



IQAC

**BAOSI BANIKANTA KAKATI COLLEGE**

*Nagaon, Barpeta*

**Assam – 781311 (INDIA)**

Dr. Gopal Kr. Sarma  
Co-ordinator  
IQAC

27/ 05/ 2021

**Platform: Google meet**

**Report on-  
Training Session on “SOPs for Online Mode of Exam. During COVID -19  
Pandemic”**

Today, the 27<sup>th</sup> of May, 2021, an online training session on the “SOPs for Online Mode of Exam. During COVID-19 Pandemic” was organized by IQAC, B.B.K. College, Nagaon, in Google Meet platform. The Google Meet Link for the Workshop was <https://meet.google.com/twx-ffgi-ukx>.

The objective of the session was to guide the students regarding the SOPs to be followed while downloading question papers and uploading answer scripts. Gauhati University released SOPs regarding the end semester examinations as the offline examination changed to online mode because of COVID 19 pandemic.

The programme was attended by 58 participants including teachers and students. Dr. Gopal Kumar Sarma, the Coordinator of IQAC was the resource person. The introductory speech was delivered by Dr. Pradip Das, the Principal of B.B.K. College. Dr. Gopal Kr. Sarma gave a detailed explanation about how to download question papers from Gauhati University examination portal and then upload the answerscripts within the time limit. He demonstrated the standard operating protocols for the online mode of examinations to the students in details and also cleared the doubts and queries of the students. He then released a video clip of the SOPs so that the students could refer to at any time later. He also dictated some helpline numbers to be consulted in case any problem arises while downloading and uploading files.

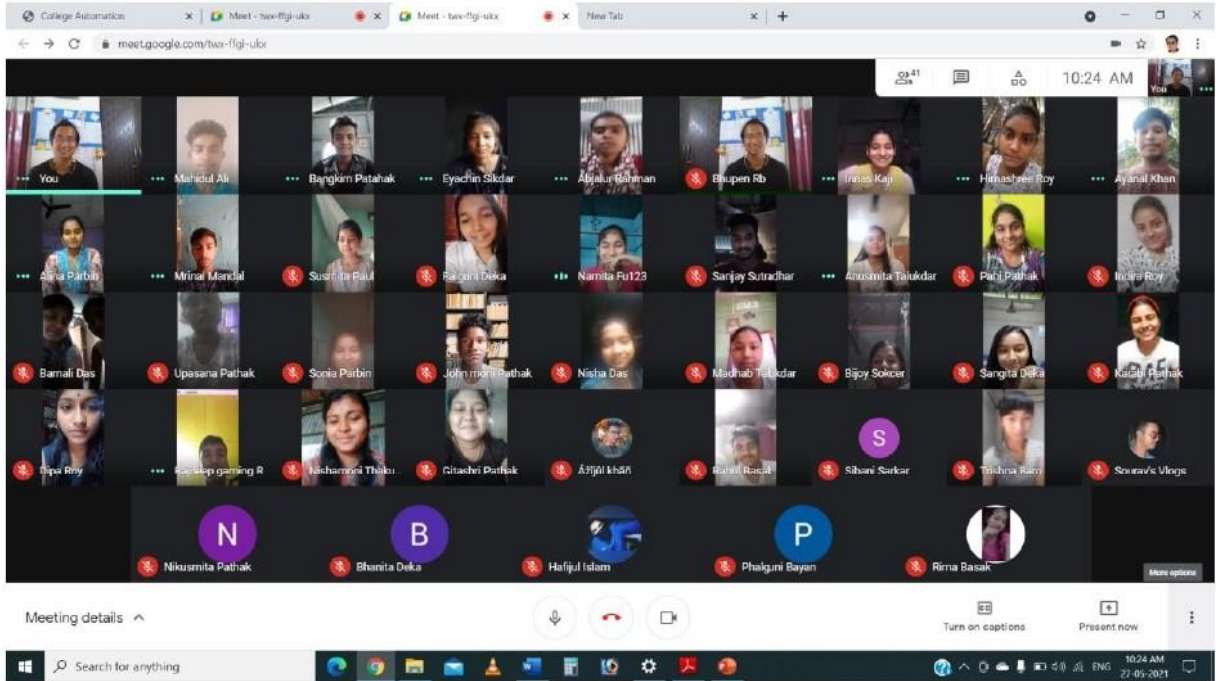
The programme ended with a vote of thanks from Dr. Gopal Kr. Sarma.



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Fig.: Screenshot of the training session in progress



(Dr. Pradip Das)

Principal  
Baosi Banikanta Kakati College  
Nagaon (Barpeta)

(Dr. Gopal Kr. Sarma)  
Coordinator

Internal Quality Assurance Cell  
Baosi Banikanta Kakati College  
Nagaon, Barpeta (Assam)