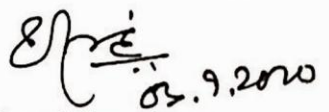


INSTRUCTIONS TO THE CANDIDATES

1. The online examinations 2019-20 shall be held in two shifts: First Shift from 10.00 AM to 2.00 PM and Second Shift from 1.00 PM to 5.00 PM.
2. The question paper will be uploaded on AU website at 10.00 AM for the first shift examination and at 1.00 PM for the second shift examination as per the announced Time Table.
3. The students need to download the paper from the site <https://onlineexam.allduniv.ac.in> of their Course/Semester. Ensure that you have selected the correct course/semester and the question paper.
4. The student has to write the examination on their own A4 size Answer Sheets. On each sheet the student has to write the Class, Subject, Paper, Roll No. and enrolment number on top of each page.
5. Each page of the answer sheet should have page number denoting the order and number of pages. eg., if the total answer book has 30 sheets, first page should be marked as 1/30, second page should be marked as 2/30 and the last page should be marked as 30/30. Also, total number of written pages must be mentioned on the first page.
6. Once the student has attempted the examination, he/she has to scan all the written pages of the Answer Sheets in serial order.
7. The scanned document has to be converted into a pdf file before uploading. The name of the file should be the student's AU_Roll number_paper code eg., if your Roll No. is 111111 and the Paper Code is UGM538 then the file name shall be AU_111111_UGM538.
8. For uploading the PDF file, the student has to open the link <https://onlineexam.allduniv.ac.in/upload>. On this link, the student has to fill up all the details in the submission form* therein. Browse and select the PDF file to be submitted and click on the upload button.
9. The examination process must be positively completed within four hours of the commencement of examination ie., latest by 2.00 PM for the first shift examination and by 5.00 PM for the second shift examination.
10. Those students, who fail to do so, will be provided another chance during second examination.
11. Students must use either Blue or Black Pen only.

*FORM DETAILS: Name of the candidate, Father's Name, Roll No., Enrolment No., Name of the Examination, Day & Date of Examination, Paper Number, Paper Code, Total Number of pages written


Controller of Examinations