# Check the source before you start the assignment

A practical three-page worksheet for IGNOU learners. Use it to record which official assignment paper applies to your course and session.

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## 1. Start with your own course record

Write down your registered programme, exact course code and relevant academic session. A familiar course title is a clue, not a complete match. Keep zeros, hyphens and suffixes exactly as they appear in your record.

## 2. Find the official assignment paper

Begin with the current assignment download area on IGNOU's own website. Open the relevant programme/course entry and the PDF. Read its header and instructions. A search result, forwarded filename or third-party resource is not a substitute for this check.

## 3. Compare five identifiers

| Identifier | What to compare |
|---|---|
| Programme | The programme associated with your registration and paper. |
| Course code | The exact code, including zeros and suffixes. |
| Validity/session | The learners or sessions covered by the official paper. |
| Medium | The language version required for your course. |
| Assignment code and questions | The PDF header, question numbers and wording. |

## 4. Resolve a mismatch before writing

If any identifier is uncertain, keep a note of the mismatch and consult the official programme or Regional Centre guidance. Do not assume the most recently downloaded file is the applicable one. Follow official submission instructions and prepare your own answers.

# Your source record

Complete one record for each course. Keep it with the official PDF so that you can reconstruct your decision later. Do not put enrolment numbers or private documents in a public bookmark collection.

| Record field | Your notes |
|---|---|
| Programme and exact course code | |
| Academic session / applicable validity | |
| Medium and assignment code | |
| Official page URL | |
| Official PDF URL or saved filename | |
| Date you checked the source | |
| Which instruction identifies your session? | |
| Question list checked against the PDF? | |
| Unresolved mismatch / official contact route | |

## Decision

Choose one: MATCH CONFIRMED / NEEDS CLARIFICATION / WRONG PAPER. A blank field means you still have something to check; it does not mean that the requirement is optional.

# Practise the decision

These are fictional examples. They are not statements about a current IGNOU paper or deadline.

## Example A: same code, different validity

Your course record and a downloaded paper have the same course code. The paper's stated validity does not cover the session you need. **Decision:** do not treat the code match as sufficient. Locate the applicable official paper or ask the official programme support route to clarify.

## Example B: matching cover, different questions

A study resource has the expected course title and session on its cover, but question 2 differs from the official paper. **Decision:** keep the official paper as your question reference. Do not write an answer merely because it appears in the study resource.

## Example C: an archive appears first in search

A search result opens an official archive. **Decision:** record that the paper is archived, then compare its validity with your need. Being on an official domain establishes the source, but does not by itself establish applicability to your session.

## Official starting points

IGNOU current assignments
https://www.ignou.ac.in/studentService/download/assignments

IGNOU archived assignments
https://www.ignou.ac.in/studentService/download/assignments/archived

IGNOU assignment access guidance
https://www.ignou.ac.in/pages/43

## Further explanation and attribution

This original worksheet was prepared for VIDYANIK. The related free guide explains the course/session checking workflow:
https://vidyanik.com/correct-ignou-assignment-course-session/

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