

**RABINDRA MAHAVIDYALAYA**  
**CHAMPADANGA, HOOGHLY - 712401**  
**Departmental Examination Notice**  
(Department of Commerce)

**B.Com. Computer Practical Examination Notice**  
**(for Sem-4 Hons. & Gen. Students)**

With regard to B. Com. (Hons.) and B.Com. (Gen.) Semester-IV examinations for the respective subject of Computer Applications in Business: CC-9 (Paper Code: 4.3 CH) and Computer Applications in Business: SEC-2 (Paper Code: 4.3 CG), our beloved students in B. Com (Hons.) Semester-IV are hereby informed to follow the following instructions:

1. The both Hons. and Gen. students will appear their subject examinations **online** on 30.07.2021 (Saturday) from their Home at time 11:30 am. – 01:30 pm. (Two Hours).
2. Their respective question papers will be uploaded to the college website and WhatsApp Group as well 10 minutes before the examination time.
3. For **online** practical classes, students are requested to follow their class schedule in the routine and attend the classes regularly.
4. **Examination Procedure:** On performing the examinations, you will need to write the working procedure to complete the tasks in the questions and make the screen shots of the same as far as possible to demonstrate the steps performed. Finally, you will submit the hand-written working procedures along with the screen shots in a PDF file and submit to the examiner at his email: [pcsinha.rm@gmail.com](mailto:pcsinha.rm@gmail.com)
5. Following the submission of answer scripts online, there will be a **Viva-Vice** for all students at night during 7:00 pm – 9:30 pm. Students are strictly directed to be present the same. **A student's absence in the Viva-Vice will be treated as absent in the examination of the paper and no-marks will be awarded for the paper.**
6. The link for the Viva-Voce will be the usual class link of Dr. Paritosh Chandra Sinha (PCS) and the same can be found in the respective WhatsApp Group.
7. Any changes in the above information will be communicated as required.

*PC Sinha*

20 July 2021

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**HOD**

Department of Commerce