

# JHARKHAND UNIVERSITY OF TECHNOLOGY

## RANCHI, JHARKHAND

### Instructions for the Students:

1. The Principal/ Director/ Principal In-charge/ Examination Controller/ Nodal Officer will act as the Centre In-charge for their respective college.
2. Students will get assignment questions of their respective subjects through their college website/ email id / WhatsApp or any other suitable electronic media at the scheduled time (i.e., 10:00AM). Assignment questions can also be downloaded from the JUT website. In case of any problem, students are advised to contact their college Centre In-charge/ Examination Department.
3. Students will get 24 hrs. time duration for submitting their assignment sheet to their respective college in online mode (using emails/WhatsApp or any other digital media as intimated by their college/institute).
4. Students are advised to write their name, registration number, branch, Institute name and date of assignment in the first sheet of their assignments. Also, they are required to read the instructions as provided on their assignment question sheet, carefully and follow the instructions as given.
5. Students are advised to write answers on plain papers preferably A4 sheets. Further, they need to convert those handwritten papers into a single pdf file by scanning with pixel-rich mobile scanners like *Adobe Scan*. The name of the saved PDF file must follow the prescribed format, which is University registration number underscore subject code.pdf, (e.g. XaVB1111\_CS301.pdf , where XaVB1111 is considered as University Registration Number of the Student and CS301 is subject code).
6. Students are advised to upload their completed assignment pdf file within 24hrs. of scheduled commencement time of the assignment. In case of any difficulty faced while uploading their completed assignment sheet they are advised to inform their Centre Incharge/ Examination department of the same and act in accordance to their directions.