

LIS/ACD/2021/1/004

Date: 08/05/2021

Dear Parents,

Greetings from Loyola International School!

We would like to inform you about the **Periodic Test-1 Examination** schedule for the below subjects and a few guidelines which are to be followed:

Subjects

1. English
2. Mathematics
3. Science/EVS
4. Second Language
5. Social Studies (only for Grades 3 to 6)

The Examinations for the above subjects will be conducted between 23rd May 2021 to 03rd June 2021 during school hours. The duration of every Examination is 40 minutes and each subject carries 20 marks.

- All Grades will follow the regular Online Classes timetable. **The Examination Zoom-IDs** along with the detailed **Exam Schedule** & a **Sample Answer sheet** will be shared through the class teacher in a separate email shortly.
- **For Grade 1, 2 & 3:** The first two periods will be conducted as per the regular Timetable and then the examination will be held between **9:40am and 10:30 am**. After the examination, regular classes will continue from the fourth period (according to the Timetable).
- **For Grade 4 to 6:** The first four periods will be conducted as per the regular Timetable and then the examination will be held between **11:25 am and 12:15 pm**. After the examination, the regular class (6th Period) will continue (according to the Timetable).
- The syllabus for the Periodic Test-1 Examinations has already been uploaded on CMS for your reference.

Mode of Examination:

The Examinations will be conducted on the Zoom platform. The Question Papers will be presented through the chat box in the Zoom sessions. Please be informed that all these Examination sessions will be recorded.

- In case a student is not able to attend the Examination due to unavoidable circumstances, Parents must inform/email the Class Teacher/school authorities before 18th May 2021.
 - Email: info@lisdoha.com / cms@lisdoha.com / respective class email address
- All Non-exam days are regular school days where the classes will be conducted as per usual timetable.

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Guidelines for students writing the Examinations Online:

Before the Examination:

- Students of Classes 1 to 6 are requested to be prompt in logging in to Zoom at least 5 minutes before the Examination start time.
- Once the student enters the Zoom meeting, the “**Question Paper**” will be made available in the chat box at the start of the Examination.
- Students should have a bottle of water/fruit juice, hand napkins etc., with them to avoid movement during online Examinations.
- Unless necessary, students should try and avoid using the washroom during the Examinations.

During the Examination:

- Students should switch their Microphones and Cameras ON during the period of the Examination.
- Students are not supposed to refer to their textbooks, notes etc., during the online Examination. Invigilators will monitor the students during the Examination.
- We trust all our students and expect them to attempt the Examinations honestly. Any unethical practice/suspicious behavior may lead to cancellation of that Examination for the student(s) involved.
- Parents, siblings, and other individuals should not disturb the student during the Examination.
- In case of any network disruption/technical challenges during the Examination, please inform the class teacher.
- Students should not log out/discontinue attempting the questions or take breaks during the Examination.
- If the Microphone or Camera is deliberately switched off by the student, it may be considered as malpractice and disciplinary action will be taken.

After the Examination:

- **After completion, Please scan the filled answer sheets and send as one PDF file to the class teacher at the email-id mentioned in the Timetable email (Sent by the Class Teacher), by 06:30 pm on the same day of the examination.**
- Rename the PDF file with the class, section, name of the student and subject.

We wish all our students the very best for the exams.

Best regards,



Listen. Learn. Lead.

Principal

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