

Date: 15/05/2020

Ref No: AIS/2020-21/0006

Dear Parents,

Greetings of the hour!

We sincerely hope that you are safe and staying indoors. We extend our heartfelt gratitude for your immense cooperation in this hour of global crisis. As we strive to come to terms with these circumstances where a pandemic of this magnitude has derailed our normal process of functioning.

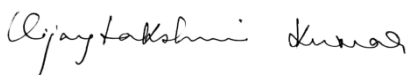
We are looking for ways and means to provide the best of academic experience to our children through the online platform.

With this intent, we plan to take a step forward by conducting online class test-I. The guidelines for the test are as follows:

1. The test shall be conducted for **45 minutes. 5:00-5:45PM** and **11:00-11:45AM** (as mentioned in the time table)
2. Students must login with their ID's and enter their scheduled test on their dashboards in Extramarks.
3. Question paper shall be uploaded by the invigilating teachers in the assignment section of Extramarks and it shall also be reflected on the white board.
4. Students must write their name, class, section, subject and date on the answer sheet.
5. Students must sit with writing material and a bottle of water so that there is no disruption in between the test.
6. Webcams and microphones must be switched on during the span of examination for smooth monitoring mechanism.
7. Students must submit their answer scripts within 10 minutes after completion of the test in their respective subject teachers mail ID's which has been shared in the ERP.
8. The test shall be based by and large on CCT (Critical and Creative Thinking Skill).
9. Students must be encouraged to answer on their own to get a better understanding of their learning.
10. Students must be motivated not to adopt any unfair means for writing the test as it is more of a self-reflection than a path of scoring marks.

Wishing safe health to you and your family.

With Regards ,  
Thanking you



Principal  
Asian International School