

LAW CENTRE II **UNIVERSITY OF DELHI**

Important Instructions for the LL.B. Students of Law Centre II Appearing in the LL.B. I/III/V Semesters OBE Examinations April 2022

1. Students must login on <https://obe.uod.ac.in> with their valid credentials to write the examination.
2. Before starting the exam, students are advised to find ways to make a “Single PDF File” of a number of pages (of size less than 7 MB), as this is the maximum size limit for uploading a single answer on OBE portal.

Answering Question Paper, Duration and Submission of Answer Script:

3. The students shall answer the questions on A4 Size papers (ruled or plain) with black or blue pen. All the sheets should be serially numbered on the top of each page.
4. On first page, the students shall write the following details (providing any other personal information like email ID, Mobile No and Name of the College will be treated as unfair means and action will be taken as per University rules):
 - a) Date and time of examination (DD/MM/YYYY, HRS:Min):
 - b) Examination Roll Number:
 - c) Name of the Program i.e. LL.B.
 - d) Semester:
 - e) Unique Paper Code (UPC):
 - f) Title of the Paper:

Please note that these details are not to be written before each question.

5. Students should press “Submit Button” on the portal only after carefully checking the answers that have been uploaded and after ensuring that all the answers are uploaded properly and all other details are properly complied with.
6. Step by Step guidelines and detailed instructions are already available at <https://obe.uod.ac.in> and students are advised to read them carefully before exam.
7. The students will get three hours for answering question paper and one hour for IT based activities (downloading, scanning the answer sheets and

uploading etc). If students failed to submit on portal within these four hours due to poor connectivity issues, such students may also submit his answer script during fifth hour on the portal. However all such students submitting during fifth hour must keep with themselves the documentary evidences of poor connectivity and failed submission during first four hours and ready to produce those evidences on demand.

IMPORTANT (Submission through e-mail):

In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit their script even beyond five hours with the documentary evidence to the designated email IDs. The maximum time limit for delayed submission is 30 minutes (documentary evidence of failed submission on the portal must be attached). The emails without the documentary evidences of failed submissions not containing the specific reasons would be rejected.

For Convenience, see the below chart.

OBE Portal Time Line

Login Time	Exam Commencement	Exam End	Upload on OBE Portal	Delayed Submission on OBE Portal	Delayed Submission on Email
9.30 AM	10.00 AM	01.00 PM	Till 02.00 PM	From 02.00 PM Till 03.00 PM	After 3.00 PM Till 3.30 PM

Email Ids for delayed submission on email are as follows:

(A) For Ist Semester: obe1styear@lc2.du.ac.in

(B) For IIIrd Semester: obe2ndyear@lc2.du.ac.in

(C) For Vth Semester: obe3rdyear@lc2.du.ac.in

Note:

1. The students are encouraged to submit their answer scripts on Portal. Because e-mail submission may cause delay in the declaration of results.

2. The option of e-mailing of answer scripts should only be exercised in **very exceptional circumstances** of low or poor internet connectivity with documentary evidence (3 or 4 screen shots of failed submission on portal).
3. While submitting answer scripts through e-mail, the student must write roll no., date and time of the examination, Unique paper Code and Paper name, Programme and semester in the body of mail. Student must send a single e-mail containing all the four answers and the documentary evidence of failed submission on the portal. Total size of e-mail must not be more than 20 MB. Students must not send their answer scripts in Google Drive or any link etc. The student should simply attach the answer sheets with the e-mail. The students would not receive any acknowledgment or confirmation for the answer scripts submitted through e-mail.
4. Answers Scripts on e-mail will be accepted only after lapse of first five hours and within thirty minutes after first five hours with the documentary evidence.

Other Information:

- For any other issues during examination, the students may contact to the Nodal Officers as per follows:
 - (a) Dr. Santosh K Upadhyay (9899672423, obe3rdyear@lc2.du.ac.in): For Vth semester students.
 - (b) Dr. Ashutosh Acharya (8826674763, obe2ndyear@lc2.du.ac.in): For III semester students.
 - (c) Dr. Amrendra Kumar (9871372552, obe1styear@lc2.du.ac.in): For Ist semester students.

- Separate e-mail will be sent to PwBD students of Law Centre II regarding duration of examination, submission of answer scripts and others.

1. THESE GUIDELINES ARE SUBJECT TO ANY GUIDELINES ISSUED BY THE EXAMINATION BRANCH, UNIVERSITY OF DELHI.

3. IN CASE OF ANY QUERY, THE STUDENT SHOULD CONTACT THE RESPECTIVE NODAL OFFICER THROUGH E-MAIL.