



ITL PUBLIC SCHOOL
ANNUAL EXAMINATION (2020-21)

Dear Parent

Kindly note the **Annual Exam Schedule** for Class VII.

Exam Timings		Date	Day	Subjects
Logging in time	9:00 – 9:15 am	8 March 21	Monday	Maths
Reading time	9:15 – 9:30 am	10 March 21	Wednesday	Social Science
Writing time	9:30 – 12:30 pm	12 March 21	Friday	Hindi
Uploading Time	12:30 – 12:45 pm	15 March 21	Monday	Science
		17 March 21	Wednesday	English
		19 March 21	Friday	Sanskrit/ French

Kindly read the instructions carefully:

- Attendance is mandatory for all examinations.**
- The Question paper will be uploaded on **Google Classroom**. It will also be **shared on screen** by the Class Teacher on **Microsoft Teams** sharp at **9:15 am** . Students need to log in at **9:00 am** along with **switching on their videos** on Microsoft Teams. **Class teachers will monitor the students from 9:00 am – 12:45 pm. The students may leave the team only after uploading the answer sheet.**
- Simultaneously, a **picture** of the question paper will be **posted on the Class Group**, to avoid any technical glitches faced on Google Classroom, due to network issues
- The test should be done on sheets, wherein each sheet should bear the **Name, Class/Sec and page number**.
- Test should be completed by **12:30 pm** and **PDF of the Answer sheets** to be uploaded on **Google Classroom** by **12:45 pm sharp**.
- No teaching period will be scheduled on the day of the exam.
- 9th, 11th, 16th and 18th March** will be **preparatory off** for the students.
- The Computer Applications exam** will be conducted on **Friday, 5th March 21** from **9:00-10:00am**.

No online invigilation shall be conducted **only for this exam**. Students will **not be required** to switch on their videos for this exam. **No teaching period** will be scheduled on this day.

9. The parents are requested to take care of the health of their ward and ensure proper internet connectivity to avoid any **medical emergency/ connectivity issue on the day of the exams**.
10. Parents are also requested to kindly monitor and invigilate their ward so that they can attempt the tests with utmost sincerity and honesty and finishes the test within the stipulated time.
11. Report card will be **uploaded** on the School ERP on **Saturday, 27th March 21**.
12. **New session** will begin from **Monday, 5th April 21**

Your cooperation is solicited in this regard.

Together we can ensure the smooth conduction of the tests and achieve the fair result.

Regards

Principal