



KANYA MAHA VIDYALAYA, JALANDHAR (AUTONOMOUS)

DATE SHEET

For

**Bachelor of Vocation (Management & Secretarial Practices) Semester-I
(Exam Code: 111601)**

Theory Examination, November/December-2019

Evening Session: Time: 1:30 P.M. to 4:30 P.M. (Except, where indicated otherwise)

Venue: Commerce Block (KMV-I) (Except, where indicated otherwise)

Note: - The examination for the evening session will commence at 1:30 pm. **The candidates must reach the venue of examination at 1:00 pm sharp and must occupy their seats 15 minutes before the commencement of the examination, i.e. 1:15 pm sharp.** The answer books (along with Optical Mark Reader (OMR) Title Page) will be distributed at 1:15 pm sharp. Fifteen minutes will be given to fill the OMR sheet properly. OMR sheets will be filled under the supervision of invigilator as per the instructions given by him/her. The question paper will be distributed at 1:30 pm sharp for the evening session and the examination will continue till 4:30 pm.

Date	Day	Course Code	Course Title (Subject/Paper Code)
23-11-2019	Saturday	SECF-1492	Foundation Course (9358)
29-11-2019	Friday	BVML-1123/ BVML-1124	Computer Fundamentals (9307)/ Computer Fundamentals (8400) (Old Syll. 2018)
04-12-2019	Wednesday	BVML-1324/ BVML-1323	Work Management, Workplace, Health and Safety (9308)/ Work Management, Workplace, Health and Safety (8399) (Old Syll.2018)
07-12-2019	Saturday	BVML-1102	Communication Skills in English (9113)
11-12-2019	Wednesday	BVML-1325	Customer Relationship Management (9309)
14-12-2019	Saturday	BVML-1326	Office Management (9310)
18-12-2019	Wednesday	BVMM-1127/ BVMM-1125	MS-Office-I (9311)/ MS-Office-I (8401) (Old Syll. 2018)
21-12-2019	Saturday	AECD-1161	Drug Abuse : Problem, Management and Prevention (Compulsory) (9115)
24-12-2019	Tuesday	BVML-1421/ BVML-1031/ BVML-1431	Punjabi (Compulsory) (9103) or Basic Punjabi (9107)/ Punjab History and Culture (9110) (in lieu of Punjabi Compulsory)

Note: It is to bring to the notice of all the concerned that schedule of date sheet may vary due to some unforeseen administrative reasons. All the concerned are advised to check the date sheet from the college website or notices displayed outside the examination centres from time to time till the examinations are over.

***Examination Time for Foundation Course: 1:30 PM to 2:30 PM (Reporting Time 1:00 PM)**

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JALANDHAR
04-11-2019


Controller of Examinations


Chief Controller of Examinations