

Maharaja Agrasen Institute of Management Studies

(A unit of Maharaja Agrasen Technical Education Society)

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001:2015 Certified Institution

Sector- 22, Rohini, Delhi- 110086, India



CRITERION 2



2.5 EVALUATION PROCESS AND LEARNING OUTCOMES

Metric 2.5.1



Maharaja Agrasen Institute of Management Studies

(A unit of Maharaja Agrasen Technical Education Society)

Maharaja Agrasen Chowk, Sector-22, Rohini, Delhi-110086, INDIA; www.maims.ac.in

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001:2015 Certified Institute

Criteria 2: Teaching Learning and Evaluation

Key Indicator- 2.5 Evaluation Process and Reforms

2.5.1. Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

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Miscellaneous



MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

ISO 9001:2008 Certified

Ref No.

Date, **October 22, 2020**

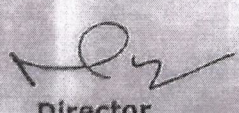
Office Order

Dr. Manoj Verma


COE (Examinations) &

Faculty in Department of Business Administration

- In pursuance of the guidelines prescribed in the Institutional Accreditation Manual of NAAC for the accreditation of higher education institutions for ensuring quality monitoring and improvement of Academic Parameters in the Institute, you are hereby directed that you will take care/correspondence/liaison/ follow-up the Regulatory Authorities i.e. GGSIP University, DHE, BCI etc. as and when required & according to the requirements from time to time relating to all works of Admissions, Courses Approvals, Examinations etc. (during Academic Session 2020-21) in addition to your present duties as COE (Examinations) & Faculty in the Department of Business Administration.
- You will perform your duty in consultation with the Head of the Department of various courses & after taking due approval from the undersigned.
- The Official Email id is already allotted as - coe@maims.ac.in
- The Official records will be maintained by Mr Surender Garg, Admin In-charge (adminincharge@maims.ac.in).
- Ms Poonam Narang, Office Executive (officeexecutive@maims.ac.in) will assist for any secretarial works related under reference.
- Travelling/Conveyance and any other incidental expenses are allowable as per Institute rules.

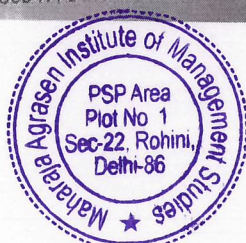

Director


Copy to: All concerned of MATES/MAIMS


Receiver

Maharaja Agrasen Chowk, Sector -22, Rohini Delhi-110086

Ph: 8448186947, 8448186950 E-mail : maimsrohini@yahoo.co.in Website : www.maims.ac.in




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

ISO 9001:2008 Certified

Ref No.

Date
Saturday, July 11, 2020

Office Order

Dr. Manoj Verma

Assistant Professor in Management and Course Coordinator-BBA
Department of Business Administration, MAIMS

In pursuance of the guidelines prescribed in the Institutional Accreditation Manual of NAAC for the accreditation of higher education institution for ensuring quality monitoring and improvement of Academic Parameters in the Institute, you are appointed as the **Coordinator of Examinations (COE)** with immediate effect.

You will look after internal and semester examinations as well as all affairs related to the University.

[Signature]

Prof. (Dr.) S K Garg
Director General

Copy to:

1. All concerned of MATES/MAIMS through Email, WhatsApp Group/Broadcast List
2. Director, MAIMS for information and N/A
3. Guard File

Received

[Signature]

Maharaja Agrasen Chowk, Sector -22, Rohini Delhi-110086
Ph : 8448186947, 8448186950 E-mail : maimsohini@yahoo.co.in Website : www.maims.ac.in



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

(AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, DELHI)

ISO 9001:2008 Certified

Ref No.

Wednesday, September 16, 2020
Date.....

Office Order

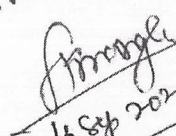
Dr. Sanjay Kr. Mangla
Associate Professor and HoD (Economics)

Subject: Appointment of Centre Superintendent

With reference to the GGSIP University Notice GGSIPU/Exam/Conduct /2020/169 dated September 8, 2020 regarding conduct of the End Term Examinations of the Final year/Semester students September-October and another GGSIP University Notice GGSIPU/Exam/Conduct/2020 dated September 15, 2020 regarding Duties and Responsibilities of Centre Superintendent, Deputy Centre Superintendent and Invigilators,

You are appointed as Centre Superintendent for the said examinations in the Institute.


Director

Received with thanks

16 Sep 2020

Maharaja Agrasen Chowk, Sector -22, Rohini Delhi-110086

Ph : 8448186947, 8448186950 E-mail : maimsrohini@yahoo.co.in Website : www.maims.ac.in




Director

**Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86**

Department of Business Administration



DrShaveta Gagneja <shavetagagneja.faculty@maims.ac.in>

Fwd: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 30th January 2021, Session III, 3:30 pm to 5:00 pm.

COE MAIMS <coe@maims.ac.in>

To: shavetagagneja.faculty@maims.ac.in

29 July 2022 at 11:50

----- Forwarded message -----

From: **Director MAIMS** <director@maims.ac.in>

Date: Sun, 31 Jan 2021, 12:26 pm

Subject: Re: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 30th January 2021, Session III, 3:30 pm to 5:00 pm.

To: Manoj Verma <coe@maims.ac.in>

Acknowledged.

On Sun, 31 Jan 2021, 10:17 am Manoj Verma, <coe@maims.ac.in> wrote:
To,

The Controller of Examination
GGSIPU
New Delhi

Subject: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 30th January 2021, Session III, 3:30 pm to 5:00 pm.

Dear Sir,

Online Proctored Examination of BBA, Semester-3, Subject: Business Law (BBA 201) was conducted by the university today 30th January 2021, Session III, 3:30 pm to 5:00 pm..

Some students have faced problems during the examination. The details of the problems faced by such a students are given below:

S.No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submission
1	Aryan Tejasvi Bhargava	06161101719	BBA	3rd	BBA201	Business Law	Technical issue
2	Madan kumar	09114701719	BBA	3rd	BBA201	Business Law	Student claims not to get mail of today's exam and internet problem.

We request you to take the necessary corrective action in the interest of the student.



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

Fwd: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:00 pm.

COE MAIMS <coe@mains.ac.in>
To: shavetagagneja.faculty@mains.ac.in

----- Forwarded message -----

From: **Director MAIMS** <director@mains.ac.in>

Date: Wed, 3 Feb 2021, 9:21 pm

Subject: Re: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:00 pm.

To: Manoj Verma <coe@mains.ac.in>

Acknowledged

On Wed, 3 Feb 2021, 9:18 pm Manoj Verma, <coe@mains.ac.in> wrote:

To,

The Controller of Examination
GGSIU
New Delhi

Subject: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:

Dear Sir,

Online Proctored Examination of BBA, Semester-3, Subject: Marketing Management (BBA 203 / old code BBA205) was conducted by the university today 2nd February

Some students have faced problems during the examination. The updated details of the problems faced by such students are given below:

S.No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submit
1	Deepak Gautam	14914701719	BBA	3 rd	BBA203	Marketing Management	While giving the test, after 15-20 minutes camera
2	Namit Anand	35714701719	BBA	3 rd	BBA203	Marketing Management	Joined at 11.30, but faced technical glitch in mike
3	Anupam Bhargav	07414701719	BBA	3 rd	BBA203	Marketing Management	Joined at 11.30, but due to internet problem was
4	Karan Malhotra	60614701716	BBA	3 rd	BBA205	Marketing Management	Due to technical problem, was unable to connect
5	Ankit Ghuta	01261101716	BBA	3 rd	BBA205	Marketing Management	Unable to login to website
6	Jayesh Jindal	00714701719	BBA	3 rd	BBA203	Marketing Management	Not able to join in time due to network connect

We request you to take the necessary corrective action in the interest of the student.

Dr. Manoj Verma
sd/-
Coordinator of Exams,
Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
Maharaja Agrasen Chowk, PSP Area,
Sector-22, Rohini
New Delhi-110086
Phone: +91 9811735990
Email: coe@mains.ac.in
Website: www.mains.ac.in




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@maims.ac.in>

Fwd: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:00 pm.

COE MAIMS <coe@maims.ac.in>
To: shavetagagneja.faculty@maims.ac.in

----- Forwarded message -----

From: Manoj Verma <coe@maims.ac.in>

Date: Tue, 2 Feb 2021, 7:04 pm

Subject: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:00 pm.

To: Controller of Examination <coe@ipu.ac.in>, <examconduct2@gmail.com>, <examconduct@ipu.ac.in>, <examssupport@ipu.ac.in>

Cc: Director MAIMS <director@maims.ac.in>

To,

The Controller of Examination

GGSIU

New Delhi

Subject: Problem faced by students during online proctored examination of BBA 3rd Semester conducted on 2nd February, 2021, Session II, 12:00 pm to 2:00 pm

Dear Sir,

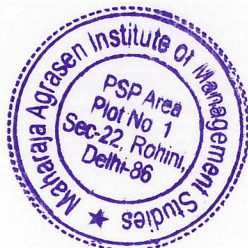
Online Proctored Examination of BBA, Semester-3, Subject: Marketing Management (BBA 203 / old code BBA205) was conducted by the university today 2nd February 2021.


Some students have faced problems during the examination. The details of the problems faced by such students are given below:

S.No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submission
1	Deepak Gautam	14914701719	BBA	3rd	BBA203	Marketing Management	While giving the test, after 15-20 minutes camera au
2	Namit Anand	35714701719	BBA	3rd	BBA203	Marketing Management	Joined at 11.30, but faced technical glitch in mike an
3	Anupam Bhargav	07414701719	BBA	3rd	BBA203	Marketing Management	Joined at 11.30, but due to internet problem was not
4	Karan Malhotra	60614701716	BBA	3rd	BBA205	Marketing Management	Due to technical problem, was unable to connect to
5	Ankit Ghuta	01261101716	BBA	3rd	BBA205	Marketing Management	Unable to login to website

We request you to take the necessary corrective action in the interest of the student.

Dr. Manoj Verma
Coordinator of Exams,
Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
Maharaja Agrasen Chowk, PSP Area,
Sector-22, Rohini
New Delhi-110086
Phone: +91 9811735990
Email: coe@maims.ac.in
Website: www.maims.ac.in




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@mains.ac.in>

Fwd: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 3rd February, 2021, Session II, 12:00pm to 2:00 pm.

COE MAIMS <coe@mains.ac.in>
To: shavetagagneja.faculty@mains.ac.in

29 July 2022 at 11:49

----- Forwarded message -----

From: Director MAIMS <director@mains.ac.in>

Date: Wed, 3 Feb 2021, 9:16 pm

Subject: Re: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 3rd February, 2021, Session II, 12:00pm to 2:00 pm.

To: Manoj Verma <coe@mains.ac.in>

Acknowledged.

On Wed, 3 Feb 2021, 9:09 pm Manoj Verma, <coe@mains.ac.in> wrote:

To

The Controller of Examination

GGSIPU

New Delhi

Subject: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 3rd February, 2021, Session II, 12:00 pm to 2:00 pm.

Dear Sir,

Online Proctored Examination of BBA, Semester-5, Subject: Production & Operations Management (BBA 303) was conducted by the university today 3rd February 2021, Session II, 12:00 pm to 2:00 pm.


Some students have faced problems during the examination. The details of the problems faced by such a students are given below:

S. No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submission
1	Jayant Gupta	35814701718	BBA	5 th	BBA 303	Production and Operations Management	Unable to login due to some technical glitch
2	Naman Kanojia	04714701717	BBA	5 th	BBA 303	Production and Operations Management	Due to the Network issues

We request you to take the necessary corrective action in the interest of the student.

Dr. Manoj Verma
Coordinator of Exams,




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@mains.ac.in>

Fwd: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 10th February, 2021, Session II, 12:00 pm to 2:00 pm.

COE MAIMS <coe@mains.ac.in>
To: shavetagagneja.faculty@mains.ac.in

29 July 2022 at 11:49

----- Forwarded message -----

From: COE MAIMS <coe@mains.ac.in>
Date: Wed, 10 Feb 2021, 9:00 pm
Subject: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 10th February, 2021, Session II, 12:00 pm to 2:00 pm.
To: Controller of Examination <coe@ipu.ac.in>, <examconduct2@gmail.com>, <examconduct@ipu.ac.in>, <examsupport@ipu.ac.in>
Cc: Director MAIMS <director@mains.ac.in>

To

The Controller of Examination
GGSIPU
New Delhi

Subject: Problem faced by students during online proctored examination of BBA 5th Semester conducted on 10th February, 2021, Session II, 12:00 pm to 2:00 pm.

Dear Sir,

Online Proctored Examination of BBA, Semester-5, Subject: Goods & Services Tax (BBA 309) was conducted by the university today 10th February 2021, Session II, 12:00 pm to 2:00 pm.

Some students have faced problems during the examination. The details of the problems faced by such a students are given below:

S.No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submission
1	Jatin Gaur	03661101718	BBA	5	BBA 309	Goods & Services Tax	Network was down in the area, was not able to connect through the internet

We request you to take the necessary corrective action in the interest of the student.

Dr. Manoj Verma
Coordinator of Exams,

Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
Maharaja Agrasen Chowk, PSP Area,
Sector-22, Rohini
New Delhi-110086
Phone: +91 9811735990



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@maims.ac.in>

Fwd: Problem faced by students during online proctored examination of BBA 1st Semester conducted on 10th April, 2021, Session III, 03:30 pm to 5:00 pm.

COE MAIMS <coe@maims.ac.in>
To: shavetagagneja.faculty@maims.ac.in

29 July 2022 at 11:48

----- Forwarded message -----

From: COE MAIMS <coe@maims.ac.in>

Date: Mon, 12 Apr 2021, 6:01 pm

Subject: Problem faced by students during online proctored examination of BBA 1st Semester conducted on 10th April, 2021, Session III, 03:30 pm to 5:00 pm.

To: <examconduct@ipu.ac.in>, Controller of Examination <coe@ipu.ac.in>, <examssupport@ipu.ac.in>

To

The Controller of Examination
GGSIPU
New Delhi

Subject: Problem faced by students during online proctored examination of BBA 1st Semester conducted on 10th April, 2021, Session III, 03:30 pm to 5:00 pm.
Dear Sir,

Online Proctored Examination of BBA, Semester-1, Subject: Management Process & Organizational Behaviour (BBA 301) was conducted by the university today 10th April 2021, Session III, 03:30 pm to 5:00 pm.

Some students have faced problems during the examination. The details of the problems faced by such students are given below:

S.No.	Name of the Student	Enrollment number	Program	Semester	Subject Code	Subject Title	Reason for Non Participation or Non submission
1	Prakash Kumar	09014701720	BBA	1st	BBA 101	Management Process and Organisational Behaviour	Login issues
2	Gaurav Kumar	04114701720	BBA	1st	BBA 101	Management Process and Organisational Behaviour	Login & network issues
3	Prerit Bhageria	09514701720	BBA	IST	BBA 101	Management Process and Organisational Behaviour	Network issue
4	Kushal Jain	07114701720	BBA	Ist	BBA 101	Management Process and Organisational Behaviour	Registration Issues
5	Gantavaya Chauhan	03914701720	BBA	1st	BBA 101	Management Process and Organisational Behaviour	Registration Issues



Director

Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

Department of Commerce

To,

The Controller of Examination

GGSIPU

New Delhi

Subject: Problem faced by students during online proctored examination of B.Com(H)

Conducted on 1st Feb 2021, Session I , 9:30 am to 11 am.

Dear Sir,

Online Proctored Examination of B.Com.(H), Semester-5, Subject: Income Tax Law and practice (BCOM 301) was supposed to be conducted by the University today ,1st Feb 2021,Session I during 9:30 am to 11 am (as per GGSIPU date sheet), but due to some technical issues it was started at 11:20 am.It was chaotic situation for the students as they were under fear related to the end timings of the exam.

Dr. Manju Gupta HOD,

Department of Commerce

Maharaja Agrasen Institute of Management Studies

Rohini, Sector-22 Delhi-110086



Director

Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@mains.ac.in>

Fwd: Problem faced by students in exam date 2 February 2021

COE MAIMS <coe@mains.ac.in>
To: shavetagagneja.faculty@mains.ac.in

29 July 2022 at 11:47

----- Forwarded message -----

From: **COE MAIMS** <coe@mains.ac.in>
Date: Thu, 27 May 2021, 4:14 pm
Subject: Fwd: Problem faced by students in exam date 2 February 2021
To: <Rachnajain.faculty@mains.ac.in>

----- Forwarded message -----

From: **HOD Commerce** <hodcommerce@mains.ac.in>
Date: Tue, 2 Feb 2021, 8:04 pm
Subject: Problem faced by students in exam date 2 February 2021
To: <coe@mains.ac.in>

To,

The Controller of Examination
GGSIPU
New Delhi

Subject: Problem faced by students during online proctored examination of B.Com(H) Conducted on 2nd Feb 2021, Session I, 9:30 am to 11 am.

Dear Sir,

Online Proctored Examination of B.Com.(H), Semester-3, Subject: Marketing Management (BCOM 201) was supposed to be conducted by the University today ,2nd Feb 2021,Session I during 9:30 am to 11 am (as per GGSIPU date sheet), but examination page was quite unresponsive for longer period of time and it crashed several times. Every crash was counted as navigation and due to this many students had to submit incomplete paper or they have just marked answers for the sake of completing the paper. Even faced lots of issue while submitting .It was chaotic situation for the students as they were under fear related to the submission and completion of the exam. The institute faculty members had to guide and pursue the students; only then they were able to appear in today's exam.

Therefore in the interest of the students, we request you to take the necessary corrective action for the future.

—
Best Regards
Dr Manju Gupta

HOD, Department of Commerce



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

To,

The Controller of Examination
GGSIPU
New Delhi

Subject: Problem faced by students during online proctored examination of B.Com(H) conducted on 30th January 2021, Session I, 9:30 am to 11 am.

Dear Sir,

Online Proctored Examination of B.Com.(H), Semester-5, Subject: Business Statistics (BCOM 209) was conducted by the university today 30th January 2021, Session I during 9:30 am to 11 am.

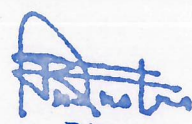
Some students have faced problems during the examination. The details of the problems faced by such a students are given below:

S.No.	Enrollment No.	Name of the Student	Problem faced
1.	02061188818	Manav Tomar	Had an error while logging in for the university online exam. He was unable to login for the exam even after 5-6 attempts.
2.	01661188818	Jaspreet Singh	He received 5 min left pop up on my screen then wheebox closed its tab so he is not sure that whether his paper was successfully submitted or not.
3.	40561188818	Pranshu Rajpal	Paper got automatically submitted. More than 15 minutes were remaining. He was not able to attempt all the questions because of automatic submission of paper.

Dr. Manju Gupta

HOD, Department of Commerce
Maharaja Agrasen Institute of Management Studies
Rohini, Sector-22
Delhi-110086




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



Department of Economics

DrShaveta Gagneja <shavetagagneja.faculty@mains.ac.in>

Fwd: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 30, 2021, Time: 12:00 PM – 02:00 PM

COE MAIMS <coe@mains.ac.in>
To: shavetagagneja.faculty@mains.ac.in

29 July 2022 at 11:51

----- Forwarded message -----

From: Director MAIMS <director@mains.ac.in>
Date: Mon, 1 Feb 2021, 8:44 pm
Subject: Re: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 30, 2021, Time: 12:00 PM – 02:00 PM
To: Manoj Verma <coe@mains.ac.in>

Acknowledged.

Prof. (Dr) Ravi Kumar Gupta

Director

Maharaja Agrasen Institute of Management Studies

(A Unit of Maharaja Agrasen Technical Education Society)

Maharaja Agrasen Chowk, PSP Area, Sector-22, Rohini

New Delhi -110086 (INDIA)

Phone: 91-8448186947

Email: director@mains.ac.in

Website: www.mains.ac.in

On Sat, 30 Jan 2021 at 22:34, Manoj Verma <coe@mains.ac.in> wrote:

To

The Controller of Examinations
GGSIU
New Delhi

Subject: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 30, 2021, Time: 12:00 PM – 02:00 PM

Dear Sir,

Online Proctored Examination of BA (H) Economics, Semester 3, Subject-History of Economic Thoughts (BAECO 205) was conducted by the University today (January 30, 2021) during 12:00 PM – 02:00 PM.

Several students faced a variety of problems during the examination. Some of the students could not upload their answer scripts on the portal. The details of such students are as under:

Sr. No.	Enrolment No.	Name of the Student	Problems faced
1	'00314721619	Manika Chugh	I was only able to view 2 sheets whereas I uploaded around 5 sheets for every answer
2	'02514721619	Anmol Arora	I have been trying to scan my examination paper for the last half an hour however I am receiving messages as under "Unable to




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

			complete previous operation due to low memory". Due to this I have not been able to upload a single sheet of my examination papers. I had informed my problem to the Proctor however he stated that he has no idea how to solve this problem
3	35214721619	Somya Jain	QR code was taking too much time in scanning so i wasn't able to upload all the sheets
4	03214721619	Sanskar Kapoor	Have uploaded the paper successfully but dialogue box was not completely visible

We request you to take the necessary corrective action in the interest of students.

Dr. Manoj Verma
Coordinator of Exams,
Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
 Maharaja Agrasen Chowk, PSP Area,
 Sector-22, Rohini
 New Delhi-110086
 Phone: +91 9811735990
 Email: coe@mains.ac.in
 Website: www.mains.ac.in



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



DrShaveta Gagneja <shavetagagneja.faculty@mains.ac.in>

Fwd: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 28, 2021, Time:12:00 PM – 02:00 PM

COE MAIMS <coe@mains.ac.in>

To: shavetagagneja.faculty@mains.ac.in

29 July 2022 at 11:52

----- Forwarded message -----

From: **Director MAIMS** <director@mains.ac.in>

Date: Thu, 28 Jan 2021, 7:01 pm

Subject: Re: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 28, 2021, Time:12:00 PM – 02:00 PM

To: COE MAIMS <coe@mains.ac.in>

Noted.

On Thu, 28 Jan 2021, 6:51 pm Manoj Verma, <coe@mains.ac.in> wrote:

Dear sir,

this is regarding problem faced by students of Maharaja Agrasen Institute of Management Studies during Online Proctored Examination of BA (H) Economics, Semester 3, Subject-Intermediate Macroeconomics I (BAECO 203) was conducted by the University today (January 28, 2021) during 12:00 PM – 02:00 PM.

We request you to take the necessary corrective action in the interest of students.

With Regards.

Dr. Manoj Verma
Coordinator of Exams,
Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
Maharaja Agrasen Chowk, PSP Area,
Sector-22, Rohini
New Delhi-110086
Phone: +91 9811735990
Email: coe@mains.ac.in
Website: www.mains.ac.in

----- Forwarded message -----

From: **HOD Economics** <hodeconomics@mains.ac.in>

Date: Thu, 28 Jan 2021 at 17:00

Subject: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 28, 2021, Time:12:00 PM – 02:00 PM

To: Manoj Verma <coe@mains.ac.in>

January 28, 2021

To

The Controller of Examinations
GGSIPU
New Delhi



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

Subject: Problems faced by students during online proctored examination of BA (H) Economics conducted on January 28, 2021, Time: 12:00 PM – 02:00 PM

Dear Sir,


Online Proctored Examination of BA (H) Economics, Semester 3, Subject-Intermediate Macroeconomics I (BAECO 203) was conducted by the University today (January 28, 2021) during 12:00 PM – 02:00 PM.

Several students faced a variety of problems during the examination. Some of the students either could not appear in the examination or could not upload their answer scripts on the portal. The details of such students are as under:

Sr. No.	Enrolment No.	Name of the Student	Problems faced
1	314721619	Manika Chugh	I was only able to view 2 sheets whereas I uploaded around 4 sheets for every answer
2	414721619	Varchas Sharma	Couldn't upload the images of the last question because of difficulty in scanning the QR code. I did install the app as mentioned in the guidelines
3	614721619	Prashita Tomer	Couldn't upload the images of the last question because of difficulty in scanning the QR code. I did install the app as mentioned in the guidelines
4	2014721619	Shobhit Bansal	Couldn't upload the images of the last question because of difficulty in scanning the QR code. I did install the app as mentioned in the guidelines
5	2914721619	Deepanshu Mishra	not able to open exam link and it shows the error that your time to complete this test has expired so could not appear in exam
6	3014721619	Allan Charles Swamy	unable to upload the last answer sheet of the exam as the site wasn't accepting or got stuck on something. Even messaged the proctor about it.
7	3314721619	Shruti Garg	I am not able to upload my full answer sheet only one page is uploaded because when I scanned QR code for second time it said it's is invalid code and after that test link was expired
8	3414721619	Bhavit Khatri	I have typed all the answers in description box and haven't uploaded any sheet
9	3514721619	Arjun Singh	Couldn't upload all the images of one of the questions because of difficulty in scanning the QR code. I did install the app as mentioned in the guidelines
10	35514721619	Suryansh Singh Pawar	I have typed two of my answers in the description box and for one question, I have uploaded the answer sheet

We request you to take the necessary corrective action in the interest of students.




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

Best Regards

Dr. Sanjay Kumar Mangla

Associate Professor and Head

Department of Economics

Maharaja Agrasen Institute of Management Studies

(A Unit of Maharaja Agrasen Technical Education Society)

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Maharaja Agrasen Chowk, PSP Area, Sector-22, Rohini

New Delhi -110086 (INDIA)

Phone: 91-9868774864

Email: hodeconomics@mains.ac.in

Website: www.mains.ac.in



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86

Department of Law

Date 29 May, 2021

The Controller of Examinations,
GGSIP University,
Delhi.

Respected Sir/Madam

This mail is with reference to the BA LLB second semester examinations which were held last year. Unfortunately, I could not appear in four of the five examinations due to the fact that my father was hospitalized for 10 days (discharge summary of hospital attached with admission date and discharge date) due to his adverse condition owing to COVID-19 (report attached) and my mother was in home isolation since she had also contracted COVID-19 (report attached). I along with my sister had to travel to and fro from the hospital because of which I could not prepare and therefore, could not sit for the examinations.

Also, the notice issued by the college (notice attached) clearly states that "the students having active COVID-19 (positive) status are not allowed to visit the examination centres for appearing in the examinations". I had sent my parents COVID-19 report to Dr. Anuradha Mam during that time.

Sir/Madam, I am also attaching the press release of Bar Council of India and High Court for your kind reference (attached).


Considering the above mentioned fact, I would like to request you to kindly waive off my re-appearance fees for the examinations since the above stated concerns are genuine with all the evidences attached and allow me to appear in the forthcoming re-scheduled BA LLB second semester examinations.

I would be happy to furnish any further documents for further clarification if required.

Looking forward for a positive response.

Thanks and Regards
Vansh Paul
BA LLB, IV semester
Guru Gobind Singh Indraprastha University
New Delhi.
Contact No. 7065551012, 9820383382




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



Dr Shaveta Gagneja <shavetagagneja.faculty@maims.ac.in>

Fwd: Regarding request of a student to waive off reappear examination fees.

COE MAIMS <coe@maims.ac.in>
To: shavetagagneja.faculty@maims.ac.in

29 July 2022 at 11:47

----- Forwarded message -----

From: COE MAIMS <coe@maims.ac.in>

Date: Wed, 2 Jun 2021, 7:39 pm

Subject: Regarding request of a student to waive off reappear examination fees.

To: Controller of Examination <coe@pu.ac.in>, <examconduct@pu.ac.in>, <examconduct2@gmail.com>, <examsupport@pu.ac.in>

Cc: Director MAIMS <director@maims.ac.in>, HOD LAW <hodlaw@maims.ac.in>

Dear Sir,

Greetings of the day.

Please find enclosed the request of Mr. Vansh Paul (Er. No. 09414703819) a student of BA LLB programme at Maharaja Agrasen Institute of Management Studies to waive off reappear examination fees. This student was not able to appear in his second semester exams held in December, 2020 due to ailment of his parents of Covid-19. He has attached several documents as proof.

Now the student has to reappear in 4 out of 5 papers of BALLB second semester and for which he has to deposit a reappear fee of Rs. 2400/- . The student is requesting you to waive off reappear fees due to financial problems in his family.

The matter seems to be very urgent as the Rcs are to be submitted to university by 8th June, 2021. Therefore, it is hereby requested to do the needful in this regard.

waiting for a prompt reply from your side.

Regards

Dr. Manoj Verma

Coordinator of Exams,

Maharaja Agrasen Institute of
Management Studies

(A unit of Maharaja Agrasen

Technical Education Society)

Maharaja Agrasen Chowk, PSP Area,

Sector-22, Rohini

New Delhi-110086

Phone: +91 9811735990

Email: coe@maims.ac.in

Website: www.maims.ac.in

7 attachments

Father's COVID-19 report.pdf

266K

Father's Hospital Discharge Summary.pdf

162K

Letter to COE.docx

13K

Mother's COVID-19 report.pdf

251K

Notice issued by University.pdf

374K

Press Release of Bar Council of India dated 01.11.2020.pdf



Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86



Dr Shaveta Gagneja <shavetagagneja.faculty@maims.ac.in>

Fwd: Problems faced by students during online proctored examination of BA LLB 7th semester conducted on February 2, 2021, Time: 3:30 PM – 05:00 PM

COE MAIMS <coe@maims.ac.in>
To: shavetagagneja.faculty@maims.ac.in

29 July 2022 at 11:49

----- Forwarded message -----

From: HOD LAW <hodlaw@maims.ac.in>
Date: Thu, 27 May 2021, 3:06 pm
Subject: Fwd: Problems faced by students during online proctored examination of BA LLB 7th semester conducted on February 2, 2021, Time: 3:30 PM – 05:00 PM
To: Manoj Verma <coe@maims.ac.in>

Sir, I am forwarding the earlier record of forwarding of matter of problem faced in Online Exam of 7th semester by one student Manvi Kakroo. This student has sent mail now after declaration of result which I am also forwarding to you.

Submitted for further necessary action please.

Regards

----- Forwarded message -----

From: Manoj Verma <coe@maims.ac.in>
Date: Wed, 3 Feb 2021 at 21:17
Subject: Problems faced by students during online proctored examination of BA LLB 7th semester conducted on February 2, 2021, Time: 3:30 PM – 05:00 PM
To: Controller of Examination <coe@ipu.ac.in>, <examconduct2@gmail.com>, <examssupport@ipu.ac.in>, <examconduct@ipu.ac.in>
Cc: Director MAIMS <director@maims.ac.in>

To

The Controller of Examinations
GGSIU
New Delhi

Subject: Problems faced by students during online proctored examination of BA LLB 7th semester conducted on February 2, 2021, Time: 3:30 PM – 05:00 PM

Dear Sir,

Online Proctored Examination of BA LLB Semester 7, Subject- Labour Laws-I (LLB 401) was conducted by the University on February 2, 2021 during 03:30 PM – 05:00 PM.

Several students faced a variety of problems during the examination. One student logged out of Exam. The details of such student are as under:

Sr. No	Enrolment No	Name of the student	Problem faced
1	05114703817	Manvi Kakroo	"I was logged out of my exam and was unable to proceed with it, my proctor couldn't see me and my screen blacked out. My web cam was




Director
Maharaja Agrasen Institute
of Management Studies
Sector-22, Rohini, Delhi-86


		working fine but it was not working on the server. I tried to connect to the help line number but they did not pick up."
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We request you to take the necessary corrective action in the interest of the student.

Regards

Dr. Manoj Verma
Coordinator of Exams,
Maharaja Agrasen Institute of
Management Studies
(A unit of Maharaja Agrasen
Technical Education Society)
Maharaja Agrasen Chowk, PSP Area,
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Director
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