


**INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD
OFFICE OF THE DIRECTOR EXAMINATIONS**

IIUI/D.Exams/2021-4051

January 06, 2021

Examination Package for Online Terminal Examinations, Fall 2020.

1. (Online) Terminal examinations for Fall semester 2020 are scheduled to be held from **18th January 2021**. In this regard, a comprehensive Examination Package has been devised containing detailed instructions for faculty members as well as students on how to carry out this activity smoothly. The package is comprised of the following: -
 - i. Examination Policy/Code for the Terminal Examinations.
 - ii. Guidelines for Teachers for Terminal Examinations.
 - iii. Answer-sheet Template.
 - iv. FAQs related to Open Book Examination.
 - v. Video tutorials for **Students** on **a)** Attempting Terminal Examination (Activity) via desktop/laptops, **b)** Attempting Terminal Examination (Activity) via mobile phones.
 - vi. Video tutorials for **Teachers** on **a)** How to create and upload the terminal Examination activity. **b)** How to automate /process result and Award List Fall-2020.
2. All the Deans and HoDs are requested to share these tutorials with all the faculty members and advise the faculty members to share the same with their students as well. It is hereby reiterated that all the faculty members should train their students as per guidelines shared herein.
3. IIU authorities exceedingly appreciate and acknowledge dedicated efforts and expertise of Ms. Nosheen Syed Additional Director (A & E), Ms. Samina Asgahr Ali (FMS) and Dr. Mehrosh Khalid (FBAS) in devising and preparation of this comprehensive Exam Package.


INAM UL HAQ
Director (Examinations)

06-01-2021

Distribution:

1. All the Deans of Faculties/DG IIIE /HoDs
2. Director Academics/ Director IT/ IT Team / LMS Team
3. All Assistant Director (Coordinators) Male/ Female
5. All Exams Officers

C.c : SPS to President IIU, All Vice Presidents, Convener Apex Committee