बिनोद बिहारी महतो कोयलांचल विश्वविद्यालय, धनबाद

Binod Bihari Mahto Koyalanchal University, Dhanbad

OPEN BOOK EXAMINATION PROCESS

WHAT ARE OPEN-BOOK EXAMS?

- Open-book exams allow students to take notes, texts or resource materials into an exam situation. Institutions test their ability to find and apply information and knowledge, so are often used in subjects requiring direct reference to written materials.

- Open-book exams test for more than just rote-learning. At university, simply memorizing and repeating information is not enough to get one a good mark. Higher education is supposed to equip you with intellectual abilities and skills. Open-book exams test their ability to quickly find relevant information and then to understand, analyze, apply knowledge and think critically

- Open-book exams usually come in two forms:

  - Traditional sit-down / limited-time exams, with varying degrees of access to resources and references.

  - Take home open-book exams students do at home. Question(s) are handed out, answers are attempted without help from others, and the exam is returned/uploaded within a specified period of time.

PROCESS FOR STUDENTS

1. Students will create their login at the online portal.

2. Students will fill-up the Examination Form.

3. Admit Card will be issued to students.

4. OMR Answer Sheet booklet will be given to students at their Colleges / Centres.

5. As per the Examination Schedule students will login to the portal.

6. Select their respective subject & Paper for which examination is scheduled.

7. Question of the selected paper will appear once the examination will start as per the schedule.

8. Students will start answering the questions in the Answer Sheet under the open book examination system.

9. Once the stipulated time of examination will be over, student will capture/scan image of all pages in the answer sheet.

10. If the answer sheet is blank then he/she has to put cross on it and cancel the page.

11. After taking all the images of Answer Sheet Booklet, students will upload all pages one by one.

12. Verify the Uploaded images and submit.

13. Completed Answer Sheet Booklet will be submitted at Colleges / Centres.

PROCESS OF UPLOADING IMAGES

- Additional 30 Minutes will be given for upload activity after the examination time will be over.

- During that timeframe only, the "Upload" functionality will be activated.

- Students will capture/scan all pages of the answer sheet.

- Upload all pages one by one to the portal.

- After successful upload they can verify the images.

- Images should be readable, so they have to ensure that it should be according to the defined size, resolution and dimension.

- If any of the image found to be improper then it can be replaced with fresh image.

- After verification student will click on submit button.

- System will send One Time Password to their registered number, once OTP will be verified then only the process will complete and no more editing will be possible.

DETAILS OF STUDENT AFTER LOGIN

Discipline Type	ArtsH		
Registration Number	A-H1502680/2015	Roll Number	160031002207
Student Name	PUJA KUMARI SAW	Father's Name	OM PRAKASH SAW
College Code - College Name	011 - SINDRI COLLEGE, SINDRI, DHANBAD	Centre Code - Centre Name	003 - R. S. P. COLLEGE, JHARIYA

Exam Date	Sitting	Subjects	Subject Name	Action
10/07/2019	2nd - 02.30 PM TO 05.30 PM	Core- XIII	011 - Economics	Click here to upload exam papers
12/07/2019	2nd - 02.30 PM TO 05.30 PM	Core- XIV	011 - Economics	Click here to upload exam papers
18/07/2019	2nd - 02.30 PM TO 05.30 PM	DSE -3	515 - Agricultural Economics	Click here to upload exam papers
23/07/2019	2nd - 02.30 PM TO 05.30 PM	DSE-4	516 - Demography	Click here to upload exam papers

UPLOAD IMAGES OF ANSWER SHEET FOR SELECTED PAPER

Paper Page Detail

Page Number	Upload button	Page Image	Status	Page Number	Upload button	Page Image	Status
Page 1	Choose File m2.jpg		Upload	Page 17	Choose File No file chosen		Upload
Page 2	Choose File m1.jpg		Upload	Page 18	Choose File No file chosen		Upload
				Page 19	Choose File No file chosen		Upload
				Page 20	Choose File No file chosen		Upload
				Page 21	Choose File No file chosen		Upload
Page 3	Choose File No file chosen		Upload	Page 22	Choose File No file chosen		Upload
Page 4	Choose File No file chosen		Upload	Page 23	Choose File No file chosen		Upload
Page 5	Choose File No file chosen		Upload	Page 24	Choose File No file chosen		Upload
Page 6	Choose File No file chosen		Upload	Page 25	Choose File No file chosen		Upload

Submit After OTP Verification

PROCESS AT VERIFICATION CENTRE

1. All the submitted Answer Booklets will be received at verification centre.

2. Received Answer booklets will be batched accordingly for verification.

3. Verifier will login to the portal with their designated credentials.

4. Search the details of a particular examination.

5. List of students who has submitted the answer booklet and uploaded the images will appear.

6. There will be a search functionality so that any particular answer sheet can be retrieved for verification.

7. Once the details will appear the related images can matched with submitted answer sheets.

8. Once the Answer Sheet and Uploaded images will be matched then it can be marked as "Verified".

9. If the Answer Sheet and Uploaded images will not matched then it can be marked as "Rejected".

10. All "Verified" Answer sheets will be processed for evaluation accordingly.

11. All "Rejected" answer sheets will also be submitted to University for further action.

12. There will be a detailed dashboard to track & monitor this activity at University level.

SEARCH PANEL FOR VERIFICATION

Search Panel

Course   B.A (Hons ▾   Semester   Sem 6 ▾

Subject   History ▾   Paper   Paper 1 ▾

[Fetch Records of Students]

Search By Roll Number

Enter Roll Number   [Roll Number]

[Search]

LIST OF STUDENTS

Verification of Answer Sheet

Home / Verification of Answer Sheet

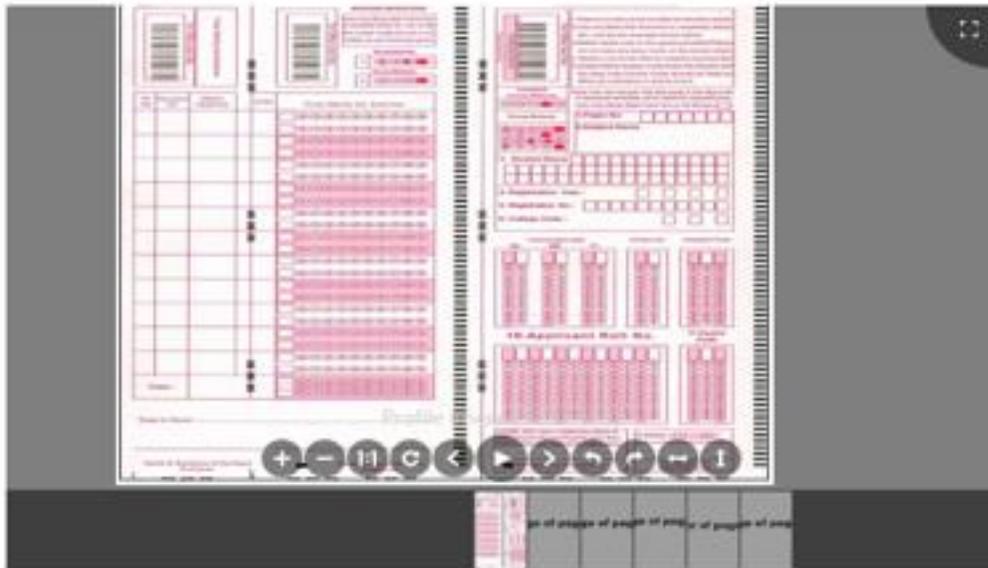List of students who has submitted the answer booklet and uploaded the images

Sl. No.	Name	Father Name	Mother Name	Roll No	Enrollment No	Stream	Subject	Action
7	AKASH KUMAR	AJAY KUMAR	SITA DEVI	12345	1234	Arts	Psychology	✓✓
2007	RUKHSANA QAISAR	MD QAISAR	NOORJAHAN	130430	1090800369	Science	Chemistry	✓✓
2014	MITHILESH KUMAR	SANJAY SAHNI	JAGO DEVI	1440598	4021040347	Science	Mathematics	✓✓
2016	MITHILESH KUMAR	SANJAY SAHNI	JAGO DEVI	110853499	4021040347	Science	Mathematics	✓✓
2017	SUMAN SAURABH	LAL BABU SAH	RITA DEVI	1340450004	1240450004	Commerce	Accounting & Finance	✓✓
2019	KAMLESH KUMAR JHA	SUSHIL JHA	SUNAINA DEVI	5909(H)	1708	Arts	Political Science	✓✓

VERIFICATION PROCESS