

All Students of MBA IV and VI Semester appearing for Project Work (CP-3005/MS-204) are being hereby informed that their *Viva-Voce* shall be held online as per the following schedule. Please note your reporting time of *Viva* carefully.

Date for Online *Viva-Voce*: 3rd and 4th October from 11.00 a.m. onwards and Evening Session from 2:15 p.m.

Note: Learners have to report for the *viva voce* as per the schedule given in the list.

Learners should have softcopy of Project Report otherwise they will not be allowed to appear in the *viva-voce*. Learners, who have previously qualified in their project work and his / her name is not included in the list, may also appear for *Viva-Voce*, provided that they have completed all the documentation required for the purpose, i.e., Format-G along with the list issued by UOU indicating evidence of your Name previously called for *Viva-Voce*.

Such students who have not send Format G earlier will have to send scanned copy of Format G duly filled, if they fall in the specific category to the som@uou.ac.in by 30th September 2025. However, s/he should have completed all the modalities for the examination purpose.

Note: Only those who are eligible for Format G.

The learners whose written project reports have not been received (Not-Qualified) by the examiners shall have to prepare the project report afresh and only after the successful result of the written part, their *viva-voce* shall be conducted. Such candidates are advised to submit their fresh projects, for the next academic session.

Learners who have qualified the Project Report but have not filled-in Examination Form are instructed to fill-in the Back Paper Form online in the coming month and send the proof to som@uou.ac.in As of now, they are provisionally not qualified for *Viva-voce*

All learners shall have to make a presentation of 5-7 minutes in PowerPoint, covering the following:

- Title
- Issue researched
- Objectives
- Hypothesis (or key questions)
- Outline of methodology
- Brief overview of Analysis
- Findings
- Suggestions

There shall be a comprehensive *viva-voce* of 5-7 minutes after the presentation.

Learners are to be present themselves in proper uniform (formals) and should have their Identity Cards.

Learners have to be PRESENT on the dates when their Presentations and *Viva* is scheduled; otherwise their presentation and viva dates shall be postponed to the next academic cycle in case they are absent, for which they have to communicate to SOMC again.

Mail to som@uou.ac.in for any clarification required in this regard.

Students are well informed and expected to carry all the necessary Hardware (prototype model) / Softwares required to present the work related to your project.

Download the Zoom application either in your Smart Phone / Tab / Laptop / Desktop and test the same in advance to avoid last minute technical glitch.

Please ensure that proper Network connection is available, which shall be active and uninterrupted throughout the examination for effectively completing evaluation process.

In case of any difficulty in Online Project *Viva-Voce* Examination, you may contact som@uou.ac.in for any support.

Learners are instructed to send their ppt or pptx file or pdf file to som@uou.ac.in by 1st October 2025

Project *viva-voce* examination will be conducted in online mode using Zoom software. Students are advised to be familiar with the use of Zoom. It means that they should be familiar in sharing the screen, setting virtual background, volume control, setting up the mic. etc., For presentation you have to share your screen using Zoom. Students should take the responsibility of ensuring internet connectivity with good bandwidth and the essential gadgets needed for the *viva-voce* are available with them. Students are expected to introduce themselves with their Enrollment Number, Name and the Title of the project at the beginning of the *viva-voce*.

NOTE: The Zoom link will be shared to you via E-mail / Telegram group as well. Do check the University's website for further notifications