



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad – 500100
NBA & NAAC A+ Accredited

Ref: SMEC/EXAMS/2019-20/013

Date: 12 July 2019

CIRCULAR

All the examination coordinators of concern department are requested to attend the meeting in the examination branch today by 10:30 AM

Agenda

1. Conduction of Internal exams of I,II, III,IV B.Tech I Semester
2. Conduction of I,II,III & IV B.Tech Regular/Supplementary Exams-December-2018
3. Invigilation Duties
4. Seating Plan
5. Question papers
6. Collection of Answer booklets
7. Instructions to the students
8. Instructions to the invigilators


CONVENER

Cc to: The Principal- For kind information

All HODs- For Kind Information