



## **GENERAL GUIDELINES FOR THE STUDENTS APPEARING IN ASSESSMENT**

1. The student should be in the prescribed uniform or in presentable appearance.
2. The student should make sure that he/she is writing the assessment on a table and chair only.
3. The student should also ensure that his/her surroundings remain undisturbed during the assessment.
4. The student should ensure that there is proper lighting in the room. The student should not opt for any virtual background.
5. The student will be required to join with a stable internet connection. In case of unstable connection or electricity failure, the student should report the same to the concerned teacher.
6. The id and password required for joining the zoom meeting shall be provided on the student panel.
7. The student is required to join the zoom meeting with their audio and video turned on.
8. The student is directed to maintain their audio and video connectivity throughout the assessment. If audio or video or both are interrupted/ stopped anytime during the assessment, it shall be treated as a use of unfair means.
9. Any late comer requesting to join the assessment after ten minutes will not be permitted to appear.
10. Upon the commencement of the assessment time, the student should open the question paper and start writing without any delay.
11. During the assessment, the student is directed not to move from their places or speak to anyone.
12. The student is directed not to ask any question to the teacher or invigilator during the assessment.
13. As soon as the time allowed for the assessment concludes, all the student shall be directed to stop writing.
14. Any act or omission which hinders the smooth conduct of the assessment shall be treated as indiscipline on part of the student.
15. The student is expected to show high level of honesty and transparency while appearing for the assessment.

Thanks & Regards

HEAD - Online Schooling

**The International School of Bombay**