

**Circular No: CIR/2021/011**

**16<sup>th</sup> July 2020**

### **Instructions regarding Online Exams (Classes: I-V)**

Dear parents,

Assalamualaikum WRB!

#### **DO'S & DON'TS ❌ FOR ONLINE EXAM**

- Kindly start the online Exam at scheduled time ⌚ Do not ❌ try to click on start Exam option when you are not ready.
- Those who are using mobile phones ➡️ kindly change the screen from portrait to landscape mode while attending **match the following** so the options will be visible to select.
- 📞 Do not answer call for 30 minutes.
- Do not press on ⬅️ BACK back option instead can choose the Question number to toggle between the questions. At any instant do not click on back or close.
- After completing the test do not leave the page without saving 📄.
- Use device with good internet strength 100. (otherwise the page would appear blank or will be thrown out)
- Once the student reaches the last question it will appear in red, as there is no next option, if the child feels confident about the answers then he/she can save 📧.
- If the due time expires then you cannot take up the Exam.

Management

Sana Model School