



VIDYASAGAR UNIVERSITY
DIRECTORATE OF DISTANCE EDUCATION

Paschim Medinipur : 721 102 : West Bengal

Ref. No. : VU/DDE/D/1079/2021

Date: - 12/11/2021

Notice

It is notified that the candidates appearing in the M.A., M.Sc. and M.Com. Part – I Examination 2021 both New Syllabus and M.Sc. in Botany Part – I & Part-II Examination 2020 under distance mode are directed to follow the guidelines given below regarding online examination system.

Guidelines

1. Download Admit Card which is available in the website (dde.vidyasagar.ac.in) from 18.11.2021.
2. Download the **manual** for creating an online account in the University Examination Portal which is available on the website.
3. The candidates can create their account on the online Examination Portal **from 20.11.2021** by clicking on the “**Register**” tab. Before starting your registration process you are advised to go through the manual and keep one soft copy of Admit Card, containing the Enrollment cum Registration Number, Roll Number, Schedule of examination and other important information.
4. After creating the account regarding online examination candidates may take printouts of the Blank Answer Booklet from **20.11.2021 after 2.00 P.M from their own account**. One can take the several copies of blank Answer Booklets for all the scheduled examinations at a time.
5. Students are required to fill the top sheet of the blank answer booklet for each of the examination according to the information given in the Admit Card.
7. Question Booklets will be available on the same online account one hour before the scheduled time of examination.
8. After completion of the examination student have to upload the PDF file (maximum size 10 mb) of the answer scripts on the website from their own account within reasonable time on the same day of the examination. In case of any problem during uploading the answer scripts, students are directed to send those answer scripts (PDF file) through the following e-mail ids within the reasonable time on the same day failing of which students will be treated as ‘Absent’ for that examination.

For Bengali: bengali.dde@mail.vidyasagar.ac.in

For English: english.dde@mail.vidyasagar.ac.in

For History: history.dde@mail.vidyasagar.ac.in

For Political Science: polsc.dde@mail.vidyasagar.ac.in

For Sanskrit: sanskrit.dde@mail.vidyasagar.ac.in

For Commerce: commerce.dde@mail.vidyasagar.ac.in

For Botany: botany.dde@mail.vidyasagar.ac.in

For Chemistry: chemistry.dde@mail.vidyasagar.ac.in

For Computer Science: csc.dde@mail.vidyasagar.ac.in

For D.C.N.M.: dcnm.dde@mail.vidyasagar.ac.in

For Environmental Science: envs.dde@mail.vidyasagar.ac.in

For Physics: physics.dde@mail.vidyasagar.ac.in

Students are directed to upload the written answer script through the examination portal as far as practicable for smooth conduct of the examination.

Pdharu
12.11.21
Director, DDE
Vidyasagar University

Directorate of Distance Education



Vidyasagar University

Manual for opening an account in the

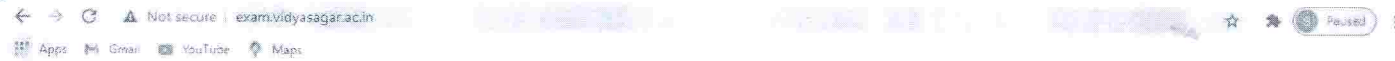
Online Examination Portal

For

DDE students

Step 1: Visit our website - <http://www.vidyasagar.ac.in/>

Step 2:

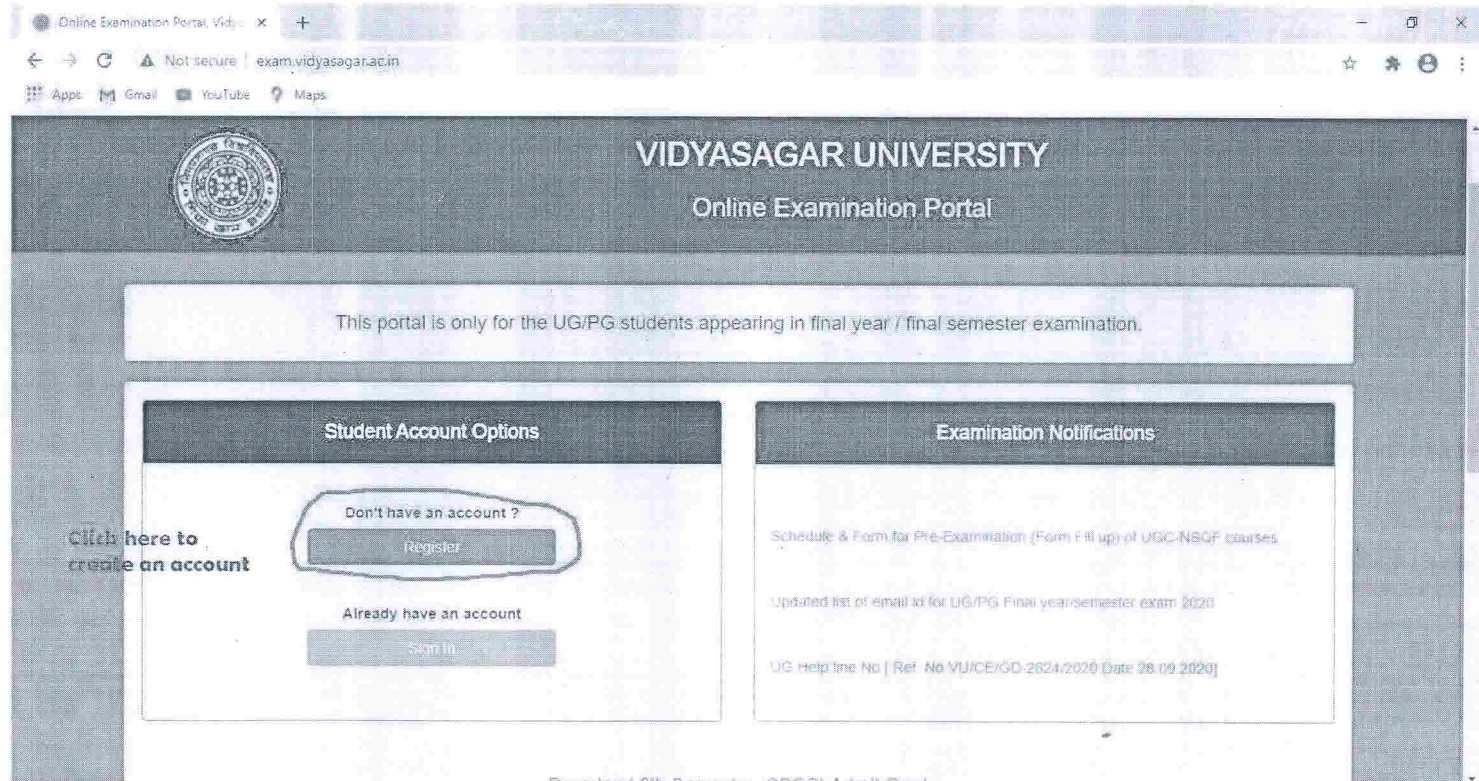


VIDYASAGAR UNIVERSITY


ONLINE EXAMINATION PORTAL

Online Form Fillup (UG Courses)	Click Here
Examination Portal <ul style="list-style-type: none">• M.A./M.Sc./M.Com.• BLISc/MLISc/MCA/MBA• M.Phil• M.A./M.Sc under Distance Education	Click Here

Step 3:



Step 4:



VIDYASAGAR UNIVERSITY
Online Examination Portal

New Student Registration

Name: **Write your name**

Date of Birth: **Set your DOB**
DD MM YY

Email: **Provide functional email id**

Mobile: **Provide functional mobile no.**

Institution: **Select the option DDE**

Course Type: **Select the option DDE**

Registration No: **As in your admit card**

Registration Year: **As in your admit card**

Roll No: **As in your admit card**

Enter Security Text: **ZVQ3Z**

Enter Security Code shown above:

Step 5:

After submitting the your details one OTP will be sent to your mobile number.

You have to submit that.

Step 6:

After verifying your OTP one page will be opened regarding the credential of your account. You may take a print out the same or note it. Then you have to enter your account.

Step 7:

After entering your account you have to upload your admit card (soft copy).

Step 8:

After uploading the admit card your account will be functional. Then follow the guidelines properly

Best of luck.