

KONGU ENGINEERING COLLEGE, PERUNDURAI – 638 060
OFFICE OF THE CONTROLLER OF EXAMINATIONS
END SEMESTER EXAMINATIONS – SEPTEMBER 2020 ONLINE MODE
GUIDELINES TO THE STUDENTS

READ ALL THE INSTRUCTIONS VERY CAREFULLY, DO NOT IGNORE ANY INFORMATION

Mock Test

1. Mock test will be planned on 17.09.2020 and 18.09.2020 between 10.00 am to 11.00 am. Attend the mock test on both days to practice.

General Instructions:

1. Login between 9.45 am to 10.15 am. You will not be allowed to attend examinations after 10.15 am.
2. Begin the test within the specified time interval, else you will be considered as absent for the exam.
3. URL to login will be sent to your kongu.edu mail.
4. Separate username and password will be provided for each examination.
5. The username and password will be forwarded to your kongu.edu mail ONE DAY before the examination.
6. Live chat support (9.00 am – 9.00 pm) will be provided for the candidates for the quick resolution during the assessment. For live chat support, the following message will be given in end of the mail received with username and password. “During your assessment, if you face any technical issue please click on the [Click Here for assistance](#)”.
7. Auto proctoring system is incorporated in the Examination System. Any mischievous activities of the examinees, includes browsing for locating answers, copying from external sources, interaction with others etc. will be automatically sensed by this system resulting in cancellation of the examination.

Hardware and Internet requirements

1. A Personal Computer / Laptop / Android Mobile with webcam is compulsory for attending examinations. Don't take the examination from iPhones or a Mobile App.
2. Smooth and uninterrupted Internet connectivity (throughout the exam session), with use minimum 512 Kbps.

Browser/OS Requirements

1. This Assessment is supported by the below listed Browsers only. Download the browser and install it before the mock test.
 - Google Chrome (version 40 and above)
 - Mozilla Firefox (version 40 and above)
2. In case you're taking the examination on Windows 8, use latest version and disable all the popups/ notifications.

Dos &Donts - Instructions

1. Complete the examination in one goes, no breaks allowed in-between.
2. This is a timed examination; it is essential to keep track of time while answering the questions.

3. Do not click on Module Exit or Test Exit, during the examination.
4. Ensure that while taking the test, no other tab/window/link is opened simultaneously on your system; else your scores will not be processed.
5. Do not try to take screenshot of the examination, else your examinations will be locked and you won't be able to complete the test.
6. Disable all POP-UPS/ Notifications before starting the test especially while taking examination on Mobile phones.
7. Ensure your face is clearly visible in the webcam.
8. Do not wear cap, scarf, goggles/ sunglasses, headphones, earphones, Mask, etc. Do not hide your face during the examination.
9. Please ensure that no one else is sitting with you during the entire duration of the examination.

Steps for starting the examination

1. For taking the exam, copy and paste the URL in the address bar of the Web Browser(Do not type the URL).
2. Enter the username and password given to you to login. Do not copy paste the Username and Password. Always type in.
3. Click on "START NEW TEST".
4. Read all the instructions and click "No" button to make to "Yes" and then click "Continue" to move Identity Verification.
5. Face the camera and hold your ID card below your face and click "ID CAPTURE" to take your photograph.
6. Verify that your ID card is captured clearly in the frame.
7. Click "Take" when you are ready.
8. If you are satisfied, click "Submit". If either your face or ID is obscured, click "Retake".
9. You will be automatically prompted to 'Allow' your Camera to be enabled, please 'ACCEPT' the request. This will prompt a message 'You Are Under Surveillance'. Your camera is now enabled.
10. Fill the registration form and click "CONTINUE" to take examination. Once you enter the test window, ensure you are able to see the college logo on the top left corner of your tab.(If it is not appearing, immediately contact your CoE office: 04294-226625)
11. Click on Start Test and keep a note of your Test ID as mentioned on the top.
12. To answer a question, select option and then click on "SUBMIT ANSWER" to move next question. If you want to review or answer later, click "Review Later" to move next question.
13. To go to review later questions, click on the question number which is in the top right corner and select the review questions.

Examination pattern

1. 75 multiple choice questions will be given for each examination with 15 questions from each unit.
80% of the question paper (ie, 60 right answers) carries full marks.
2. **Time duration : 90 mins**
3. There is no negative marking.