



**THE INSTITUTE OF
Company Secretaries of India**
भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

**Final Round of All India Company Law Quiz
18th September 2021 (to be held on Virtual Platform)**

Programme Schedule with Do's & Don'ts

Institute is planning to conduct final round on virtual platform. Weblink of same will be shared separately.

Program schedule of the same is given below for your ready reference:

Schedule time	Activity
09.00 am - 09.05 am	Welcome address by CS N Balasubramanian, Chairman-SIRC
09.05 am-09.10 am	Address by CS Devendra V. Deshpande, Vice President ICSI
09.10 am –11.10 am	Quiz for students of Foundation Program
11.10 am –11.30 am	Session Break
11.30 am -1.30 pm	Quiz for students of Executive Program
1.30 pm –2.00 pm	Session Break
2.00 pm –04.00 pm	Quiz for students of Professional Program
04.00 pm-04.05 pm	Concluding remarks by CS Chetan B Patel, Chairman, CoE Hyderabad
4.05 pm – 4.25 pm	Prize Distribution and Presidential Address by CS Nagendra D. Rao, President , ICSI
4.25 pm-4.30 pm	Vote of Thanks by CS Navajyoth Puttaparthi, Chairman-Hyderabad

Virtual Quiz delivery system monitors quiz conduct using webcam, Mic and screen share.

Participants need to follow some Do's and Don'ts for above Quiz, as per details given below :

- (i) The webcam must be installed strictly in front of the system, preferably on the top of the monitor, to show your face clearly.
- (ii) Participant's face must be visible fully in frame. No partial or complete exit from the camera's field of view is permitted.
- (iii) Participant's face should be in the centre of the webcam's field throughout the duration of the Quiz.
- (iv) Participant should ensure that his/her face is evenly lit, and there should not be light source behind participant's face.
- (v) Participant's attire should be formal.
- (vi) Participant's hair, clothing, hands, or anything else should not cover the face area at any point in time, throughout the Quiz duration.
- (vii) Sunglasses not to be worn during the Quiz. Only transparent and non-reflecting lenses/glasses are allowed.
- (viii) Participant should take part in quiz solitude and there should not be anyone else in the room apart from the participant.
- (ix) It is prohibited to leave/exit the workplace/location during the quiz, that may disqualify from playing further rounds.
- (x) There should not be voices or noise in the background throughout the duration of the Quiz.
- (xi) All programs or applications like MS Teams etc. that use the webcam, mic & screen share should not be used during the Quiz.
- (xii) Do not use unfair means during Quiz like mobile, other app support, using google etc. It can result in disqualification.
- (xiii) After completion of all rounds of the quiz, please follow the exit sequence to log out from the session
- (xiv) Participants are to follow all instructions of the Quiz master in letter & spirit
- (xv) Participants should ensure continuous supply of electricity / power backup and internet connectivity at his/her end for seamless conducting of quiz.
