

SECOND FORMATIVE ASSESSMENT (CLASSES – I – VIII) PROCEDURE AND SCHEDULE

25/11/2020

1. All concerned should remain signed-in to their respective email accounts which are registered for online classes.
2. The question papers shall be sent in the form of GOOGLE FORM links to the registered email IDs before the time of commencement of examination.
3. All fields in the question paper shall be compulsory. No submission can be made by keeping any field/question unanswered.
4. The question paper can be submitted **ONLY ONCE**. The system shall not accept repeat submission.
5. After all fields are filled and questions are answered through the clicking of the appropriate Multiple Choice button, a student may **SUBMIT** his/her responses. There may be picture captchas which may ask the responder to select specific pictures as per direction and click/press 'verify'. All such directions must be read and followed before successful submission. Please note that picture captchas are beyond our scope and is the verification mode of Google over which we have no control.
6. All examinees shall get a copy of their responses in the email ID used, immediately after submission. This is for their record.
7. **EXAMINEES MUST TAKE SPECIAL CARE TO SUBMIT BEFORE TIME. THE SYSTEM WILL NOT ACCEPT ANSWERS IF THE MAXIMUM TIME ALLOWED FOR THE EXAMINATION IS OVER. NO REQUESTS FOR FURTHER SUBMISSION CAN BE ACCEPTED.**
8. ALL CONCERNED ARE TO KEEP THEIR MOBILE PHONES/LAPTOPS/DESKTOPS ETC. IN OPTIMUM WORKING CONDITION. WE SHALL NOT BE ABLE TO ACCOMMODATE REQUESTS FOR RESENDING OF LINKS OR ISSUES RELATED TO POOR NETWORK, OR PROBLEMS OF A TECHNICAL NATURE AT THE SIDE OF THE STUDENT/EXAMINEE. DO NOT SEND EMAILS FOR ISSUES AT YOUR SIDE OVER WHICH WE HAVE NO CONTROL.

Thank you. Stay safe.



SCHEDULE FOR SECOND FORMATIVE ASSESSMENT – ONLINE – 2020-2021

DATE	10/12/2020	11/12/2020	14/12/2020	15/12/2020	16/12/2020	17/12/2020	18/12/2020	21/12/2020	22/12/2020	23/12/2020	24/12/2020
CLASS	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday
I	ENG. LANGUAGE – 8.00 am – 8.40 am	ENG. LITERATURE – 8.00 am – 8.40 am		MATH. – 8.00 am – 9.00 am	Env. Studies – 8.00 am – 8.40 am		BENGALI - 8.00 am – 8.40 am	HINDI - 8.00 am – 8.40 am	DRAWING – 8.00 AM – 10.00 AM		COMPUTER - 8.00 am – 8.40 am
II	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE – 8.00 am – 8.40 am		MATH. – 8.00 am – 9.00 am	Env. Studies – 8.00 am – 8.40 am	BENGALI - 8.00 am – 8.40 am	COMPUTER – 8.00 am – 8.40 am	DRAWING – 8.00 AM – 10.00 AM		HINDI - 8.00 am – 8.40 am	
III	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE – 8.00 am – 8.40 am	COMPUTER – 8.00 am – 8.40 am		SOCIAL STUDIES - 8.00 am – 8.40 am	BENGALI - 8.00 am – 8.40 am	DRAWING – 8.00 am – 10.00 am	HINDI - 8.00 am – 8.40 am	SCIENCE – 8.00 am – 8.40 am		MATH. – 8.00 am – 9.00 am
IV	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE – 8.00 am – 8.40 am	COMPUTER - 8.00 am – 8.40 am	MATH. – 8.00 am – 9.00 am	DRAWING – 8.00 am – 10.00 am	BENGALI - 8.00 am – 8.40 am	HINDI - 8.00 am – 8.40 am	SOCIAL STUDIES - 8.00 am – 8.40 am		SCIENCE – 8.00 am – 8.40 am	
V	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE – 8.00 am – 8.40 am	COMPUTER - 8.00 am – 8.40 am		MATH. – 8.00 am – 9.00 am	HINDI (H) – 8.00 am – 8.40 am BENGALI(H) – 9.00 am – 9.40 am	HINDI (L) – 8.00 am – 8.40 am BENGALI(L) – 9.00 am – 9.40 am	SOCIAL STUDIES - 8.00 am – 8.40 am		SCIENCE – 8.00 am – 8.40 am	DRAWING – 8.00 am – 10.00 am

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CLASS	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday
VI	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE - 8.00 am – 8.40 am	COMPUTER - 8.00 am – 8.40 am	MATH.- 8.00 am – 9.00 am	GEOGRAPHY - 8.00 am – 8.40 am	HINDI (H) – 8.00 am – 8.40 am BENGALI(H) – 9.00 am – 9.40 am	HINDI (L) – 8.00 am – 8.40 am BENGALI(L) – 9.00 am – 9.40 am	BIOLOGY – 8.00 am – 8.40 am	HISTORY - 8.00 am – 8.40 am	CHEMISTRY – 8.00 am – 8.40 am	PHYSICS – 8.00 am – 8.40 am
VII	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE - 8.00 am – 8.40 am	COMPUTER - 8.00 am – 8.40 am	MATH. – 8.00 am – 9.00 am	BIOLOGY - 8.00 am – 8.40 am	HINDI (H) – 8.00 am – 8.40 am BENGALI(H) – 9.00 am – 9.40 am	HINDI (L) – 8.00 am – 8.40 am BENGALI(L) – 9.00 am – 9.40 am	GEOGRAPHY - 8.00 am – 8.40 am	HISTORY – 8.00 am – 8.40 am	CHEMISTRY – 8.00 am – 8.40 am	PHYSICS – 8.00 am – 8.40 am
VIII	ENG. LANGUAGE - 8.00 am – 8.40 am	ENG. LITERATURE - 8.00 am – 8.40 am	COMPUTER - 8.00 am – 8.40 am	MATH. – 8.00 am – 9.00 am	BIOLOGY - 8.00 am – 8.40 am	HINDI (H) – 8.00 am – 8.40 am BENGALI(H) – 9.00 am – 9.40 am	HINDI (L) – 8.00 am – 8.40 am BENGALI(L) – 9.00 am – 9.40 am	GEOGRAPHY - 8.00 am – 8.40 am	HISTORY – 8.00 am – 8.40 am	CHEMISTRY – 8.00 am – 8.40 am	PHYSICS – 8.00 am – 8.40 am

MATHEMATICS PAPERS SHALL HAVE A DURATION OF 60 MINUTES AND DRAWING SHALL BE OF 2 HOURS. DRAWING EXAMINATION SHALL BE HELD IN GOOGLE MEET FOR WHICH MEETING LINKS SHALL BE SENT AT THE COMMENCEMENT OF THE EXAMINATION TO THE REGISTERED EMAIL ID. **FOR DRAWING EXAMINATION, A DRAWING TASK SHALL BE GIVEN AT THE BEGINNING OF THE EXAMINATION AND STUDENTS MUST COMPLETE THE DRAWING TASK WITHIN 2 HOURS AND SEND A SCANNED COPY OF THEIR DRAWING, WITH NAME, CLASS, STUDENT ID WRITTEN ON THE TOP OF THE DRAWING SHEET. THE SCANNED COPY OF THE DRAWING MUST BE SENT WITHIN 2 HOURS TO AN EMAIL ID TO BE COMMUNICATED IN CLASS LATER. STUDENTS WILL NOT BE REQUIRED TO ‘SHOW’ THEIR DRAWING IN GOOGLE MEET AND ONLY THE SCANNED COPY OF THEIR DRAWING SENT IN EMAIL WILL BE EVALUATED**



SCHEDULES OF CLASSES NURSERY, LKG AND UKG are being sent to the email IDs of students.

* APPROPRIATE CHANGES CAN BE MADE TO THE SCHEDULE UPON PRIOR NOTICE

-Dr. Hema Datta, Principal & Headmistress