to a professional mobile/ electronic sale & service store who agreed to provide 8" **Lenovo Tablet Model 4 8 (TB-8504X) with 4G + Wifi facility** with all settings conducive for online classes. Regarding price of the device, the dealer was requested to keep the offer price of the device similar to Lenovo's online official website store plus handling charges. He was also requested to customise the device in such a way that students can use it only for online classes. Interested parents may contact – M/S PR's Fashion Fabric, Galaxy Complex, near Vishal Mega Mart, (contact number. **9435918586**). This arrangement has been done on parent's request and those who have their own arrangements may ignore this para.