BVDU University Examinations (Theory)-Summer 2022
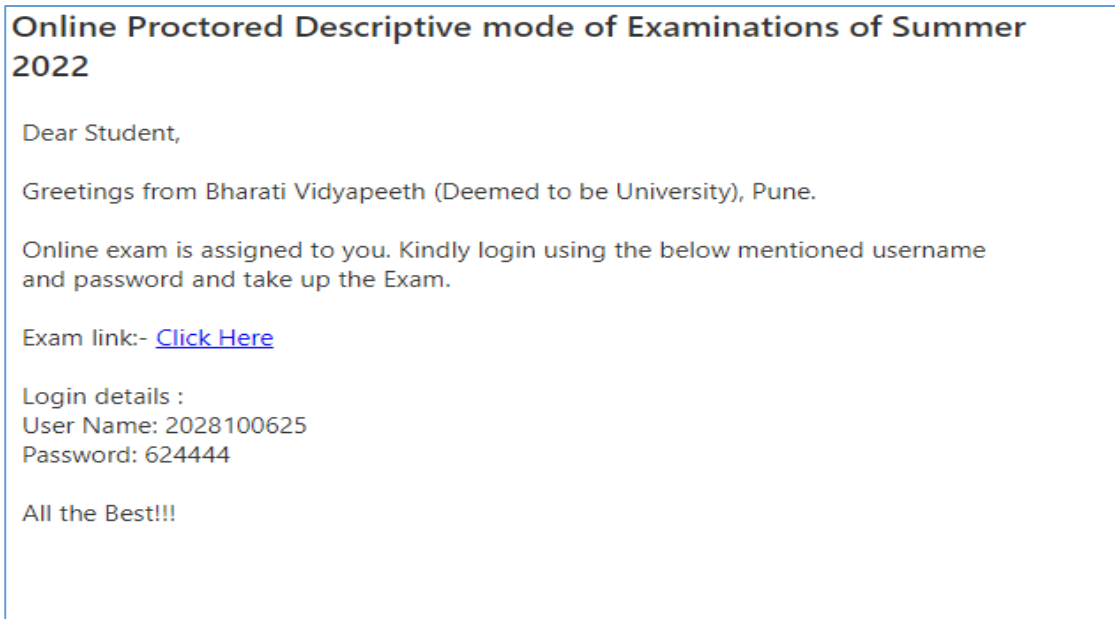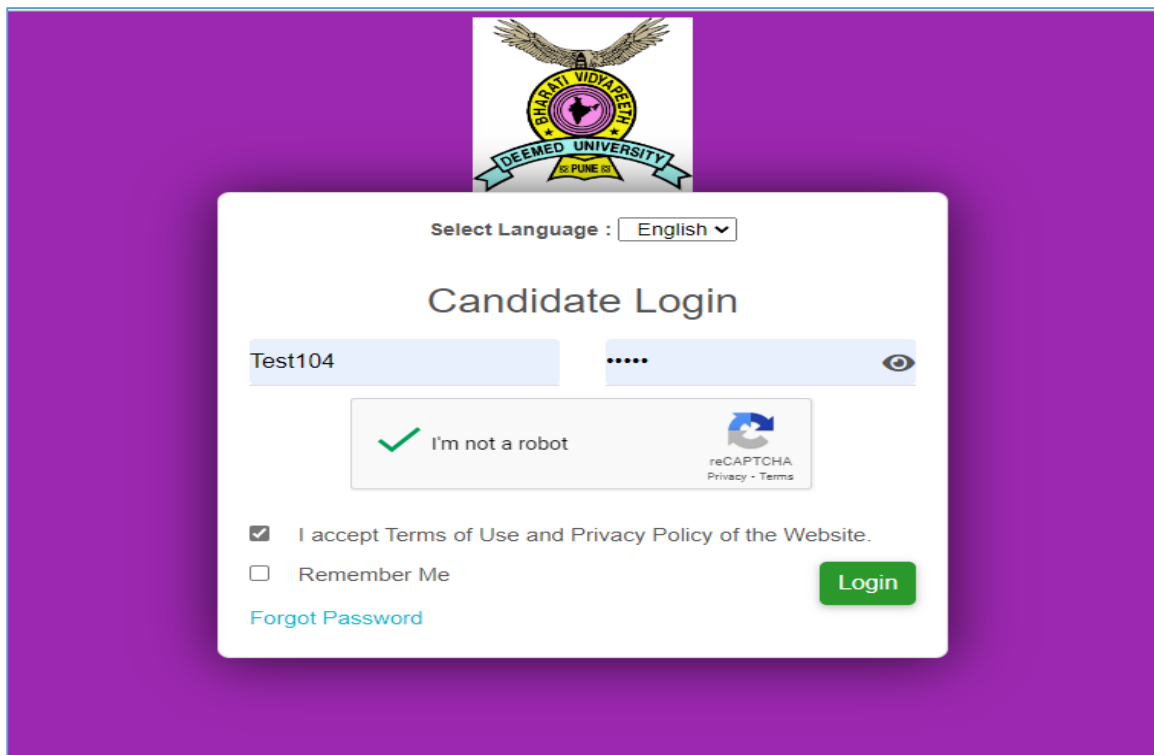## Help document for Remote Proctored Online Descriptive mode of Examinations for programmes under Distance and CDOE

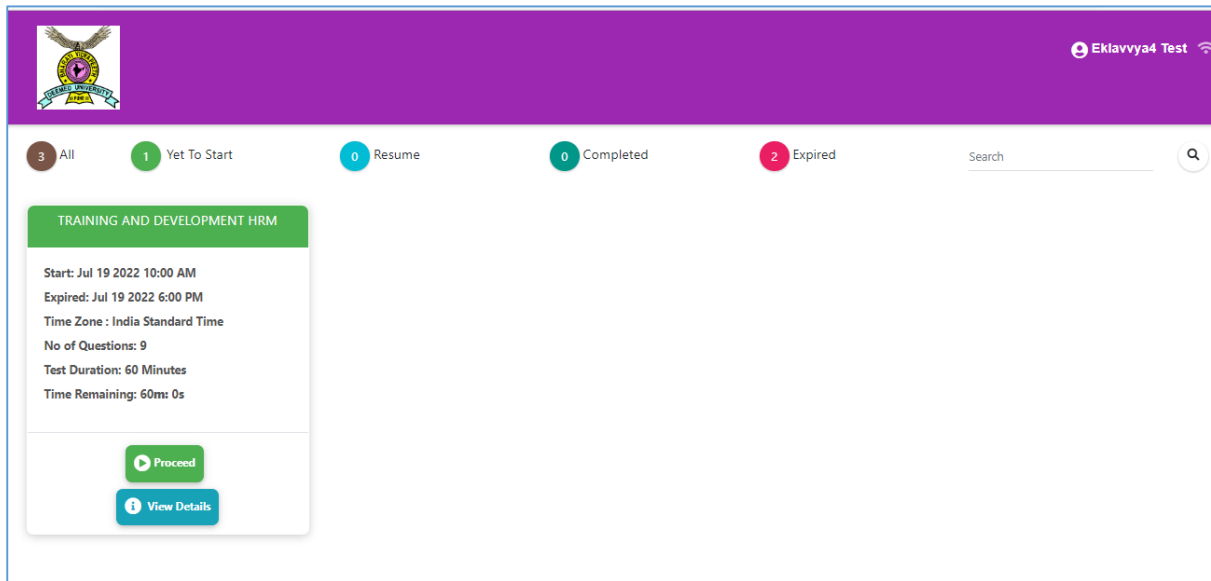STEP BY STEP PROCESS TO APPEAR FOR THE UNIVERSITY EXAMINATIONS:

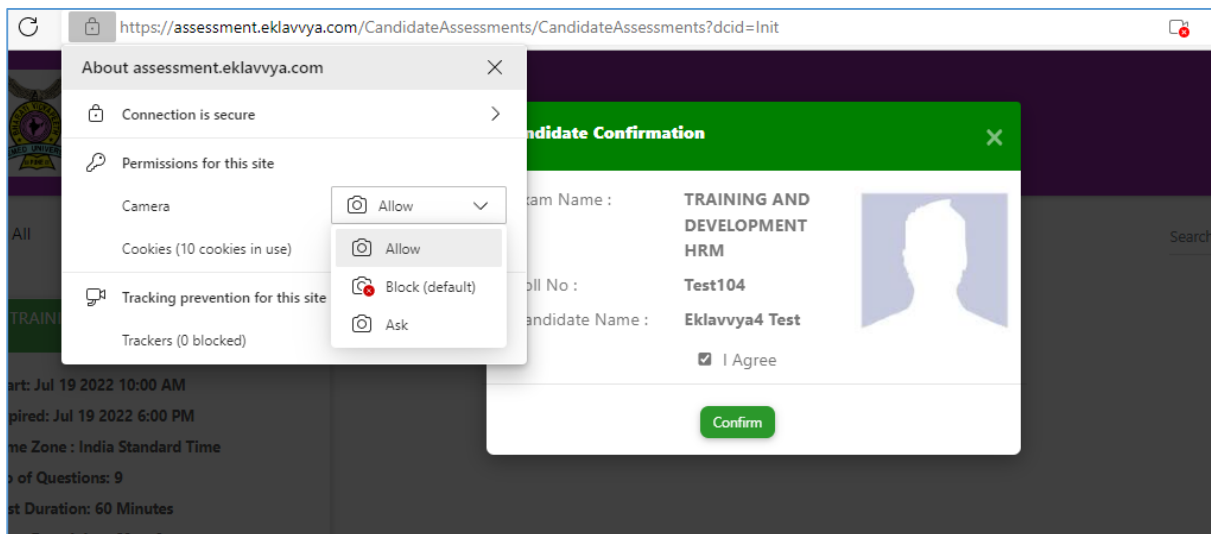STEP 1- Candidate will receive an email as illustrated below,

STEP 2- Click on Exam Link and Enter login credentials as shown below. Enter Username as your PRN and password received on registered E-Mail id.
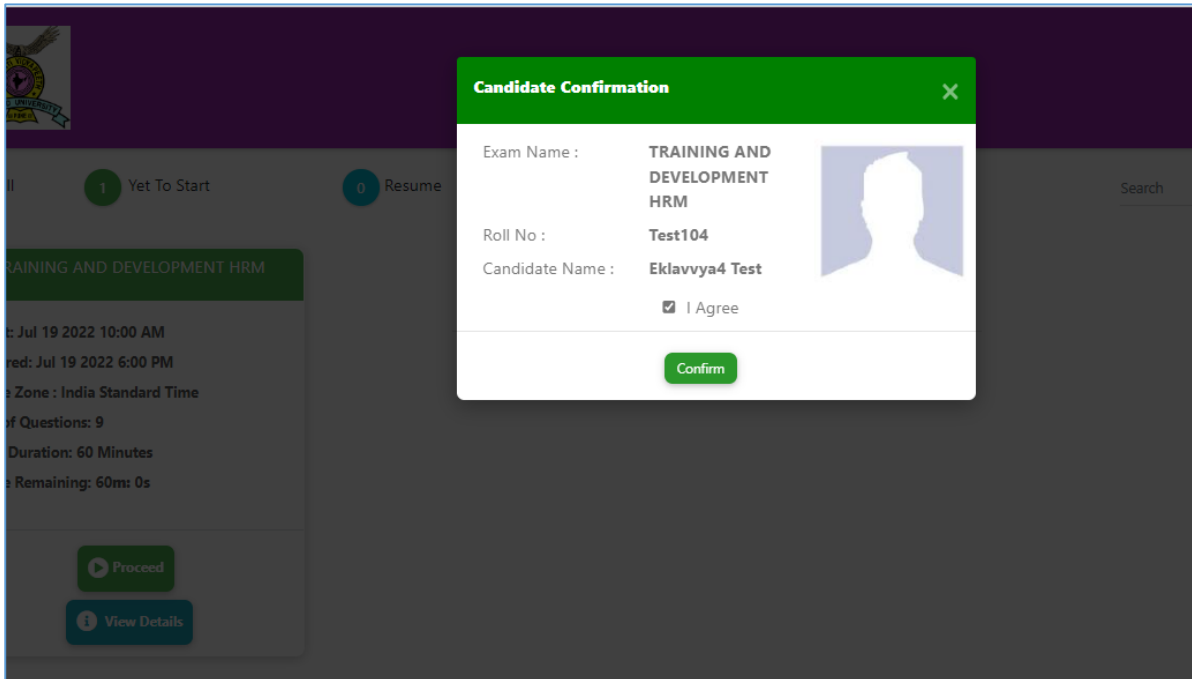
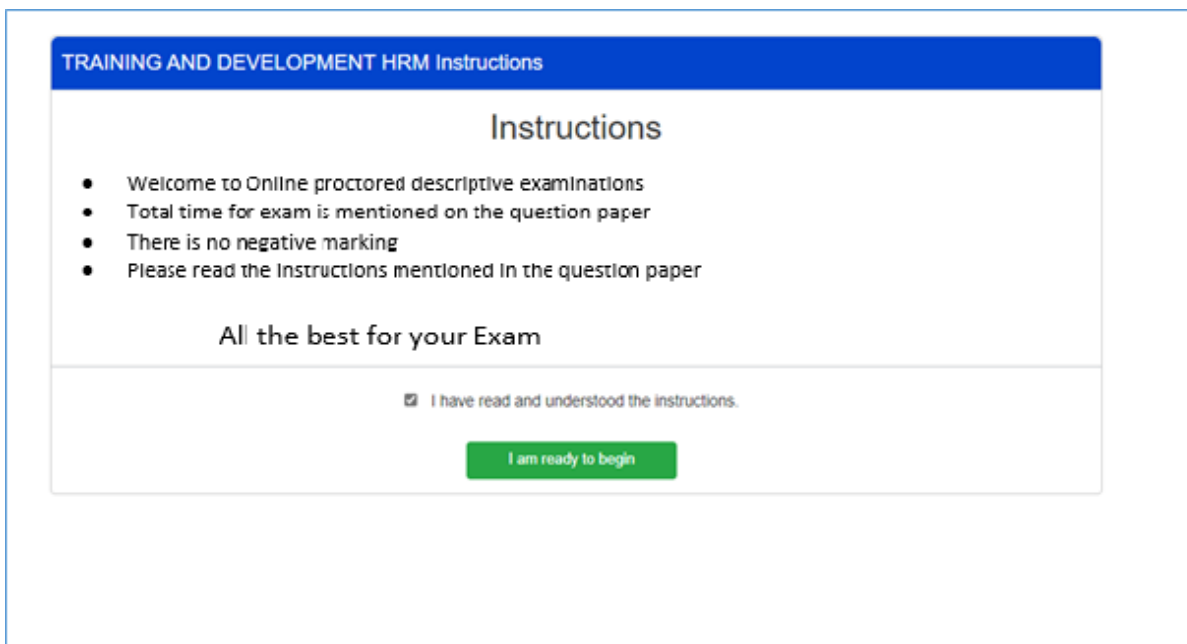STEP 3- Once you click on login button you will be redirected to dashboard which is shown below.

STEP 4- You need to click on ''Proceed'' button to proceed ahead. Allow Camera as shown below.

STEP 5- Once you clicked on proceed button then you need to click on check box "I Agree" and click on "Confirm" button to proceed ahead.
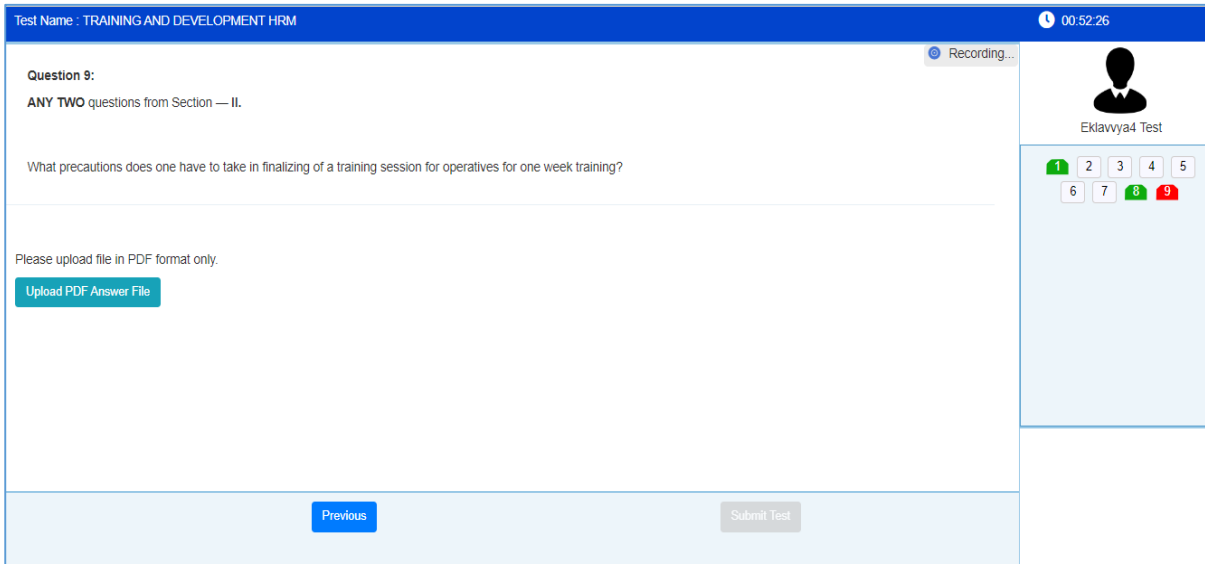

STEP 6- Please read the instructions and acknowledge by clicking on the checkbox and click on I am ready to begin button.
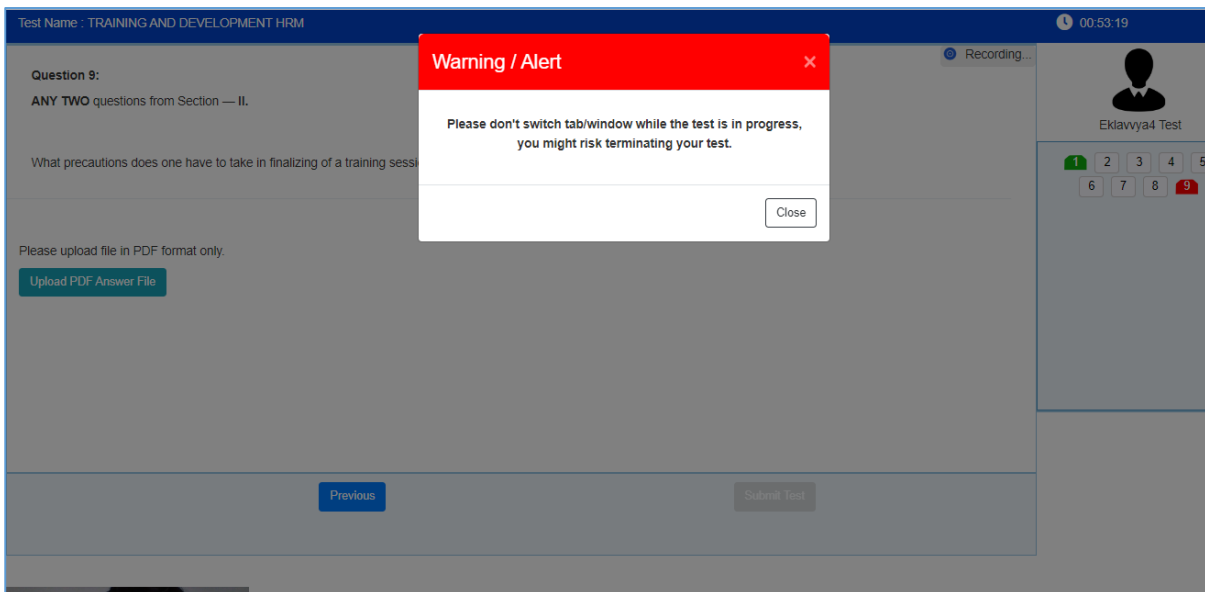

STEP 7-

- Once you have clicked on " I am ready to begin " button you will be redirected to the Exam page.
- To move to the next question, you have to click on next button and for previous have to click on previous button.
- Exam timer will be displayed on right upper corner.

- In the end there is an option "Upload PDF answer file"
- Student should create a single PDF of answer script of all the pages on which they have written the answer.
- PDF file size should be less than 20 MB

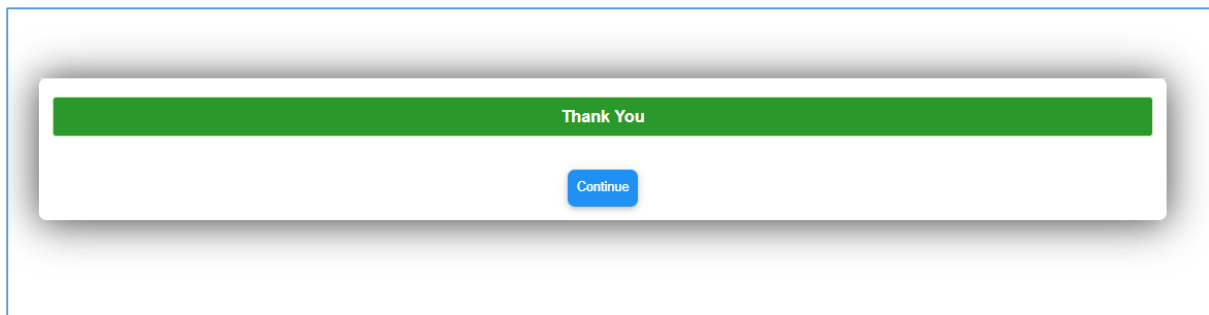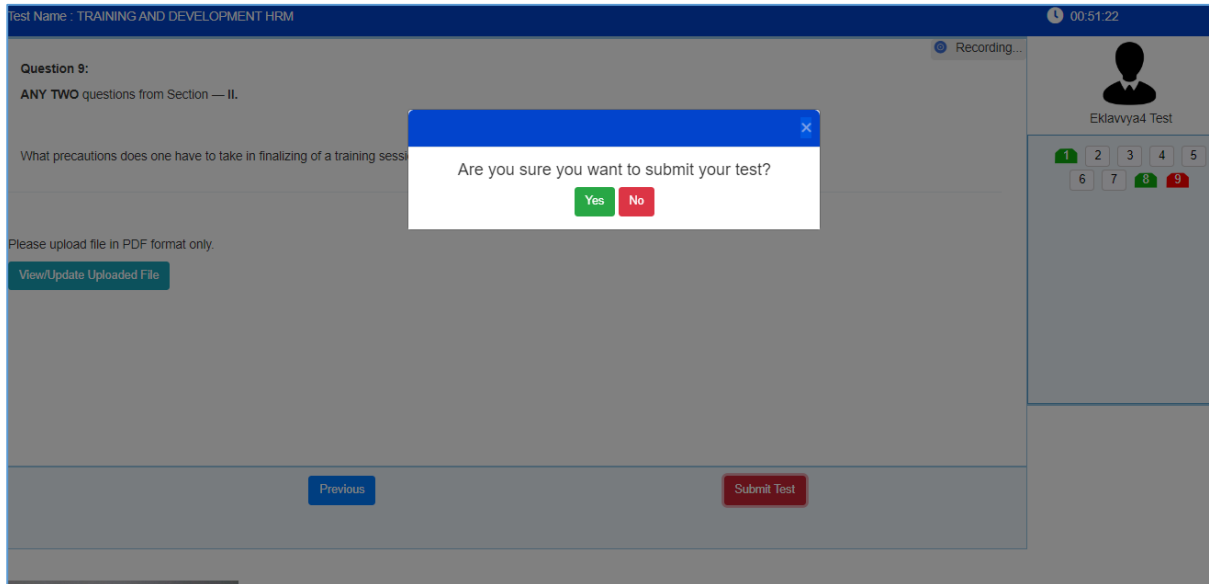STEP 8-Alert warning when shuffle or try to open new window

STEP 9-

- If the student tries to open other window during online exam, system will show a warning message about opening other window/ navigating to other activity.
- If the student exam is suspended, the student will not able to start the exam again.

STEP 10-

When the student clicks on Submit Test button, popup window will open as "Are you sure you want to submit your test", if you click yes, then your exam will get submitted.

************************************ END ************************************