WEST BENGAL EDUCATIONAL INSTITUTE (WBEI)

Vill & P.O.- Nimaipur :: P.S.- Simlapal :: Dist- Bankura :: State- West Bengal :: Pin- 722151
Contact No.-7477544080

Ref.No. - WBEI/WBUTTEPA/B.ED/SEM-I / EXAM/21-23/01   Date – 15.03.2022

NOTIFICATION

Sub: 1ST Semester Subject, Date & Time, Question Paper download process, format & submission process of answer script of B.Ed. student Semester-I, Session -2021-2023

As directed by University, Notice no- WBUTTEPA/COE/013/2022,   it is here by informed that 1st semester Examination of B.Ed. students, Session-2021-2023 to be held on as given below

The following that shall be the Question Paper download, format & submission process of answer scripts, which need to be strictly followed for convenience of examinees.

Date(s)	B.Ed. 1st Semester Examinations Schedule : 2021 – 2023	
	12:00 PM – 1:30 PM	**2:30 PM – 4:00 PM**
28.03.2022	Course-I (1st Half)	Course-I (2nd Half)
29.03.2022	Course-II (1st Half)	Course-II (2nd Half)
30.03.2022	Course-IV	Course-V
31.03.2022	**12:00 PM – 1:00 PM**	
	EPC-1	

1. **Procedure of get Question Paper :**

    ➢ Question Paper on day of exam is available before commencement of exam on the college website – www.wbeit.org

2. **How to download question paper :**
    ➢ To download question paper , visit – www.wbeit.org   and click on B.Ed. Sem-I Question Paper

INSTRUCTIONS TO THE CANDIDATES

1. Download front page from our website and use for each Course/Half and leave the back of this page blank.

2. Use A-4 size paper to write your answers. Such page(s) to be arranged by yourself.

3. In the blank A-4 size paper to be used for writing answer, number pages serially, and mention your Roll No./Course/Half the header section of each page.

4. The answer-script will be treated as incomplete without properly filled-in this front page, and is, therefore, liable to be rejected.

5. Own hand written answer scripts including this page need to be scanned and converted into a single pdf file for electronic submission. Examinee will have to submit this pdf file electronically to the Email ID - wbuttepawbeiexam@gmail.com within the stipulated time for each day's examination.

6. Examinee will be treated as 'ABSENT' in the relevant course/paper if the answer script is not submitted as per instruction in point no. 5 above.

3. **Exam details to be written on answer script:**

   ➢ The following details / information must be written on the top margin of each and every page of answer script by examinee :

   Page No. <Write present page number> out of <Write last page number>
        Ex: Page no- 01/10

   ➢ You have to write above mention details in header / top margin section of each page

   Name of Examinee: _____
   Roll No_____
   Course Name _____
   Course Code: _____

Answer Script file format & file name :

- After completing the exam, examinees will have to take photograph / scan the answer script using document scanner apps available in Google Play Store like Adobe Scan, Microsoft Lens, Document Scanner etc. These apps will convert answer script to electronic file.
- In the document scanner apps , photos of all pages can be taken one after another , to create one single file
- The electronic file must be saved in **.pdf** format. **No other format is allowed except pdf.**
- The file name should be as follows : **Examinee Name _Course Code _ Half _Sem-I**

    Example - i) for COURSE-I 1st Half: Goutam Patra_Course-I _1st Half_Sem-I

    ii) for COURSE – I 2nd Half : Goutam Patra_Course-I _2nd Half_Sem-I

    iii) for COURSE – II 1st Half : Goutam Patra_Course-II _1st Half_Sem-I

    iv) for COURSE – II 2nd Half : Goutam Patra_Course-II _2nd Half_Sem-I

    v) for COURSE –IV :   Goutam Patra_Course-IV_Sem-I

    vi) for COURSE –V :   Goutam Patra_Course-V_Sem-I

    vii) for COURSE –EPC-1 :   Goutam Patra_Course-EPC-1_Sem-I

Saving the answer script with any other file name will not be allowed.

4. **Submission of electronic file (answer script):**

- Electronic answer script has to be emailed by the examinee from his/her register email id to college email id within **half an hour** of end of examination.
  College email id – wbuttepawbeiexam@gmail.com

- A convenience time of **Half an hour** is being provided to examines for converting answer script to electronic file and emailing
- If Examinee unable to email the answer script within the time limit mentioned above, she /he will be treated as absent.

Sd/-

Examination Cell
WEST BENGAL EDUCATIONAL INSTITUTE (WBEI)