



DEPARTMENT OF MECHANICAL ENGINEERING

NOTICE

Instructions regarding the midterm examination [Autumn 2020] for 3rd and 5th semester, Mechanical Engineering:

1. The written examination consisting of descriptive type questions would be conducted from 10:30 am to 11:30 am for 3rd semester and 02:00 pm to 03:00 pm for 5th semester and would carry 30 marks.
2. Students would have to join the google meet **15 minutes before the commencement of examination**, whereby the concerned faculty member shall mark their attendance after verifying their identity.
3. The concerned faculty member will thereafter upload the question paper on google classroom at 10:30 AM for 3rd semester, and at 2:00 PM for 5th semester.
4. All the students will upload their answer sheets (preferably A4 sheets in **.pdf format**) on google classroom at the end of the examination (file name should be as per the enrollment number of the student). Files submitted as images will not be accepted.
5. First page of the answer sheet should have student details (name, enrollment number, course name with course code and signature) clearly written on it.
6. Students shall be **given additional 15 minutes to upload the answer sheet**, and the student would exit the meeting (after satisfactory upload) only after the permission of the concerned faculty member.

Dr. Shuhaib Mushtaq
Coordinator Examination

Dr. Azher Jameel
I/C Head, DoME

Copy to:

1. All faculty members via email.
2. CR 3rd and 5th Semester for information of all students
3. Department website