



SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

SCHEDULE OF PRACTICAL EXAMS OF BMS & BBA(FIA)- I & II YEAR STUDENTS (MAY, 2020)

Dear Students, The practical examination of GE and SEC papers will be conducted as per the schedule given below.

On the day of exam you will receive a practical assignment through an email (created for this purpose) exactly at the start time of the exam.

The students will be required to complete the assignment in their own handwriting within **two hours** and mail it back to the email through which it was sent.

Extra thirty minutes will be given to scan the assignment and make a single pdf copy of all the pages.

Class	Paper Title	Teacher	Date	Timings
BMS I Year	Inventory Management-(GE)	Dr. Mona Verma, Dr. Satish Goel (satish@sscbsdu.ac.in)	26-05-2020	2 to 4 PM
BMS I Year	Database Management Systems (DBMS)-(GE)	Mr. Akshay Singh (akshaysingh.cbs@gmail.com)	28-05-2020	10 to 12 PM
BMS II Year	Statistical Package for the Social Sciences (SPSS)-(SEC)	Mr. Jigmet Wandus (jigmet@sscbsdu.ac.in)	26-05-2020	10 to 12 PM
BMS II Year	E Commerce -(SEC)	Mr. Abhimanyu Verma (vermaabhi@sscbsdu.ac.in)	27-05-2020	10 to 12 PM

BBA(FIA) I Year	Inventory Management-(GE)	Dr. Mona Verma, Dr. Satish Goel (satish@sscbsdu.ac.in)	26-05-2020	2 to 4 PM
BBA(FIA) I Year	Database Management Systems (DBMS)-(GE)	Mr. Akshay Singh (akshaysingh.cbs@gmail.com)	28-05-2020	10 to 12 PM
BBA(FIA) II Year	Research Software Package (RSP)-(SEC)	Dr. Narander Nigam, Ms. Vijaylakshmi (vijaylakshmi@sscbsdu.ac.in)	27-05-2020	10 to 12 PM

Important instructions

Important instructions for practical examination/assignment:

- 1) Students are required to read the instructions given in the assignment carefully before solving the assignment.
- 2) Every student would receive assignment on their official email ids on the scheduled date and time based on the practicals already performed.
- 3) If any student doesn't receive practical assignment within 10 minutes of start of the practical, he/she should check his/her spam box first, and may call and confirm the same with the respective faculty.
- 4) Ruled Sheet/Register page/plain A4 sheet may be used to solve the assignment.
- 5) The following information should be mentioned at the top of the answer sheet by every student before solving the assignment:
 - a. Examination roll no
 - b. Name of the student
 - c. Name of the Course
 - d. Name of the Subject
 - e. Unique paper code
 - f. Semester
- 6) Students are required to submit the scanned copy (in pdf/jpg only) of the solved assignment **via reply mail only** to the email used for sending the question paper in a stipulated time period (**Don't compose a new mail, only send via reply on the same thread**). Assignment submitted as a separate email to same email-id/another email-id will not be accepted, and will be treated as "Assignment not submitted".
- 7) Please ensure that the **scanned copy of assignment you are submitting should be readable and clear.**
- 8) There will be no viva for the practical examination.