

**IGNOU REGIONAL CENTRE DELHI- 3**  
**INSTRUCTIONS FOR STUDENTS APPEARING FOR**  
**CITOL/MCAOL /BCA\_NEWOL/BCAOL/**  
**TERM END PRACTICAL EXAMINATION JANUARY 2025**

1. Term end practical examination will be conducted purely in virtual mode.
2. You are required to register your presence through the Virtual Platform through **zoom app**.
3. **Download zoom app in your mobile/ laptop.**
3. Please enter the Virtual Platform at least 5 minutes before the schedule of the viva voce.
4. Students appearing for the practical examination are required to show their Identity Card before viva-voce. Students who do not produce **IGNOU Identity Card** will not be permitted to appear for the examination.
5. Students must join with their name. Students joining with device (Computer/Mobile) name shall not be allowed to enter.
6. Make sure that Audio/ Video of your device (Computer/ Mobile) is working properly so that you can give your viva smoothly. ‘Video on is compulsory’
6. Please keep your mike on mute, until you are asked to unmute and switch-on your video.
7. The practical courses which consist of more than one section (for example MCSL-216, MCSL-222, MCSL- 223, MCSL-229 etc) the student needs to appear in the section(s) in which he/she is not yet successful. Section wise marks shall be awarded.
8. Please note that date, time and zoom link of Viva - Voce examination will not be changed under any circumstances.
9. To know your individual viva timings and zoom meeting id details, click on another hyperlink to refer to the schedule uploaded on the same webpage.
10. **Important – Keep your ID card ready before you are allowed entry in meeting room**
11. **Important – Mark your attendance in chat box** in meeting room by typing **your Full Name, Enrol No, Course code and Sections** (wherever applicable).
12. For any technical assistance you can call at **9310852908** between 10 AM to 6 PM during practical exam days.

*(Please note that this mobile number is only for technical assistance required during online practical exam)*