

Steps for writing Open Book Examinations (OBE)

- Continuous access to the internet is not needed during OBE. It is needed mainly twice for short duration :
 1. Downloading the Question paper from Mail/Whats app.
 2. Mail the answer sheets to the mail id of the Department i.e. departmentofurdu.du@gmail.com
- Student will write the response to the question paper on answer sheets (A4 size white papers). The A4 size white papers have to arrange by the students.
- Date and Time of the examination will be as per the datasheet schedule already communicated to the students.
- Student needs to ready with internet facility at least 30 minutes before the start of the examination i.e. 10.00 AM.
- Question paper will be sent to the mail/whatsapp no. of the students at the start time of particular session announced in the date sheet schedule.
- Student will download the question paper and also can take the printout, if required.
- Student will write the answer on A-4 size white papers in own handwriting.
- Student will write Name, Examination Roll No., Date and Time of Examination, and Paper name on answer sheet.
- Student will put the serial no. and his/her Signature on top of each white sheet (A4 size).
- Student will scan written pages of the answers question-wise as one file and send the same to the mail id departmentofurdu.du@gmail.com after completion of the examination within given time i.e. between 10.00 AM to 01.00 PM.
- After mailing the answers of all the questions, student need to take a screen shot of sent mail and send it to the whatsapp group. (successful submission of the answer sheet will generate an automated reply on email of the student)

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