



# MANARAT INTERNATIONAL UNIVERSITY

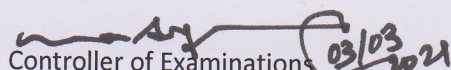


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## Instructions to the Students for appearing Mid-term/Final Assessments of Spring-2021/ Fall-2020 Final for BPM Students

Manarat International University (MIU) has decided to conduct the Mid-term/Final Assessments of Spring-2021/ Fall-2020 Final (for BPM Program) in Google Classrooms for all the programs except EEE (Evening). Students are advised to follow the guidelines:

1. Every student must require email account in "manarat" domain (Student's ID@manarat.ac.bd) to get Google Classroom link.
2. Student's Admit Card should be in open/unblock status.
3. The eligible students will be invited to the Google Classroom/Exam Hall through their e-mail addresses at least 24 hours ahead of each examination. Students not receiving such an invitation (before 24 hours of each exam) are advised to contact the Exam Office as soon as possible.
4. Students will join the particular Google Classroom/Exam Hall after getting each invitation from the Office of the Controller of Examinations for each of the courses.
5. Students have to join the respective Google Classroom/Exam Hall according to the published Mid-term Assessment Schedules.
6. Students must answer the questions and submit the respective answer scripts to the Google Classrooms as per instructions, guidelines, and/or advises given by the respective course teacher(s).
7. In case of any technical problem, such as, email ID in "manarat" domain (Your ID@manarat.ac.bd) and password are not found, email ID cannot be accessed or opened, etc, please contact the IT Department of MIU immediately for assistance (it-support@manarat.ac.bd).
8. If any student faces difficulties to open/access the question paper on time or to submit the answer scripts through the respective virtual exam room (Google Classroom), s/he is advised to contact the concerned course teacher or the respective department, instantly, for assistance.
9. Students are strongly advised **NOT TO UNENROLL** from the Google Classrooms of the Mid-term/Final Assessments before the publication of the final results of the current semester.

  
Controller of Examinations  
Manarat International University  
March 3, 2021