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Deshbandhu College for Girls

45/C, Rashbehari Avenue, Kolkata-700 026

Intermediate Examination, 2020

B.A./B.Sc./B.Com./BBA Semester II / IV, Part I / II

B.Com. Semester I / III / V

Instructions to the Candidates

1. All examinees are asked to join the Departmental WhatsApp groups of the relevant subjects created exclusively for the Intermediate examinations.
2. On days of Examination, the Question papers will be available at http://www.dbcexam.in/question_papers/ and also in the Departmental WhatsApp groups 15 mins prior to the onset of the Examination.
3. Students must use A4 size white paper to answer the questions. They must write on one side of the paper only, using blue/black ink.
4. Students must write the following on the top sheet of their answer scripts:
 - a. Name of the Examination
 - b. Name of the Candidate
 - c. Roll number (if available)
 - d. Registration number (mandatory)
 - e. Subject
 - f. Paper
 - g. Date of Examination
 - h. Total number of pages in the answer script

Students must also mention their Roll Number, Registration Number and Page number on top margin on each page of the answer script.

5. Students are advised to install a document scanner app (example camscanner, adobe scan, etc.) from Google Play store, beforehand to scan their answer scripts and convert them to pdf.
6. All students will have to scan and upload the pdf version of their answer scripts in the Departmental email id. Each student can upload only a single pdf file. The scanning should be done properly so as to make the answer script files well readable.
7. The pdf file must be named in the format DD_PP_REGISTRATION NO.pdf
where, DD = Date, PP = Paper.
Example: Examination of Paper 1 on 1st December, registration No. 142-1112-0222-17;
File name: 01_01_142-1112-0222-17.pdf
8. Students must email the pdf file to the specific email id provided by the Departments, within the stipulated time frame as given in the schedule. The mail must contain Paper code as the Subject line.
9. In case of any difficulty, students are required to contact their departmental teachers.
10. For details regarding examination, please visit <http://www.dbcgexam.in/>