Indira Gandhi Delhi Technical University for Women
Kashmere Gate, Delhi-110006

Guidelines for Students for attempting Descriptive Exams in online mode through e-exam Portal of the University

1. Students are advised that only e-Exam Portal tab is opened in the browser while attempting the exam. Opening of Multiple instances of Browser and Tabs must be avoided as it consumes the data, memory and processing at the client machine.

2. Please note that system is maintaining complete activity logs of the students while writing the exam and the same is being monitored.

3. The duration of the question paper is 01 hour 40 minutes. The first question is compulsory and attempt one question from next two questions

4. The students are advised to complete their paper in one hour and upload the attachments, if any, question-by-question.

5. Please note that in WORST CASE, if any student faces the problem of uploading the pdf file etc, such student (in rarest circumstances) can email the attachment(s) for uploading 10 minutes before the completion of the exam time on the following department-wise email ids and the necessary support for uploading the same will be provided. :

Name of the Department	Email id
Department of CSE	eexamcse@igdtuw.ac.in
Department of IT	eexamit@igdtuw.ac.in
Department of ECE	eexamece@igdtuw.ac.in
Department of MAE	eexammae@igdtuw.ac.in
Department of ASH (for first year students)	eexamash@igdtuw.ac.in
Department of Architecture	eexamarch@igdtuw.ac.in
Department of Management	eexambba@igdtuw.ac.in

6. While sending the email on the above mentioned email ids, students are mandatorily required to write Paper Code and enrollment number in the subject of the email. The email attachment should clearly identify the question number so that it can be uploaded. Please note that no email after expiry of one hour 30 minutes of stipulated time shall be considered.

(Prof. SRN Reddy)
Dean (Examination Affairs)