



INSTRUCTION MANUAL FOR ONLINE EXAMINATION

BEFORE BEGINNING OF THE EXAM:

1. Basic Requirements

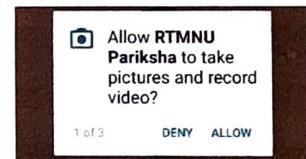
- Make Sure you have good internet connection
- Make sure you have sufficient space in your android mobile for downloading app.
- Make sure your phone is fully charged in order to avoid switch off during examination.
- Make sure you appear for your exam in a noise free and disturbance free environment.
- The app runs only on android phone.
- Now Download the App from Google Play Store / Click here

Play Store  Click on below link & download the app.



2. About the App:

- Once downloaded, click to open the app.
It will prompt below first permission where click on **ALLOW** button, *"ALLOW SHIKSHA MANDAL PARIKSHA TO TAKE PICTURES AND RECORD VIDEO"*



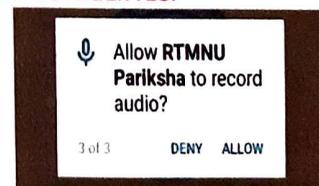
IT IS CUMPULSORY TO ALLOW THE PERMISSION AS PER UNIVERSITY GUIDELINES.

- It will prompt for second Permission where click on the **ALLOW** button *"ALLOW SHIKSHA MANDAL PARIKSHA TO ACCESS PHOTOS, MEDIA & FILES ON YOUR DEVICE"*



IT IS CUMPULSORY TO ALLOW THE PERMISSION AS PER UNIVERSITY GUIDELINES.

- It will prompt for third Permission where click on the **ALLOW** button *"ALLOW SHIKSHA MANDAL PARIKSHA TO RECORD AUDIO"*



IT IS CUMPULSORY TO ALLOW THE PERMISSION AS PER UNIVERSITY GUIDELINES

- Once you allow all permission below screen will appear.



3. Instructions about the Online Exam

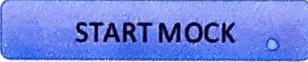
Please read the instructions thoroughly before Login.

- a) This app is for Summer 2020 online MCQ examination as per time table published by University.
- b) This Online examination contain 50 MCQ Questions out of which students has to solve 25 Questions. Each question carries **2 (Two) Marks**.
- c) Students can solve more than 25 questions, best 25 questions answers will be selected for evaluation.
- d) There is no negative marking.
- e) This examination is for final year regular /Failure students.
- f) Login by using the **USER NAME & PASSWORD**, allotted to you which is printed on your admission card. An **OTP** will be sent on your mobile registered with University.



4. Mock Test

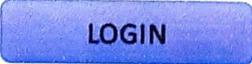
The app is facilitating a Mock Test for your Practice. Please solve the Mock test before Login so that you are well equipped with Online Examination process.

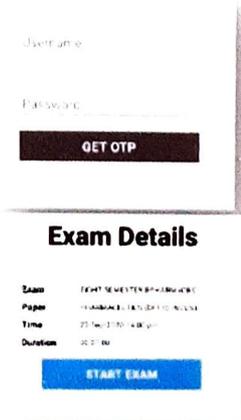
- a) Click on Mock Test Tab → 
- b) Solve the MCQ Exam by clicking on the correct Option.
- c) Once you finish, please click on  button on the right corner on the Top of the screen.



DURING THE EXAM

1. Login

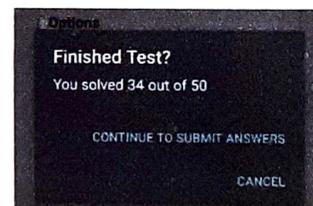
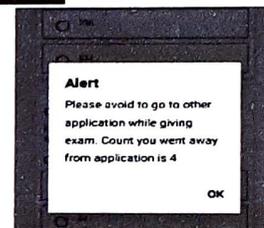
- a) You cannot use textbooks, course notes, or receive help from any accompany or any other outside source.
- b) You need to Click on Login Tab → 
- c) Login by using your User Id & Password. It will Prompt for OTP which will come on your Mobile phone.
- d) Once you enter OTP, Examination details will appear on screen. You have to click on **START EXAM** → 
- e) Question Paper will appear on the screen and your Examination time will start. The Timer will be reflecting on the left-hand corner of the screen.
- f) You have 60 Mins to solve 50 MCQ by clicking on the correct option.





The screenshot shows an online examination interface with four questions displayed simultaneously. Each question has a 'SUBMIT' button and a timer. Question 26 is a grid-in question. Question 8 asks for a pair of anomers. Question 35 asks for the glycosidic linkage in amylose. Question 1 is a directional logic question.

- g) If you are trying to open multiple apps or tabs on mobile phone during examination, you will be prompted "ALERT" message. Avoid multiple background apps & tabs on your mobile phone while examination.
- h) Once you finish, please click on  button on the right corner on the Top of the screen.
- i) While final Submission, it will prompt for reconfirmation. Please recheck and click on "CONTINUE TO SUBMIT ANSWERS" to confirm online submission of your Exam. If you don't want to submit, click on "Cancel"
- j) You won't be able to change anything after successful Submission of online examination.
- k) After 60 mins, you will not be able to click on the answers. You Can only click on Submit button after 60 mins from Login time.
- l) In case you forgot to click on Submit Button within examination time, you can do the same within 3 Hours from your Login Time.



WHAT TO DO IF ONLINE EXAM IS INTERRUPTED

1. Internet Dropped / Mobile Switched OFF / Mistakenly Logged Out of App-
 - a. In such situation, you will be able to access the app by again login window.
 - b. Re Enter the Login credentials & OTP.
 - c. The solved answers by you, will be automatically saved on real time basis. So, you need to continue with remaining unanswered MCQ.
 - d. You will be able to resume taking the exam within stipulated time of 60 mins close to the point before the interruption occurred.
 - e. **After 60 mins, you will not be able to click on the answers.**
 - f. In case you forgot to click on Submit Button within examination time, you can do the same within 3 Hours from your Login Time.