



## केन्द्रीय विद्यालय संगठन KENDRIYA VIDYALAYA SANGATHAN

18, संस्थागत क्षेत्र / 18, Institutional Area,  
शहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg,  
नई दिल्ली-110016 / New Delhi-110016  
दूरभाष / Tel : 011-26533749  
फैक्स / Fax : 011-26964366  
ई-मेल / E-mail : addlcomm.acad@kvsedu.org  
kvs.addlcacad@gmail.com  
वेबसाइट / Website : www.kvsangathan.nic.in

उदय नारायण खवाड़े  
अपर आयुक्त (शैक्षिक)

**U. N. Khaware**  
Addl. Commissioner (Acad.)

15 February, 2019

Dear Students,

Examination is an essential part of our education system because we get to know our understanding skills with our books and our co-ordination with our teachers. An examination is a very wide word, which is used in all spheres of life. Life in itself is a big series of examination. At every footstep we have to face certain Exams. Earlier also you all must have undergone many exams and faced the challenges to prove your potential.

Board Exams are going to start in the days to come. Now it's time to convert whatever preparation you have made, whatever hard work you have done into your performance. There is no substitute for hard work. Performance is not naturally equal to your efforts because whatever you know, whatever you have understood and whatever you have learnt will not automatically be put up in examination papers. Presentation in the examination requires something else also – how you understand the question, how beautifully you present the answer especially its beginning and end, how effectively you write within the time frame, etc. **Presentation, therefore, is now the key to your success.**

All these are important and for that only one thing you can do, is 'PRACTICE' and your practice should be as close to the examination situation as possible. There is no other shortcut. For that, try to attempt previous year's question paper or any other sample question paper then only after three hours you feel for how challenging the exam is overall, and take note of how many questions you could not attempt, how many you could not attempt because of your lack of command over knowledge on that topic or you simply run out of time. You also come to know which answer was partly correct or partly incorrect. There is absolutely no reason to do the questions in the order they are printed in the exam. I would recommend doing the easiest one(s) first. If you get stuck on a question start doing another one. You will get to know how you could devote more time on questions which you very well could answer provided you have time to attempt.

Exam performance depends on knowledge, understanding, retention of memory and power of presentation. So your success will depend on the following issues:

1. Whether you are tense or happy - happy mind always do better
2. Health – Physically strong can attempt better
3. Sleep well
4. Eat well -have some dry fruits, seasonal fruits, etc. in your diet
5. Practice your hobby for some time to release stress like walking, swimming, exercise, gym, or listening to music etc.
6. Don't sit continuously for long hours. Take break for 15-30 minutes in between every 2-3 hours of continuous study.

I know your parents take due care for you and I would also like to request them not to place unnecessary pressure on you to gain certain grades. Pressure from parents to do well in exams at this juncture may be taken as a token of their faith in you. A parent should act as a facilitator for the child during exams. The child is already feeling anxious and stressed about his performance. At this time, a parent should provide adequate and nutritious food to keep you fit and healthy, monitor your sleeping pattern and make sure that you get adequate rest and much needed emotional support.

I would like to wish all students of Kendriya Vidyalayas the very best for the Board Examinations.



(U.N. Khaware)

Additional Commissioner (Acad.)

**Copy to:**

1. The Principals of all Kendriya Vidyalayas- with the direction to circulate this message amongst all students. Though the letter is meant for Class X & XII students, content management and examination management issues are relevant for all classes especially from class VI onwards. Principal and teachers can give necessary guidance to all the students based on the content of the letter.
2. The Deputy Commissioners of all the regional Offices of KVS.