

**GOVERNMENT OF MANIPUR
OFFICE OF THE PRINCIPAL: G.P. WOMEN'S COLLEGE, IMPHAL
DHANAMANJURI UNIVERSITY, MANIPUR**

NOTICE
23rd August, 2021

Instructions for B.A/B.Sc 1st Examinations, 2020 (December)

A Candidate needs to download Questions for the papers she is appearing in, and then **submit** the answers in **PDF format** as instructed within the stipulated time. The detailed instructions are as follows:

Question download:

- Questions of **B.A / B.Sc 1st semester** will be available at the Dhanamanjuri University Portal : **www.examinations.dmuportal.in** from **11 am** of **20th August, 2021**.
- Download all the question papers from **www.examinations.dmuportal.in** by clicking the "**DOWNLOAD QUESTIONS**" button and following subsequent instructions.

Examination :

1. Read the questions paper carefully and thoroughly.
2. Write your answers to the questions on **A-4 sized** white paper (Typing is not allowed) using **BLACK/BLUE pen only** in **portrait or landscape mode** at your home or wherever you are at your convenient time.

Preparation for submission of answers:

There should be a cover page on which you write your particulars as given below:

COVER PAGE								
Dhanamanjuri University, Examination, 2020 Examination, 2020							
Subject :.....	Subject :.....							
Paper Title :.....	Paper Title :.....							
Paper Code:.....	Paper Code:.....							
Date of Examination:.....	Date of Examination :.....							
	Examination Roll No. (in figures) <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>							
	(in word :.....)							
	Registration No.:.....							
	Name (in block letters) :.....							
	Signature of Candidate							

2. Answer pages should be numbered in the fashion- X of Y. It means, you should write 2 of 5 on the 2nd page if your answer pages are 5. Here, X stands for the specific page number and Y stands for total number of pages.

3. Then with a scanner (you can use scanner-third party software of your mobile phone, scan the pages starting from the cover page followed by your answer pages and prepare a pdf file. There should be **only one pdf file** for a particular paper. **A pdf file for each page is not allowed.**

4. Rename your pdf file as follows:

- **Subject Code Roll Number** according to your **paper** e.g., if your **Roll number** is **123456**, then you can **rename the pdf file** as **CBO-101 123456.pdf**.
- If you are not getting University Roll Number, you can write your **Class Roll Number**. If you are writing Class Roll number include “**C**” within brackets eg. **CBO-101 45(C).pdf**. and save in your system.
- Be careful to include ‘**pdf**’ as the extension.
- Make the size of individual file less than **8 MB**.
- Take care to ensure that the name of the **PDF file** is matching with the **Paper Codes** given in the submission page. Mismatch of the Paper Codes with the file name and contents will not be entertained.
- A Student will be given permission to submit **only once** in a particular **subject/discipline**. So, try to upload all the papers for that subject in a single submission.

- The above format will be for all subjects **except ENGLISH**.
- **For submission and renaming of pdf files for English papers -Honours (CC1, CC2) , Regular (DSC), English Core Compulsory and AECC please contact English Department helpline numbers-9774272104 / 9862538696 / 9085759557 / 7085739574.**

Uploading answers scripts:

Login into College Website: <https://gpwomenscollege.ac.in/> and click **submission of answer scripts for B.A./B.Sc. 1st Semester exam December (2020)** and proceed.

Deadline for uploading answer sheets:

All candidates must submit the answer scripts in **ONLINE MODE ONLY** on or **before 11 pm of 27th August, 2021.**



Dr. Rajkumari Tamphasana
Principal
G.P. Women's College, Imphal