BOYS' HIGH SCHOOL AND COLLEGE ANNEXE
HOLY TRINITY SCHOOL

INSTRUCTIONS AND PROCEDURE FOR
ONLINE (SUBJECTIVE) 2021 – 2022
SECOND TERM EXAMINATION FOR CLASSES I TO III

1. Students will receive the link to access the Question Paper for the Online (subjective) Second Term Examination a day before the exam.

2. On the day of the exam, students are recommended to download the question paper immediately at **the starting time, i.e. 8:30 am**.

3. Students must write their answers on **A4 size ruled sheets/pages**. (Provision for the same should be made in advance)

4. Pages must be numbered in serial order with Name, Class, Section and Admission number mentioned on top of each sheet.

5. After completing the test, students need to scan or take a snapshot of each answer sheet and create a ***single PDF file*** for the complete set.

6. The single PDF file must be saved with : Class, Section, Name, Admission No. and Subject, for example 2A_Raj_123456_EnglishLanguage.

7. **Size of the single PDF file should not exceed 10 MB**.

8. The single PDF file created is to be sent to the **respective** Email IDs given below within 20 minutes after the concluding time of the examination.

CLASS	EMAIL ID	CLASS	EMAIL ID	CLASS	EMAIL ID
I-A	Class1A.hts@gmail.com	II-A	Class2A.hts@gmail.com	III-A	HtsClass3A@gmail.com
I-B	Class1B.hts@gmail.com	II-B	Class2B.hts@gmail.com	III-B	Class3B.hts@gmail.com
I-C	Class1C.hts@gmail.com	II-C	HtsClass2C@gmail.com	III-C	Class3C.hts@gmail.com
I-D	Class1D.hts@gmail.com	II-D	HtsClass2D@gmail.com	III-D	Class3D.hts@gmail.com
I-E	Class1E.hts@gmail.com	II-E	Class2E.hts@gmail.com	III-E	Class3E.hts@gmail.com

9. Subject of the E-mail must strictly be in the following format:
   <NAME> <ADM NO> <CLASS&SEC> <SUBJECT>
   For example: KAPIL KUMAR 246809 2A ENG LANG

10. Students will be given ***one and half an hour*** for writing their exam and ***20 minutes*** for sending their PDF file.

11. **It is compulsory for the students to appear in the examination in order to be promoted to the next class.**

Boys' High School and College, Prayagraj

TIME TABLE - Classes I, II, III

Second Term Examination (2021-22) – Subjective

DATE	DAY	CLASS I	CLASS II	CLASS III
08/11/2021	Monday	English Language	English Language	English Language
09/11/2021	Tuesday	English Literature	English Literature	English Literature
10/11/2021	Wednesday	E.V.S.	E.V.S.	Science
11/11/2021	Thursday	Hindi	Hindi	Hindi
12/11/2021	Friday	Computer Studies	Computer Studies	Computer Studies
13/11/2021	Saturday	Maths	Maths	Maths
15/11/2021	Monday			Social Studies