



# BASIRHAT COLLEGE

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**From:** H.O.D.

*Department of Mathematics*

**Date:** 12.03.2021

**Ref. No.** 03/2021

## Notice

This is to notify to all of my colleagues of our department that a meeting is going to be held on 12.03.2021 at 8.00 PM in online mode to discuss about the following agendas:

### Agendas:

1. Necessary actions to conduct End Semester Examination, 2021, of Mathematics (H & G) of Semester-I, III & V.
  - 1.1. Preparation of instructions for the students.
  - 1.2. Arrangement of a meeting with students of Mathematics (H & G) of Sem-I, III & V.
  - 1.3. Creation of Google Forms for collecting the answer scripts.
  - 1.4. Alternative channels for collecting answer scripts.
2. Discussion about our physically present at college during the said Examination.
3. Distribution of answer scripts of the said Examination.
4. Miscellaneous.

**N.B.:** Google Meet link: <https://meet.google.com/wrk-uapg-dei>

**H.O.D.**

*Department of Mathematics*  
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