

Shivaji University, Kolhapur
Centre for Distance and Online Education

Online MBA Programme

Standard Operating Procedure (SOP) for Examination

The detailed procedure for conducting the online MBA examination via a Learning Management System (LMS) with online proctoring, ensuring a smooth and efficient examination process.

Sections

1. **Pre-Exam Preparation**
 2. **Exam Communication**
 3. **Exam Day Procedures**
 4. **Post-Exam Activities**
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A. Pre-Exam Preparation

1. Meeting - Scheduling a meeting with pre-exam, post-exam, On-exam, and Cap Sections to discuss examination logistics and LMS training sessions and defining role and responsibilities of each department and employees.
2. Employee Login Credentials - Generating and distributing login credentials by LMS team for concerned employees in the exam sections.
3. Exam Form Filling- Providing instructions for students to fill out exam forms accurately and set a deadline for form submission
4. Sample Question Preparation - Communication with faculty to prepare sample questions for students and ensuring these are available on the LMS at least one week prior to the exam.
5. Seat Numbers and Hall Tickets - Generating seat numbers and hall tickets for students by Exam section (Pre-exam) and ensure these are accessible through the LMS
6. Time Table Declaration - Declaration of the exam timetable by Exam Section and ensure timely distribution to students.
7. Student Communication - Informing students about the examination details, including date, time, and format, via email and LMS announcements.
8. Question Paper Setters List – finalizing the list of question paper setters and inform to On-Exam section by BOS

9. Paper Setting Letters - Issue formal letters to faculty for paper setting, including guidelines and deadlines and Conduct follow-ups to ensure compliance.
10. Collection of Question Papers - Collection of all question papers and answer keys from faculty and Verified completeness and accuracy by the chairperson

B. Exam Communication

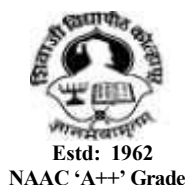
1. Training Sessions- Conducting training sessions for all departments on the LMS and proctored exam procedures.
2. Paper Uploading Staff Training -Providing specific training for staff responsible for uploading question papers to the LMS.
3. Student Log In Credentials - Distribute login credentials to students, ensuring they have access to the LMS.
4. Proctor Training - Conduct comprehensive training sessions for proctors on the online examination process and technology used.
5. Proctor Log In - Ensure proctors receive their login credentials and understand their roles and responsibilities.
6. Student Training - Organize sessions for students covering instructions regarding AI red flags, suspect data and reporting procedures and guidelines for the online-proctored exam
7. Mock Tests - Facilitate mock tests for students to familiarize them with the online examination format and platform.

C. Exam Day Procedures

1. Proctor Appointment - Appoint proctors from the exam appointment section based on availability and expertise and students count.
2. Internal Supervisor Schedule - Prepare and distribute a schedule for internal supervisors within departments.
3. Room Preparation - Ensure that all devices and internet arrangements are functioning correctly before the exam starts.
4. Technical Issue Resolution -Set up a support system to resolve any technical issues faced by students during the exam in real-time.
5. Attendance Register Maintenance - Maintain a register for attendance of program supervisors, proctors, and internal supervisors during the exam.
6. Copy Case Handling - Process applications from proctors reporting any irregularities, forwarding details to the Lapses department.

D. Post-Exam Activities

- 1. Present Absent Report** - Generate and distribute a report detailing attendance for the examination by LMS team and forwarded to OE1
- 2. Marks Submission** -Compile and submit marks to the concerned department (OE1) by the LMS team.
- 3. Ledger Checking** - Conduct a thorough ledger check at the exam section to ensure accuracy of recorded data.
- 4. Result Declaration** - Prepare and declare results in a timely manner, ensuring all stakeholders are informed.



Shivaji University, Kolhapur **Centre For Distance and Online Education**

Online MBA -Final Semester End Examination's **Do's & Don'ts**

Dear Students,

The Online MBA Programme follows a completely online, proctored examination system to ensure transparency, fairness, and academic integrity. As part of this process, a Final Semester End Proctor examination is being conducted from 10th August 2026.

Following are the examination **Do's & Don'ts**, **all the students must read carefully each instruction and must follow it strictly before appearing for the exam.**

DO's for the Proctor Examination

- 1. Use a laptop or Desktop Only**
Ensure you attempt the exam using a laptop or desktop computer. Mobile phones or tablets are strictly not recommended. If you give it through mobile or tablet it will be treated as invalid.
- 2. Check Internet Connectivity**
Use a stable and high-speed internet connection to avoid disconnections during the test.
- 3. Ensure Working Camera and Microphone**
Your webcam and microphone must be functional and enabled throughout the test, as continuous monitoring will be done.
- 4. Choose a Quiet and Well-Lit Room**
Sit in a noise-free room with sufficient lighting. Your face should be clearly visible to the camera at all times.
- 5. Keep Your ID Proof Ready**
Keep a valid photo ID (Adhar card, Pan card, College ID any Government ID) ready for verification, if asked by the proctor.
- 6. Login on Time**
Log in at least **20-30 minutes before** the scheduled time to complete system checks smoothly.

7. Read Instructions Carefully

Go through all on-screen instructions before starting the test.

8. Maintain Eye Contact with the Screen

Keep your focus on the screen during the test to avoid unnecessary flags by the proctoring system.

9. Participate Seriously

Treat the demo test like a real examination to gain proper familiarity with the process.

DON'Ts for the Proctor Examination

1. Do Not Use Mobile Phones

Students are requested not to keep mobile phones on the desk, on their person, or within reach, and to refrain from using them at any time during the test.

2. Do Not Change Browser or Tab

Avoid switching tabs, opening new windows, or minimizing the exam screen.

3. Do Not Sit in a Group or Public Place

Attempt the test individually. Group settings or public places are strictly prohibited.

4. Do Not Allow Anyone to Enter the Room

No other person should be present or enter the room during the test.

5. Do Not Cover Your Face or Camera

Avoid wearing caps, masks, or anything that obstructs facial visibility.

6. Do Not Eat During the Test

Eating or chewing gum during the test is not allowed. However, students are permitted to drink plain water, if required, without leaving their seat or obstructing the camera view.

7. Do Not Speak Unnecessarily

Talking, reading questions aloud, or responding to others may be treated as suspicious behaviour.

8. Do Not Ignore System Warnings

If the system gives a warning or alert, immediately follow the instructions shown on the screen.

9. Do Not Exit the Test Abruptly

Do not close the browser or shut down the system unless instructed by the proctor. In case of an extreme emergency (such as washroom urgency), students must follow the on-screen instructions or inform the proctor before leaving their seat.

10. Regarding Calculator

For the Business Statistics subject, a basic calculator will be provided on the screen itself. External calculators are not allowed.

11. Messaging

Students should not send messages on WhatsApp groups during the exams, if they have any issue, they may send a message in a chat box provided on exam screen.

Important

- All the students must present in proctor window before 30 minutes of actual commencing the examination time.
- No any student will be allowed to authenticate after 30 minutes of commencing the examinations.
- It is mandatory to share your entire screen at the time of examination.
- Ensure that your google chrome site settings are set allowed for camera, microphone, sound, virtual reality, automatic picture in picture etc.
- Students facing technical issues should report them immediately in the given chat box of the examination window.
- If the students fail to join exam withing the stipulated time he or she can not be allowed to appear for final examination.

***** Wishing you all the best *****

Team Online MBA



SHIVAJI UNIVERSITY, KOLHAPUR

Examination Section

Circular

Important Instructions for Online M.B.A.

1. Candidates should verify their seat number, exam schedule and subjects on the admit card (hall ticket) before the exam. Also, the instructions updated on the university website should be observed from time to time.
2. Candidates are compulsory required to keep with them any Id proof such as PAN Card, Adhar card, Driving licence etc.
3. It should be noted that the use of any kind of chits, book notes, notebooks, mobile phones, scientific calculators, digital diaries or similar devices while giving the online examination is prohibited.
4. Online examinees should ensure good quality internet connection for the examination and close all other portals except the online examination portal and close Instant Messaging Tools (Skype, AIM, MSN Messenger, Any desk, TeamViewer) and e-mail programs.
5. Online examinees should not minimize the exam portal webpage during the exam.
6. Ensure that the laptop/desktop is fully charged and continuous power supply is must.
7. The facility of shadow copy and revaluation shall not be available for Multiple Choice Question (MCQ) examinations, including those conducted in the form of case studies and caselets through the online mode.
8. No other person shall be present around the examinee during the examination.
9. There must be adequate lighting while giving the exam online.
10. After login by the examinee, the concerned students should verify the information therein.
11. Students appearing for the online examination shall make sure that their Desktop's or Laptop's Operating System is up-to-date, including the webcam.
12. Candidates should not accept any external phone calls on their mobiles while conducting the online examination.
13. If students have any queries regarding the login credentials they shall call to the teachers'/concern person before (For morning session 10.30 am and For afternoon session 2.30 pm) commencing the examination.

14. If you have any queries during the exam, the students are supposed to drop the message in the given chat box only.
15. Do not try to open/search other apps or browsers during the exam. A note of this movement will be recorded in the software.
16. Updates of antivirus windows, notifications, alerts should be enabled.
17. If you log out for any reason during the exam time, you can login again using your previous login and password credentials.
18. No break can be taken during the examination for any reason
19. Video guidance regarding examination is available on the university website and candidates should watch it.
20. In case of any query regarding Questions, the students should submit their complaint along with relevant proofs/appropriate documents to Asst. Registrar (Appointment Section), Shivaji University via email on appointment.a@unishivaji.ac.in within 3 Days from the date of examination held.
21. In case of Any attempt of malpractice/misconduct during the examination, the disciplinary action as per university rules, regulations will be initiated against the examinee.

Note: - Students are required to follow any updated rules as they are introduced time to time.



Director
Board of Examination and Evaluation
Shivaji university, Kolhapur.

Reference No: Shivaji university / On Exam / 171

Date: 04/02/2026

Copy To :-

1. Hon. Director Centre for Distance and Online Education.
2. Hon. Deputy Registrar/Asst. Registrar / Co-ordinator – All Concerned Departments.
3. Co-ordinator, Internet Room for Publicity on website.

USER MANUAL

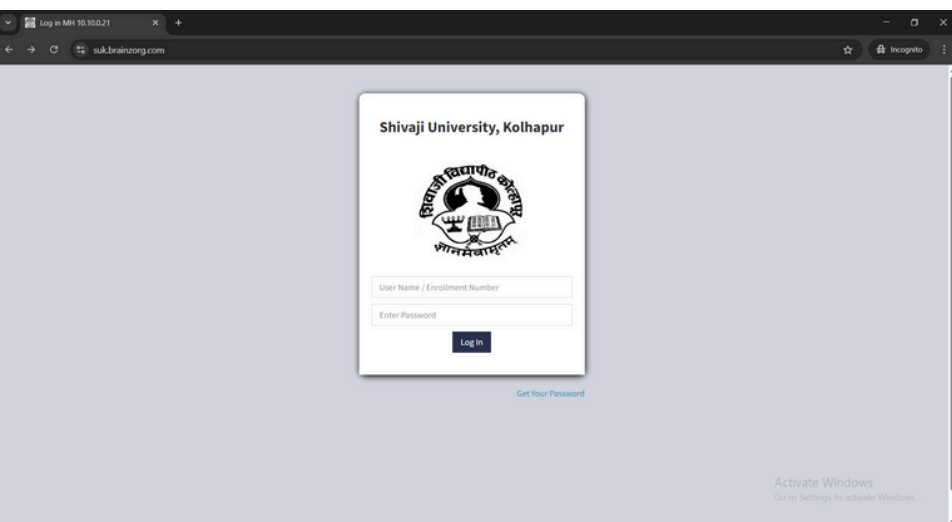
ONLINE EXAMINATION PROCESS



STUDENT SIDE

Login page

- The student must log in using the link: <https://suk.brainzorg.com>



- The student must log in using their username and password.

Authentication

- Once the student has logged in, they are required to click the authentication button shown below.

The screenshot shows a web browser window with the URL suk.brainzorg.com/student/home. The page header includes the Shivaji University, Kolhapur logo and name, and user information: Candidate Name: Rajesh Rasikbhai Gajjar, Enrolment Number: MBA201. There are links for Logout, Change Password, and Incognito.

The main content area has two sections:

- My Details:** A table showing user information.

Name : Rajesh Rasikbhai Gajjar	Enrollment Number : MBA201	Program : III test 24-12-2025
Email : rajesh123@gmail.com	Mobile No. : 1234567890	
- My Exam Detail:** A box containing exam information.

Managerial_Economics_Master_of_Business_Administration_Through_Online_Mode_C

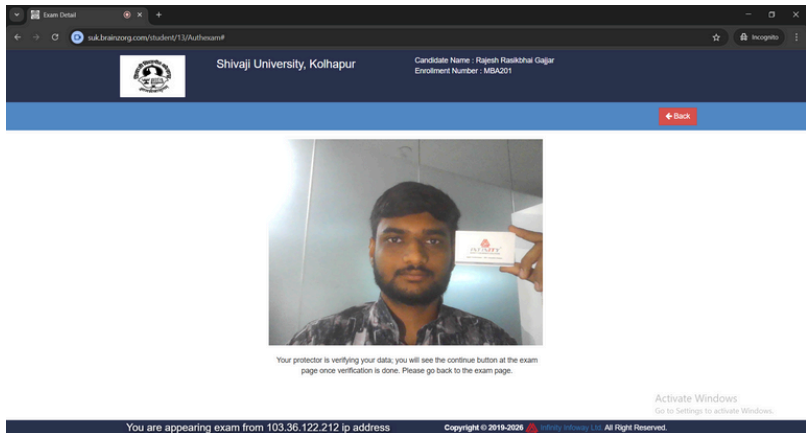
Total Marks : 80
Start Date : 06/01/2026
End Date : 12/01/2026
Exam Start & End Time : 10:00:00 To:19:00:00
Time Duration : 80 Minute

Below the exam details is a blue button labeled "Authenticate" and a circular refresh icon.

At the bottom, a status bar displays: "You are appearing exam from 103.36.122.212 ip address", "Copyright © 2019-2026 Infinitely Infoway Ltd. All Right Reserved.", and a Windows watermark: "Activate Windows Go to Settings to activate Windows."

Authentication

- As illustrated below, the student is required to capture a photograph while holding their identity card.



- After capturing the photo, the student must click the Back button and wait until the authentication is approved.

Exam Continuous

- Once authentication has been approved, the student is required to click the Continue button.

The screenshot shows a web browser window with the URL suk.brainzorg.com/student/home. The page header includes the Shivaji University, Kolhapur logo and name, and the candidate's details: Candidate Name: Rajesh Raskothkar Gajar, Enrollment Number: MBA201, and Program: BBA 2nd Sem. The main content area is divided into two sections: 'My Details' and 'My Exam Detail'. The 'My Details' section shows the candidate's name, email, enrollment number, and mobile number. The 'My Exam Detail' section shows the exam title 'Managerial Economics Master of Business Administration Through Online Mode', total marks of 80, start date of 06/01/2025, end date of 12/01/2025, exam start and end time of 10:00:00 To 19:00:00, and a time duration of 80 Minute. A message 'You are authenticated' is displayed, and a green 'Continue' button is visible.

Shivaji University, Kolhapur

Candidate Name : Rajesh Raskothkar Gajar
Enrollment Number : MBA201

Log out
Change Password

My Details

Name : Rajesh Raskothkar Gajar
Email : rajesh123@gmail.com

Enrollment Number : MBA201
Mobile No. : 1234567890

Program : BBA 2nd Sem

My Exam Detail

Managerial Economics Master of Business Administration Through Online Mode

Total Marks : 80
Start Date : 06/01/2025
End Date : 12/01/2025
Exam Start & End Time : 10:00:00 To 19:00:00
Time Duration : 80 Minute

You are authenticated

Continue

Activate Windows
Go to Settings to activate Windows.

I agree and start the exam

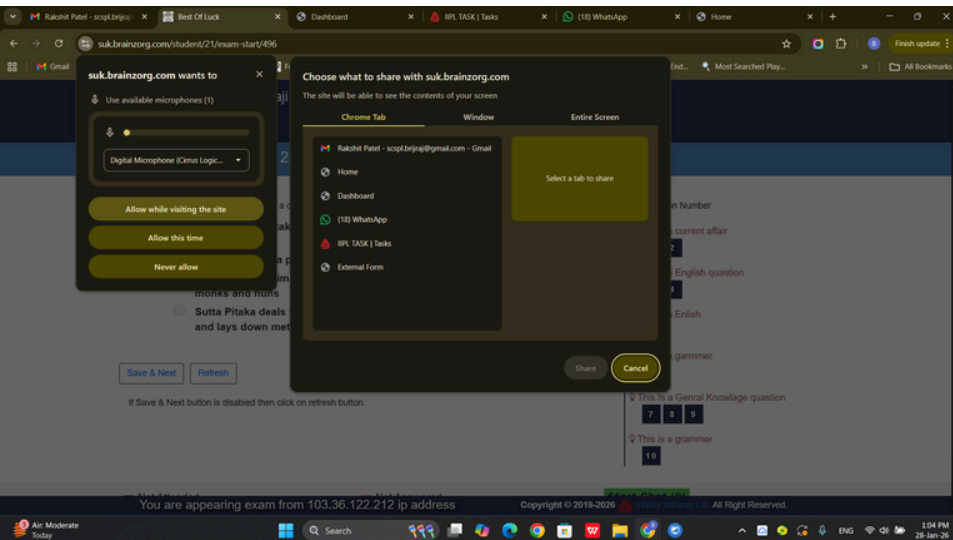
- After clicking the Continue button, select I Agree and click Start Exam to begin the exam.

The screenshot shows a web browser window with the URL `suk.brainzorg.com/student/13/exam`. The header bar is dark blue and contains the Shivaji University logo, the name "Shivaji University, Kolhapur", and candidate information: "Candidate Name : Rajesh Raskikhat Gajar" and "Enrollment Number : MSA201". A red "Back" button is visible on the right. Below the header, a white box displays the exam title: "> Managerial_Economics_Master_of_Business Administration_Through_Online_Mode_CBCS_85739". It also shows the exam schedule: "Start Date : 06/01/2026", "End Date : 12/01/2026", "Start Time : 10:00:00", "End Time : 19:00:00", "Total Marks / Question: 80 / 80", and "Time Duration : 80 Minutes". Below this, a light blue box contains the instructions: "Instructions : All the best". At the bottom of the main content area, there is a green checkmark icon followed by the text "I Agree !" and a green "Start Exam" button. In the bottom right corner, there is a watermark that says "Activate Windows Go to Settings to activate Windows." and a footer bar with the text "You are appearing exam from 103.36.122.212 ip address", "Copyright © 2019-2026 Suk Brainz Org. All Right Reserved", and a small "Suk Brainz Org" logo.

Entire Screen

- After I agree and start the exam, the following window will open in which the student will have to give the allow and after giving the allow, he will have to click on the Entire Screen.

Note :- It is mandatory for the student to give the Entire Screen.



Exam

- The student is required to position their face within the center of the green-colored guideline.
- From this point, the student will be able to view the exam questions and must select the correct option to answer each question.

Shivaji University, Kolhapur

Name: Rajesh Ramesh Gajjar
Enrollment Number: MBA201
0 1 1 4 7

Exam : Managerial Economics Master of Business Administration Through Online Mode CBCS_85739

Calculator

among price-conscious buyers, income levels and availability of substitutes influenced buying decisions significantly. The firm estimated price elasticity before finalizing the decision. This analysis helped Amul balance revenue goals with consumer retention.

3. Availability of local dairies mainly affects demand through:
A. Income
B. Taste
C. Substitutes
D. Population

Ans. ☒ A
☐ B
☐ C
☐ D

Save & Next Refresh

If Save & Next button is disabled then click on refresh button.

Not Attended Not Answered Answered

Start Chat (0)

Activate Windows

1	2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27
28	29	30	31	32	33	34	35	36
37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54
55	56	57	58	59	60	61	62	63
64	65	66	67	68	69	70	71	72
73	74	75	76	77	78	79	80	

Calculator

- Clicking on the Calculator menu will open the calculator.
- The calculator can be used in both Advanced Mode and Basic Mode.

The screenshot shows a web browser window with the URL suk.brainzorg.com/student/13/exam-star/333. The page header identifies the user as 'Rajesh Sandilal Gajjar' with enrollment number 'MBA201' and a score of '0 1 0 5 1 0'. The exam title is 'Managerial Economics Master of Business Administration Through Online Mode CBCS_85739'. A 'Calculator' button is visible in the top right of the exam area. A video feed of the user is shown on the far right. The main question area displays a multiple-choice question about revenue types. A 'Calculator' modal window is open in the center, showing a numeric keypad and a 'Show Advanced Mode' toggle.

Shivaji University, Kolhapur

Name : Rajesh Sandilal Gajjar
Enrollment Number : MBA201
0 1 0 5 1 0

Calculator

★ Exam : Managerial Economics Master of Business Administration Through Online Mode CBCS_85739

Q.77) Question (1 marks)
A company earns additional revenue by selling one extra unit of output. This is called:

A. Average revenue
B. Total revenue
C. Marginal revenue
D. Fixed revenue

Ans. ☐ A
☐ B
☐ C
☐ D

Save & Next Refresh

If Save & Next button is disabled then click on refresh button

Not Attended Not Answered Start Chat (0)

Focus warning

- The student must keep their face in front of the camera at all times. Otherwise, a warning will be generated as shown below. A warning will also be generated if the student looks away from the screen.

The screenshot shows a web browser window displaying an online exam interface. The browser's address bar shows 'suk.brainzorg.com/student/13/exam-start/333'. The page header includes 'Shivaji University, Kolhapur' and 'Name: Rajesh Raskhkar Gader', 'Enrollment Number: MBA201'. The exam title is 'Exam : Managerial_Economics_Master_of_Business Administration_Through_Online_Mode_CBCS_85739'. A 'Calculator' button is visible. On the right, there is a video feed of the student. In the center, a white warning box is overlaid with the text: 'Warning 1 of 50!', 'Don't move your face. Your movement is captured by the system. Exam committee can take action if more movement is being registered.', and an 'Ok' button. The background shows a question titled 'Q.12) Question (1 marks)' about 'Case Study 3: Smartphone Demand in India'. A table of question numbers (1-72) is visible on the right. At the bottom, there are buttons for 'Save & Next', 'Refresh', 'Not Attended', 'Answered', 'Not Answered', and 'Start Chat (0)'. A footer message states 'You are appearing exam from 103.36.122.212 Ip address'.

- Note :** After the set warning limit is reached, the examination will automatically stop.

Chat box

- If the student any issues during the ongoing exam, they can use the chat box shown below to communicate with the exam proctor.

The screenshot shows a web browser window displaying an online exam interface. The browser's address bar shows the URL `sak.brainzorg.com/student/13/exam-start/333`. The page header includes the Shivaji University logo and the text "Shivaji University, Kolhapur". The exam title is "Exam : Managerial Economics Administration Through Online". The question is "Q.77) Question : (1 marks) A company earns additional revenue from an extra unit of output. This is called:". The options are A. Average revenue, B. Total revenue, C. Marginal revenue, and D. Fixed revenue. A chat box titled "Start chat with proctor" is overlaid on the exam content. It shows a message from "KIRU" at 2026-01-08 12:17:41. The chat box has a "SEND" button. In the bottom right corner, there is a video feed of a proctor. The bottom of the page has a status bar with "Not Attended", "Not Answered", and "Start Chat (0)" buttons. The "Activate Windows" watermark is visible in the bottom right corner.

Focus warning

- A warning will be generated if the student opens any other window/tab or uses a mobile phone during the exam.

The screenshot shows a web browser window displaying an online exam interface for Shivaji University, Kolhapur. The page header includes the university name, student name (Rajesh Ravindras Gogoi), and enrollment number (MBA201). The exam title is "Exam : Managerial Economics Master of Business Administration Through Online Mode CBCS_85739". A calculator button is visible. A video feed in the top right corner shows a student with a green circle around their face. A warning modal is centered on the screen, displaying a red exclamation mark icon and the text: "Warning! Don't open other window. Exam committee can take action if more unfair activity is detected". Below the text is an "OK" button. The background shows a question about the availability of local dairies and a table of question numbers (1-72).

Shivaji University, Kolhapur

Name : Rajesh Ravindras Gogoi
Enrollment Number : MBA201

0 1 1 2 5 0

Calculator

Exam : Managerial Economics Master of Business Administration Through Online Mode CBCS_85739

Warning!

Warning! Don't open other window. Exam committee can take action if more unfair activity is detected

OK

Question Number

1	2	3	4	5	6	7	8	9
10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27
28	29	30	31	32	33	34	35	36
37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54
55	56	57	58	59	60	61	62	63
64	65	66	67	68	69	70	71	72

Not Attended

Not Answered

Answered

Start Chat (0)

Activate Windows
Go to Settings to activate Windows.

- Once the student answers the final question and selects Save and Next, the exam submission option will be displayed, allowing the student to submit the exam.

Best Of Luck

shukrainzorg.com/student/13/exam-start/333

Shivaji University, Kolhapur

Name: Rajesh Rajakishor Dagar
Enrollment Number: MBA201
010051

Exam : Managerial Economics Master of Business Administration Through Online Mode CBCS_85739

Calculator

Save & Next Refresh

If Save & Next button is disabled then click on refresh button.

Question Number

01	02	03	04	05	06	07	08	09
10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27
28	29	30	31	32	33	34	35	36
37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54
55	56	57	58	59	60	61	62	63
64	65	66	67	68	69	70	71	72
73	74	75	76	77	78	79	80	

Next Chat (0)

Are you sure want to submit exam?

You have answered 0 out of 80 questions and it has been saved.

Cancel Submit

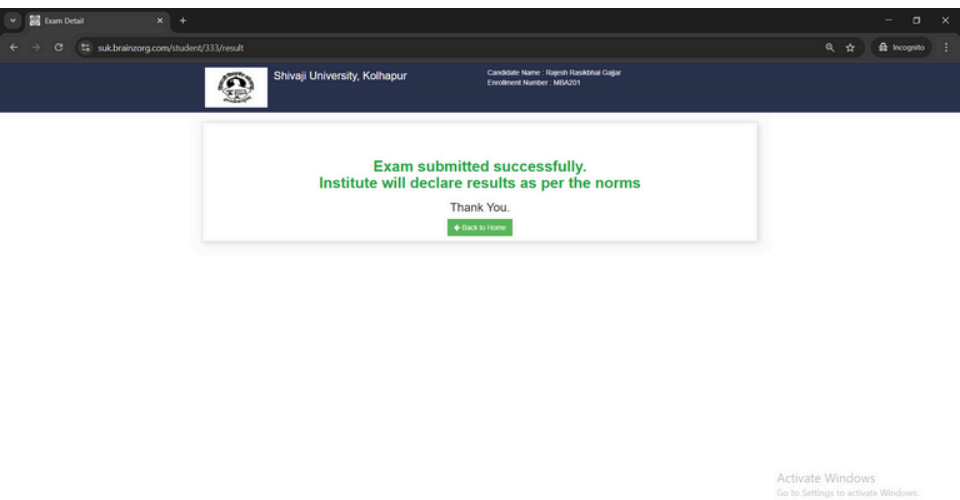
Not Attended
Answered

Activate Windows
Go to Settings to activate Windows.

You are appearing exam from 103.36.122.212 ip address

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- After clicking the Submit Exam button, a pop-up message stating “Exam Submitted Successfully” will appear. Clicking Back to Home will log the student out of the exam.





Estd. 1962

'A++' Accredited by NAAC (2021) with CGPA 3.52

Shivaji University, Kolhapur
Centre for Distance and Online Education

Proctor (Supervisor) Examination Schedule
For

Online MBA / M.COM / M.SC. Maths Programme

M.B.A. Part II, SEM III

Re-Appointment of Junior Proctor

Date: 05-08-2026

Sr. No.	Name of the Subject	Date	Timing	Total appeared students count	Allotted Students per proctor	Proctor (Supervisor)
1	95169-Chhatrapati Shivaji Maharaj: The Management Guru	04-Aug-2026, Tuesday	2:30 pm to 5:30 pm	75	25 25 25	Dr.Ketaki Powar Smt. Naziya Mullani Smt. Priyanka Surve
2	95171- Sales and Distribution Management	05-Aug-2026, Wednesday	2:30 pm to 5:30 pm	26	26	Dr. Nagina Mali
3	95172-Integrated Marketing Communication	06-Aug-2026, Thursday	2:30 pm to 5:30 pm	26	26	Dr. Sandip Thite

4	95173-Consumer Behaviour	07-Aug-2026, Friday	2:30 pm to 5:30 pm	26	26	Dr. Navnath Chavan
5	95174-Indian Financial System	08-Aug-2026, Saturday	2:30 pm to 5:30 pm	33	33	Dr. Navnath Chavan
6	95175-Financial Decision Analysis	13-Aug-2026, Thursday	2:30 pm to 5:30 pm	33	33	Dr. Muphid Mujawar
7	95176-Project Appraisal and Finance	18-Aug-2026, Tuesday	2:30 pm to 5:30 pm	33	33	Dr. Pravin Londhe
8	95177-Human Resource Planning and Procurement	19-Aug-2026, Wednesday	2:30 pm to 5:30 pm	28	28	Dr. P. B. Bellikatti
9	95178-Human Resource Development	20-Aug-2026, Thursday	2:30 pm to 5:30 pm	28	28	Shri. B. R. Patole
10	95179-Compensation Management	21-Aug-2026, Friday	2:30 pm to 5:30 pm	28	28	Dr. S. D. Bhosale
11	95180-Operations Management Strategy	22-Aug-2026, Saturday	2:30 pm to 5:30 pm	27	27	Dr. S. Y. Chopade
12	95181-Production Planning and Control	24-Aug-2026, Monday	2:30 pm to 5:30 pm	27	27	Dr. N. S. Randive
13	95182-Materials and Inventory Management	25-Aug-2026, Tuesday	2:30 pm to 5:30 pm	27	27	Dr. Muphid Mujawar
14	95183-International Business Environment	27-Aug-2026, Thursday	2:30 pm to 5:30 pm	32	32	Dr. Pravin Londhe
15	95184-Export and Import Policy	28-Aug-2026, Friday	2:30 pm to 5:30 pm	32	32	Dr. P. B. Bellikatti
16	95185-Cross Cultural Management	29-Aug-2026, Saturday	2:30 pm to 5:30 pm	32	32	Shri. B. R. Patole

M.B.A. Part II, SEM IV

Sr. No.	Name of the Subject	Date	Timing	Total appeared students count	Allotted Students per proctor	Proctor (Supervisor)
1	95198-Service Marketing And Retail Marketing	04-Aug-2026, Tuesday	10.30 AM - 01.30 PM	08	08	Dr. Nagina Mali
2	95199-Digital Marketing	05-Aug-2026, Wednesday	10.30 AM - 01.30 PM	08	08	Dr. Ketaki Powar
3	95200-Contemporary Issues in Marketing	06-Aug-2026, Thursday	10.30 AM - 01.30 PM	08	08	Shri. D. P. Gawade
4	1. 95201-Investment Management and Portfolio Analysis 2. 95210-Issues in International Business	07-Aug-2026, Friday	10.30 AM - 01.30 PM	11 08	11 08	Shri. D. P. Gawade
5	1. 95202-Behavioural Finance 2. 95211-International Marketing	10-Aug-2026, Monday	10.30 AM - 01.30 PM	11 08	11 08	Dr. Sachin Dethe
6	95204-Strategic HRM and International Perspectives	11-Aug-2026, Tuesday	10.30 AM - 01.30 PM	16	16	Dr. Sandip Thite
7	95205-Industrial Relations and Labour Laws	12-Aug-2026, Wednesday	10.30 AM - 01.30 PM	16	16	Dr. Supriya Mahajan
8	95206-Organizational Change and Organisational Development	13-Aug-2026, Thursday	10.30 AM - 01.30 PM	16	16	Dr. Sushant V. Mane

9	95207-Supply Chain Management	14-Aug-2026, Friday	10.30 AM - 01.30 PM	09	09	Dr. Navnath Chavan
10	95208-Global Operations and Logistics	17-Aug-2026, Monday	10.30 AM - 01.30 PM	09	09	Shri. D. P. Gawade
11	95209-World Class Production Management	18-Aug-2026, Tuesday	10.30 AM - 01.30 PM	09	09	Shri. Sandip Thite

M.B.A. Part I, SEM- I

Sr. No.	Name of the Subject	Date	Timing	Total appeared students count	Allotted Students per proctor	Proctor (Supervisor)
1	85736-Management Philosophy	10-Aug-2026, Monday	10:30 am to 1:30 pm	29+10BC=39	39	Shri. D. P. Gavade
2	85737-Management Accounting	11-Aug-2026, Tuesday	10:30 am to 1:30 pm	29+11BC=40	40	Shri. S. S. Devekar
3	85738-Business Statistics and Analytics for Decision Making	12-Aug-2026, Wednesday	10:30 am to 1:30 pm	29+ 12B+3BC=44	44	Dr. Navnath Chavan Shri. Sandip Thite
4	85739- Managerial Economics	13-Aug-2026, Thursday	10:30 am to 1:30 pm	29+7BC=36	36	Shri. Sandip Thite
5	85740- Computer applications for business	14-Aug-2026, Friday	10:30 am to 1:30 pm	29+2BC=31	31	Dr. Supriya Mahajan
6	85741- Managerial Skills for Effectiveness -	17-Aug-2026, Monday	10:30 am to 1:30 pm	29+0=29	29	Dr. Sachin Dethe
7	85742-Organizational Behaviour	18-Aug-2026, Tuesday	10:30 am to 1:30 pm	29+1BC=30	30	Shri. D. P. Gawade

M.B.A. Part I, SEM II

Sr. No.	Name of the Subject	Day and Date	Timing	Total appeared students count	Allotted Students per proctor	Proctor (Supervisor)
1	85743- Marketing Management	10-Aug-2026, Monday	02.30 PM - 05.30 PM	104+3=107	26	Dr. Sushant Mane
					27	Dr. Navnath Chavan
					27	Shri. Sandip Thite
					27	Shri. Priyanka Mahajan
2	85744-Financial Management	11-Aug-2026, Tuesday	02.30 PM - 05.30 PM	104+1+3=108	27	Dr. Sachin Dethé
					27	Shri. D. P. Gawade
					27	Dr. Sushant Mane
					27	Dr. Navnath Chavan
3	85745-Human Resource Management	12-Aug-2026, Wednesday	02.30 PM - 05.30 PM	104+1=105	26	Shri. D. P. Gawade
					26	Shri. S. S. Devekar
					26	Dr. Sushant Mane
					27	Dr. Sachin Dethé
4	85746-Operations Management	13-Aug-2026, Thursday	02.30 PM - 05.30 PM	104	26	Shri. D. P. Gawade
				104	26	Shri. S. S. Devekar
				104	26	Dr. Navnath Chavan
				104	26	Dr. Sachin Dethé
5	85747-Legal and Business Environment	14-Aug-2026, Friday	02.30 PM - 05.30 PM	104	26	Dr Sushant V. Mane
				104	26	Shri. Sandip Thite
				104	26	Dr. Sachin Dethé
				104	26	Shri. D. P. Gawade

6	85748-Research Methodology	17-Aug-2026, Monday	02.30 PM - 05.30 PM	104+3=107	26	Dr. Navnath Chavan
					27	Shri. Sandip Thite
					27	Shri. Priyanka Mahajan
					27	Shri. S. S. Devekar
7	85749-Strategic Management	18-Aug-2026, Tuesday	02.30 PM - 05.30 PM	104+0	26	Dr. Navnath Chavan
				104+0	26	Dr Sushant V. Mane
				104+0	26	Shri. Priyanka Mahajan
				104+0	26	Shri. S. S. Devekar

Course : 12469 - Master of Commerce Online Mode (NEP 2.0)

Re-Appointment of Junior Proctor

Date: 05-08-2026

Sem.	Subject Code	Subject Name [Branch Name]	Student Count	Name of the Proctor
Date & Day :- 04-Aug-2026, Tuesday 10.30 AM - 12.30 PM			07	-
1	112520	112520-Adv. Accountancy Paper - I -		
Date & Day :- 05-Aug-2026, Wednesday 10.30 AM - 12.30 PM			04	-
1	112521	112521-Adv. Accountancy Paper - II (Management Accounting) -		
Date & Day :- 06-Aug-2026, Thursday 10.30 AM - 12.30 PM			08	Shri. Priyanka Surve
1	112522	112522-Adv. Accountancy Paper - III (Taxation) -		
Date & Day :- 07-Aug-2026, Friday 10.30 AM - 11.30 AM			05	Dr. N. S. Mali
1	112523	112523-Adv. Accountancy Paper - IV (Introduction to Income Tax) -		
Date & Day :- 08-Aug-2026, Saturday 10.30 AM - 12.30 PM			05	Dr. Ketaki Powar
1	112524	112524-Business Management -		

Date & Day :- 10-Aug-2026, Monday 10.30 AM - 12.30 PM			04	Smt. Naziya Mullani
1	112526	112526-Research Methodology -		
Date & Day :- 04-Aug-2026, Tuesday 02.30 PM - 04.30 PM			47	-
2	112527	112527-Adv. Accountancy Paper - V -		
Date & Day :- 05-Aug-2026, Wednesday 02.30 PM - 04.30 PM			47	-
2	112528	112528-Adv. Accountancy Paper - VI (Cost Accounting) -		
Date & Day :- 06-Aug-2026, Thursday 02.30 PM - 04.30 PM			47	Dr. N. S. Mali Smt. Naziya Mullani
2	112529	112529-Adv. Accountancy Paper - VII (Auditing) -		
Date & Day :- 07-Aug-2026, Friday 02.30 PM - 03.30 PM			47	Dr. Navnath Chavan Smt. Naziya Mullani
2	112530	112530-Adv. Accountancy Paper - VIII (Introduction to Auditing) -		
Date & Day :- 08-Aug-2026, Saturday 02.30 PM - 04.30 PM			47	Shri. Priyanka Surve Dr. Navnath Chavan
2	112531	112531-Organization Behavior -		

Course : 2375- Master of Science Online Mode (NEP 2.0)

Re-Appointment of Junior Proctor

Date:05-08-2026

Sem.	Subject Code	Subject Name [Branch Name]	Student Count	Name of the Proctor
Date & Day :- 04-Aug-2026, Tuesday 10.30 AM - 12.30 PM			01	-
1	112100	112100-Linear Algebra		
Date & Day :- 05-Aug-2026, Wednesday 10.30 AM - 12.30 PM			01	-
1	112101	112101-Real Analysis		
Date & Day :- 06-Aug-2026, Thursday 10.30 AM - 12.30 PM			01	Dr. Sushant V. Mane
1	112102	112102- Ordinary Differential Equations		
Date & Day :- 07-Aug-2026, Friday 10.30 AM - 11.30 AM			01	Shri. S. S. Devekar
1	112103	112103 - Numerical Analysis I		
Date & Day :- 04-Aug-2026, Tuesday 02.30 PM - 04.30 PM			41	-
2	120120	120120 - Advance Calculus		
Date & Day :- 05-Aug-2026, Wednesday 02.30 PM - 04.30 PM			41	-
2	120119	120119-Topology		
Date & Day :- 06-Aug-2026, Thursday 02.30 PM - 04.30 PM			41	Dr. Sushant V. Mane Dr. S. S. Dethe
2	120118	120118- Algebra		

Date & Day :- 07-Aug-2026, Friday 02.30 PM - 03.30 PM			41	Dr. Supriya Mahajan Dr. Sushant V. Mane
2	120121	120121 - Numerical Analysis II		
Date & Day :- 08-Aug-2026, Saturday 02.30 PM - 04.30 PM			41	Dr. Sushant V. Mane Dr. N. S. Mali
2	120125	120125 - Quantitative Techniques in Operations Research OR		
2	120122	120122- Number Theory		

Note: All the supervisors/ proctors should reserve/ save their days of allocated duties of supervision. It is requested to attend for the same, 30 minutes before the commencement of paper.

Bhinde
05/08/2026
Deputy Registrar
(CDOE, SUK)

P. S. Patil
Hon'ble Director
Centre for Distance And Online Education
Shivaji University, Kolhapur
Page 11 of 11