

## PROCEDURE FOR SUBMITTING ANSWER SCRIPTS

Follow only one method to submit your Answer Scripts. Never submit the Answer Scripts in more than one way. It will create problem which may disturb the publication of your result.

### Saving of answer scripts in a PDF file –

Scan or take photograph of your answer scripts serially, save in a PDF file by naming in the following style.

**(Subject Code) \_ (Registration No.) \_ (Paper code/Course code).pdf**

For example –

- (i) A **Part-III** Physics Honours student (Subject Code PHSB) having registration no. 123456 and appearing at **Paper VII**, his/her file name will be like this – **PHSB\_123456\_VII.pdf**.
- (ii) A **Part-III** Physics General Student (Subject Code PHSG) having registration no. 123456 and appearing at **Paper-VII**, his/her file name will be like this – **PHSG\_123456\_VII.pdf**.

### Method – 1

You can upload your answer scripts PDF file in 'ugbonlineexam.net' or 'ugbexam.net' portal by using your User ID & Password. If user ID & Password not received from the University, contact college office

OR

### Method – 2

You can send your answer scripts PDF file through email to the subject-wise email Id as under -

#### Subject-wise email Id –

- |                                       |                          |
|---------------------------------------|--------------------------|
| 1) For Bengali (All Papers)           | - kconlineben@gmail.com  |
| 2) For English (All Papers)           | - kconlineeng@gmail.com  |
| 3) For Sanskrit (All Papers)          | - kconlinesan@gmail.com  |
| 4) For Hindi (All Papers)             | - kconlinehin@gmail.com  |
| 5) For History (All Papers)           | - kconlinehis@gmail.com  |
| 6) For Political Science (All Papers) | - kconlinepol@gmail.com  |
| 7) For Philosophy (All Papers)        | - kconlinephi@gmail.com  |
| 8) For Economics (All Papers)         | - kconlineeco@gmail.com  |
| 9) For Physics (All Papers)           | - kconlinephy@gmail.com  |
| 10) For Chemistry (All Papers)        | - kconlineche@gmail.com  |
| 11) For Mathematics (All Papers)      | - kconlinemat@gmail.com  |
| 12) For Commerce (All Papers)         | - kconlinecom@gmail.com  |
| 13) For Geography (All Papers)        | - kconlinegeo@gmail.com  |
| 14) For Education (All Papers)        | - kconlineedu@gmail.com  |
| 15) For Botany & Zoology (All Papers) | - kconlinebio@gmail.com  |
| 16) For Environmental Studies         | - kconlineenv@gmail.com  |
| 17) For Computer Science (All papers) | - kconlinecomp@gmail.com |

OR

### Method – 3

You can send your answer scripts PDF file by WhatsApp to No. '9434040639'.

OR

### Method – 4

You can submit your answer scripts to college counter if you fail to submit the same by the aforesaid three methods.

In all cases, time limit will be followed as per University guidelines.