



ARMY PUBLIC SCHOOL NO.2, ROORKEE
GENERAL GUIDELINES FOR FIRST PERIODIC TESTS



Circular No. APS-2/LD/Aug/01/2020

Date: 26 Aug 2020

Dear Parents/Guardians,

COVID-19 has created uncharted territory for all of us. With school closures affecting large parts of the country, we at school are working hard to provide quality educational support to the children. Now, several months into the crisis, it is time to take a step back and reflect on how we've handled education during this crisis and how much learning has taken place.

The general guidelines for First Periodic Tests are detailed, hereunder, for information and necessary action:--

1. The Overall Assessment for Evaluation I / FPT will be in following parts:-

(a) **Part I.** This part will have Objective Type Question Paper containing Multiple Choice. It will be administered in either of the following ways, by the respective Subject Teachers:

- (i) Complete Question Paper through Google Forms. **OR**
(ii) Question Paper may be sent in PDF format and response sheet will be through Google Forms, to be sent simultaneously.

(b) **Part II.** Assignment Sheet. Relevant guidelines are as under: -

- (i) In this Part, the teacher will provide an Assignment Sheet, in the Google Classroom platform for respective Class/Sec.
(ii) The concepts/contexts which require certain explanation in one word, one sentence, short /long answers in paragraph form or which require presenting steps for solution/calculation, will be included in this Part.
(iii) The students will be required to solve the assignment, in their respective sheets, at home, in a give time frame, in Examination like conditions, **under supervision of Parents**. Thereafter, they will be required to post the answer sheets on Google Classroom platform through respective email id.
(iv) Each page of answer sheet must be titled with following information, at the top of the page:-

Student ID	Name	Class &Sec	Subject	Date	Page No.
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(v) The last page of answer sheet must contain following certificate along with signatures of Parent and Student:-

"This worksheet of (< Subject>) has been solved/attempted in a fair way in examination room like conditions and no unfair means has been used".

Parent Signature with Name

Student Signature with Name

(vi) The completed answer sheets are to be uploaded on respective Google Class Room by an allotted time. Late submission however within fifteen minutes of expiry of scheduled time, a deduction of five marks will be made from Total secured marks. The answer sheets posted, after fifteen minutes of scheduled time will be rejected.

(vii) The sheets will be manually perused by the subject teachers and the comments concerning along with Marks will be intimated.

(c) **Part III.** Viva Voce. Relevant Guidelines are as under:-

(i) The students will attend to Viva Voce at an allotted time by the respective Subject Teacher. This part will have bearing with Part I and Part II and the questions/ content will be from the prescribed syllabus only.

(ii) The content/questions given in Part I & II will also be cross checked and negative marking as per teacher discretion will be awarded, for wrong answers, especially in a case, when the question already attempted in Part I and Part II is not answered/elaborated correctly/aply.

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(iii) The teacher will cross check the question attempted in Part I (Objective Type) or Part II (Assignment Sheet) and if not responded to the satisfaction of the teacher, marks given on such question will be withdrawn.

2. The Division of Marks for the parts will be as under:-

Classes	Part I			Part II			Part III	Overall Weightage
	MM	No. of Questions	Duration	MM	No. of Questions	Duration	MM	
Class I & II	30	30	45 min	NIL			20	50
Class III to V	30	30	45 min	20	As per Pattern and Format submitted by each Coordinator	70 min	30	40
Class VI to VIII	30	40	45 min	30		70 min	20	40
Class IX & X	20	40	40 min	40		70 min	20	40
Class XII	20	40	40 min	40		70 min	20	50

3. I sincerely solicit cooperation of Parents for a fair and honest attempt of the tests by each student. It will provide necessary feedback for all functionaries including you to reflect upon.

Best Wishes. Counting on your cooperation.

Sd/-x-x-x-
(Sandeep Pant)
Principal

Copy to:-

Chairman
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(Through SO to Chairman)