



**University of Vavuniya**  
**Faculty of Applied Science**  
**Online End Semester Examination**

Faculty Board at its 136<sup>th</sup> meeting held on 01<sup>st</sup> of September 2021 decided to hold the First examination in Applied Mathematics and Statistics, Environmental Science and Information Technology, Information and Communication Technology – 2019 – First Semester through online due to the continuation of COVID pandemic situation.

Level 2, Level 3 and Level 4 students had completed their first semester examination – 2019. However, only the Level-1 students for the academic year 2019/2020 have not sat for the same. Though the academic sessions for the Academic Year 2020/2021 have been commenced on 05<sup>th</sup> of July 2021, the above students are unable to follow their next level (Level 2) as they had not sat any of the end semester examinations in the Level-1 due to the pandemic issues.

Following documents are annexed herewith to conduct the examinations via online

1. Instructions to students
2. Declaration

Senate at its 1<sup>st</sup> meeting held on 07.08.2021 recommended to conduct the above examination.

Approval of Council is sought for the above.

*W.P.* 16/09/2021  
Vice Chancellor,

University of Vavuniya

Dean IFAS

The Council at its 1<sup>st</sup> meeting held  
on 25.9.2021 approved/did not  
approve/notes the above.

*h l g*  
Registrar, University of Vavuniya.

28/09/21



**FACULTY OF APPLIED SCIENCE, UNIVERSITY OF VAVUNIYA  
ONLINE EXAMINATION**

**Declaration**

I, .....  
.....  
(NAME IN FULL, IN BLOCK LETTERS) of .....  
.....  
.....  
(address of residence) bearing Student Registration number ....., declare that I am willing and able to appear for the B.Sc. in (Applied Mathematics and Computing/ Environmental Science/ Information Technology/ Information and Communication Technology) Degree Level 1 (Semester I) Examination of the Academic Year 2018/2019 in **Online mode.**

I agree to abide by all the rules and regulations of the above examination. I understand that relevant clauses of the Examination by-Laws of University of Vavuniya (Vavuniya Campus of the University of Jaffna), Sri Lanka are equally applicable to Online Examinations and that violation of relevant examination rules and regulations is a punishable offence.

I hereby promise that I will not impersonate at the examination, nor will I allow anyone to impersonate me at the above examination. I also promise that I will not get any assistance from anybody to answer during the examination, copy from others' answers, share answers or assist other students to answer in any manner.

I do hereby declare and assure that I will refrain from any activity deemed to be an examination malpractice at the above examination. I understand that if I am found to be guilty of any examination offence, disciplinary actions will be taken against me by the University. Further, I do take responsibility for any technical issues or failures which may occur at my end during the examination.

Signed on this ..... (date) day of September 2021 in the presence of my parents.

Signature of the Student.....

Name of the student with initials:.....

Signature of the Farther/Mother: .....

Name of the Farther/Mother:.....



## Faculty of Applied Science

### BSc in (Applied Mathematics and Computing/ Environmental Science/ Information Technology/ Information and Communication Technology) Degree Level 1 Semester I Examination

Academic Year 2018/2019

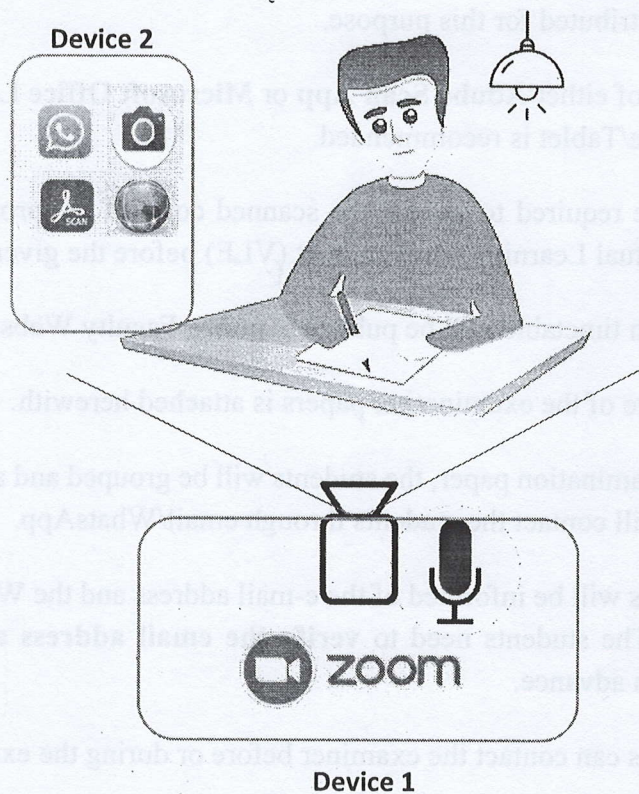
#### Instructions to Students for Online Examinations

The BSc in (Applied Mathematics and Computing/ Environmental Science/ Information Technology) Examinations of the Academic Year 2018/2019 will be conducted on-line.

Students are required to have **two** devices and sit in a **well-lit environment**.

**Device 1.** A Computer/ Smartphone/ Tablet with camera, microphone and internet connection for video monitoring

**Device 2.** A Smartphone/ Tablet with Scanning App for reading the question, capturing and submitting the answers.





## Preparing for the Examination

- Download, install, and try out any scanning software before the exam.
- Make sure to have adequate A4 size blank writing sheets, a calculator (if required) and writing materials in your possession.
- Make sure the devices you are using are fully charged throughout the examination time period. In case of a loss of internet connection during the time of the exam, you can continue writing uninterrupted, with the downloaded question paper in your device.
- If your laptop/phone battery is drained rapidly and get turned off in case of a power failure, make sure to have a backup.
- Before taking the test, close all other programs you may have opened on your device for making full use of it for the exam.

## General Instructions

- Students are required to submit their current email address, WhatsApp number and contact telephone number to Assistant Registrar of the Faculty of Applied Science. A Google form has been distributed for this purpose.
- Installation of either **Adobe Scan App** or **Microsoft Office Lens-PDF Scanner App** in your Smart Phone/Tablet is recommended.
- Students are required to upload the scanned copy of the properly signed **Declaration** form through Virtual Learning Environment (VLE) before the given deadline.
- Examination timetable will be published on the Faculty Website, and VLE.
- The structure of the examination papers is attached herewith.
- For each examination paper, the students will be grouped and assigned to an examiner and that examiner will contact the students through email/WhatsApp.
- The students will be informed of the e-mail address and the WhatsApp number of the relevant examiner. The students need to **verify the email address** and the contact numbers of the Examiner in advance.
- The students can contact the examiner before or during the examination for any clarifications.
- Students should check the speed of their internet connection in advance and ensure that sufficient data capacity is available for the examination.



- Students are required to prepare a **Cover Page** for the answer sheets in advance. The format of the Cover Page is attached herewith. The following details need to be written clearly on the cover Page: Index Number, Course Code and Title, Date of Examination, Question numbers and the corresponding page numbers.
- If a student is unable to answer a question paper during the examination due to medical or any other reason, he/she should notify it to the Examiner immediately, in a written format (scanned copy) through an e-mail.
- A student, who does not attempt the examination during the given time without a valid reason (e.g. medical reason), shall be considered as was absent for that examination and shall not be given a second chance.

### **Answering and Submission of Answers**

- Students will receive **essay type** questions **one by one** through the **VLE**.
- Students are advised to log in to the VLE, at least 20 minutes in advance.
- Students are required to join the zoom meeting with relevant examiner using a device equipped with a webcam, mic that will monitor and/or record them during the examination. The students are not allowed to leave the zoom meeting until the end of the examination.
- All the students will be monitored while writing the examination as such the students are required to setup the camera in proper position and sit in a well-lit environment.
- Questions will be available one by one for 30 minutes time and can be downloaded from the "Online Examination" folder in the VLE. At the end of the 30 min period, 5 minutes will be given to take photographs of the answer sheets of that question and to send them to the relevant **examiner via WhatsApp**.
- The scanned image should **not be colour corrected to Black and White**.
- Your handwritten answer scripts will be verified with the softcopy submitted. The candidates (students) **should not write anything after submitting the softcopy**. Further work on the answer script after the due time period shall be considered as an **examination offence** and shall be dealt accordingly. **The students should be ready for the next question immediately**.
- If a student faces any difficulty in downloading a question from the VLE, the student can inform the relevant examiner through mobile phone or zoom chat and get the question through WhatsApp or Zoom chat.
- Students are required to answer all the questions.
- The above procedure should be followed in answering and submitting answers for all the **subsequent questions**.



### At the end of the examination

- Arrange the answer sheets in order with cover page as the front page.
- **Scan all the answer sheets** and the cover page in order using the smartphone/tablet, and compile into one PDF document.
- Save/Rename the file with the File name, <Student Index No-Course Code>  
(e.g. A21001-CSC1123(Theory) , IT8001-IT1134(Theory), A21001-ENS1113)
- **E-mail** the answers along with the cover page as a single PDF document to the **respective examiner**.
- After answering all the questions, students will have a time period of 30 **minutes** to scan all the answer sheets and email the PDF copy.
- Students should ensure that the PDF document is clear and readable and there are no missing pages/sections.
- Students should ensure that the PDF document containing all the answer sheets is **e-mailed within the time period of 30 minutes**.
- The final pdf should contain the exact contents / answers sent after every 30 minutes of each question. If the **contents differ**, that answer script will be **rejected**.

(The examiner may contact a student for any clarifications, all the **conversations will be recorded for future references**)

- Answers received after the given **30 minutes** period will **not be accepted** for marking.

### After the examination

- After the examination, compile all the answer sheets with Cover page as the front page, staple them and keep them safely.
- Within one week after completion of the whole examination ( i.e., after Semester I exam), send all the answer scripts by Registered Post to the Deputy Registrar, Examinations, University of Vavuniya, Park Road, Vavuniya.



## Answer Sheets

- **Only hand-written** answers will be accepted.
- A4 size white papers or foolscap papers can be used for writing answers. Leave about 1 inch margin on all sides of the paper.
- Write only on **one side** of the paper. Use a pen with **blue color ink** to answer.
- Write the **Index Number** at the **Center** of the **Top Margin** of each page.
- Place the **Page Numbers** at the Top Right Hand Corner of each page.
- Put the **Question number** in the left margin.
- Place your **Signature** in the bottom margin of each page.

## Mock-up Examination

- All the students are required to sit for a mock-up examination and be familiar with the online examination procedure.
- Mock-up examination will be notified in advance and be conducted before the examination.

## Examination Offences

- Relevant clauses in the Examination by-Laws of the University will be applicable to online examinations.
- Impersonation, copying from other students, getting assistance from another person for answering, aiding other students copying, sharing answers and any other malpractices are strictly prohibited and are punishable offences.



## Format of Question Papers for Online Examination

### **Faculty of Applied Science**

### **BSc in (Applied Mathematics and Computing/ Environmental Science/ Information Technology/ Information and Communication Technology) Degree**

### **Level 1 Semester 1 Examination (Online)**

**Academic Year 2018/2019**

<b>Number of Credits of the Course Module</b>	<b>Duration of the End-Semester Theory Examination</b>
<b>2</b>	<b>1 hour</b>
<b>3</b>	<b>1 ½ hours</b>



Sample Cover Page

Index Number: .....

Course Code and Title: .....

Date of Examination: .....

Question Number	Page Numbers
1	
2	
3	

Signature of the student: .....



INDEX NO.

4

2.

Question  
Number

Student index  
Number

Page  
Number

# Sample Answer Sheet

Signature of the  
Student

*Signature of the student*