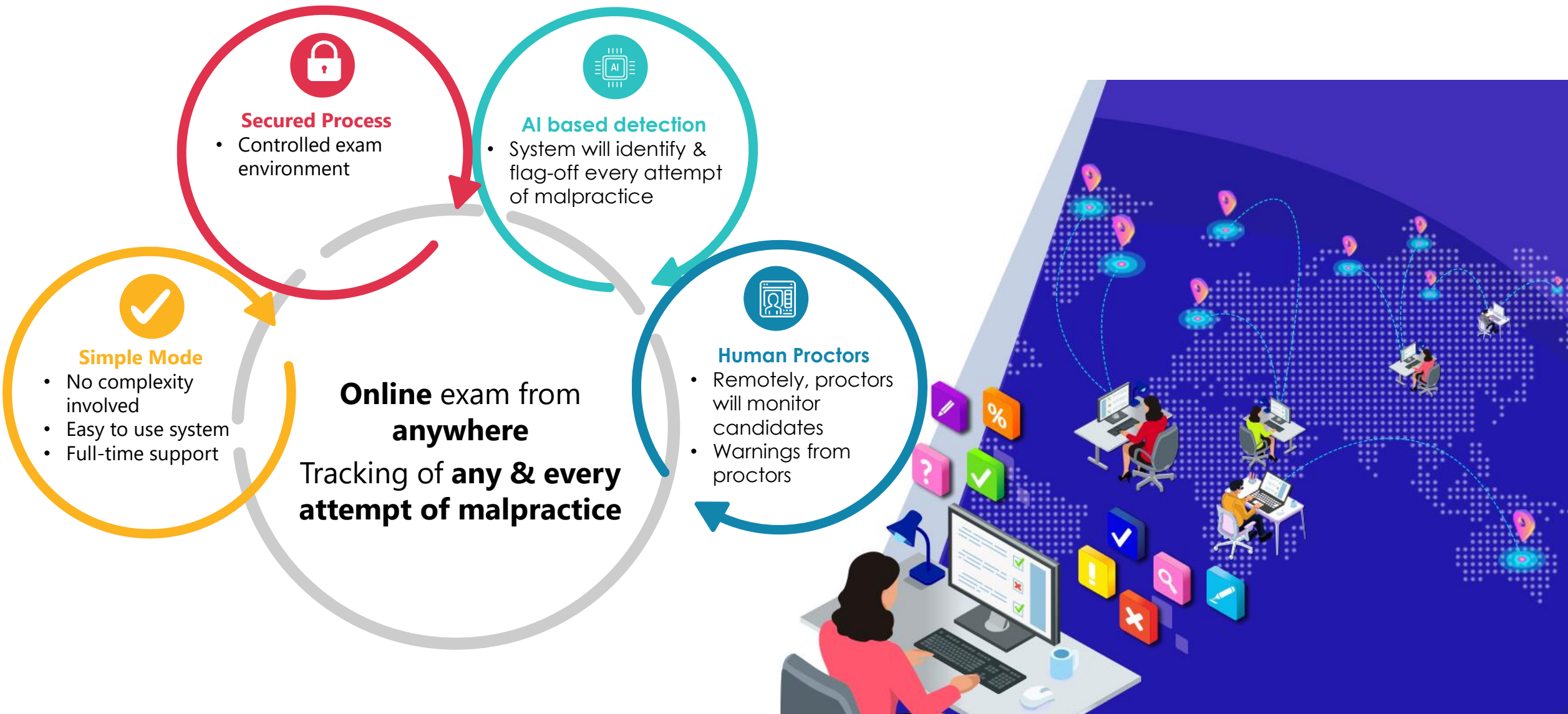


# WHAT IS ONLINE-REMOTE PROCTORED EXAM?



## Online – Remote Proctored Exam | Overview





# INSTRUCTIONS FOR CANDIDATES



## Support & Helpdesk for the Candidates



### Pre-exam Preparation

- All **guidelines and documents** will be shared before the exam
- **End-to-end mock test** will be conducted – **all candidate MUST attempt the mock exam**



### Dedicated Helpline

- Smart **IVR-based Helpdesk** will be setup for technical/ process support – number will be shared
- Candidates can **reach out for any clarifications/ support**



### Chat with Proctor

- During exam, if chat window is open, candidate can **message and reach out to the LIVE proctor**
- Alternately, candidate can wave hand in front of the camera – **proctor will initiate the chat with the candidate**



# Process for the exam

## The Process



### e-Admit Card & Guidelines

Candidates will receive their

- e-Admit card
- Exam Guidelines
- System Requirements
- User Manual

### Thorough Mock Test

will be conducted to familiarize candidates with the process AND to check that required infrastructure is in place



Exams will be proctored

### Wait for the Results

Result will be communicated to the candidates



### Exam Day

Candidates will follow the same process to appear for the actual exam

Candidates will have to abide by all the guidelines, do's & don'ts

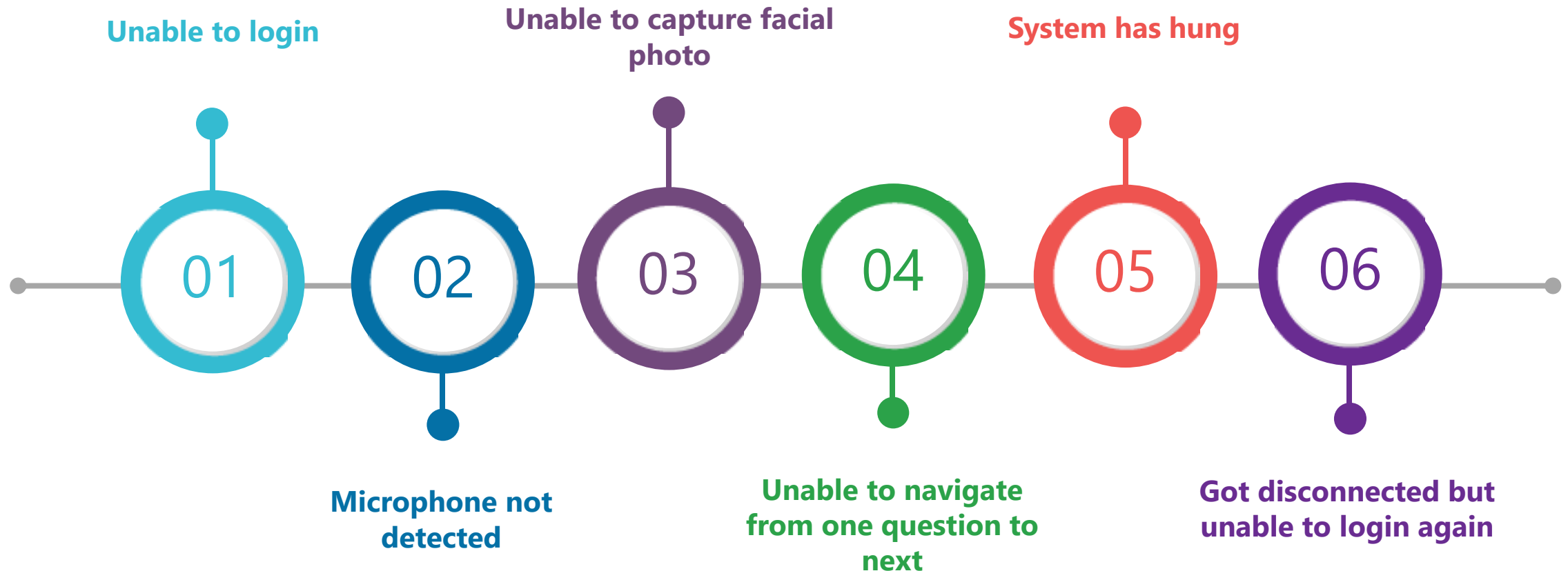


Helpline will be available

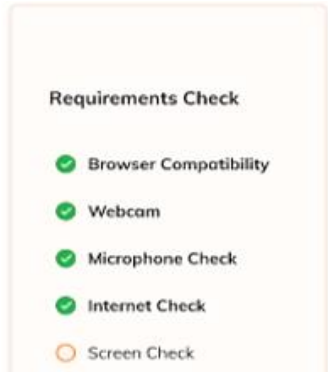
## Typical situations when candidates reach out to Help Desk number



**Helpdesk number is common – but mapped to multiple agents (experts)  
Helpdesk will be available during the mock exam, as well as actual exam**



# Instructions for the Online Exam | Some Do's



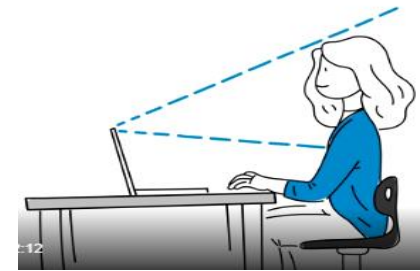
**Ensure Webcam, Microphone, Internet are working properly**



**Ensure proper lighting in the room so that your face is evenly lit**



**Ensure silence in the place / room where you are appearing for the test**



**Ensure your face is clearly visible in the Webcam**



**Capture your photo before start of the test. Ensure no objects behind you**



**Ensure that your face is fully captured in the webcam**



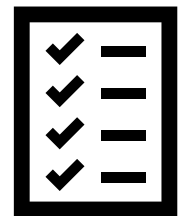
**Do wear transparent & non reflective glasses / lenses if required**



**Only a transparent water bottle is allowed on the test table**



**Keep your valid government ID proof handy to show it to proctor during exam**



**Do appear for Mock/practice test with the credentials provided to familiarize with the test experience**

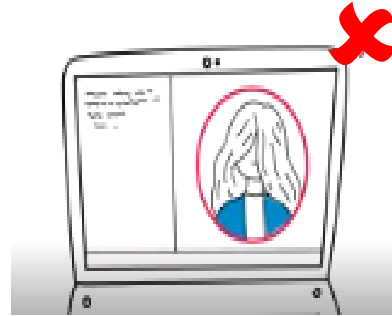
# Instructions for the Online Exam | Some Don'ts



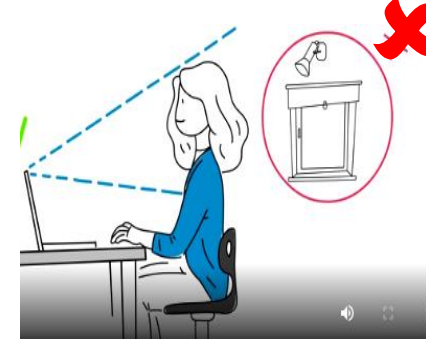
**Do not communicate with any person by any means during the test**



**Do not move away from place for any reason during the test**



**Do not cover your face with hair/clothing /mask or anything else**



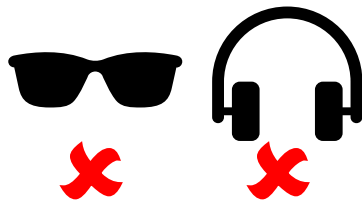
**Do not place any light source behind your face**



**Do not have background noises / voices /music or TV**



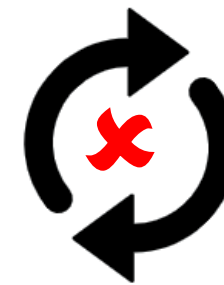
**Do not entertain any other people in the room**



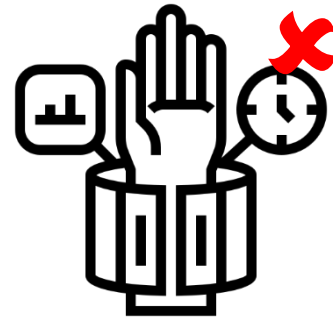
**Do not wear sunglasses / earphones during the test**



**Do not use Google / any other search engine**



**Do not press F5 / toggle between applications**



**Do not use any kind of wearable gadgets**





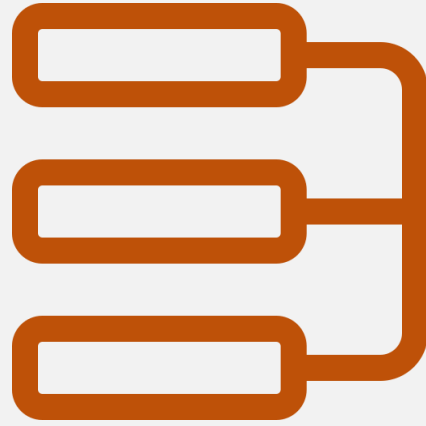
# HARDWARE – SOFTWARE REQUIREMENTS



## System Requirements

<b>Hardware</b>	<b>Device</b>	Laptop/ Desktop (recommended) Mobile/ Tablet
	<b>RAM</b>	Recommended 1 GB or above
	<b>Microphone</b>	Built-in microphones are acceptable, as are external microphones.
	<b>Web camera</b>	Webcam must have a minimum resolution of 640x480 @ 15 fps. Webcam may be internal or may be external and connected to the computer
	<b>Recommended Internet Speed</b>	1 MBPS or more – dedicated and continuous connectivity. Wired or wireless networks
	<b>Processor</b>	2 core or above
<b>Software</b>	<b>Browser</b>	Latest version of Chrome, Firefox, Safari, Edge
	<b>Other software needed</b>	Download Any Desk - <a href="https://anydesk.com/en">https://anydesk.com/en</a>

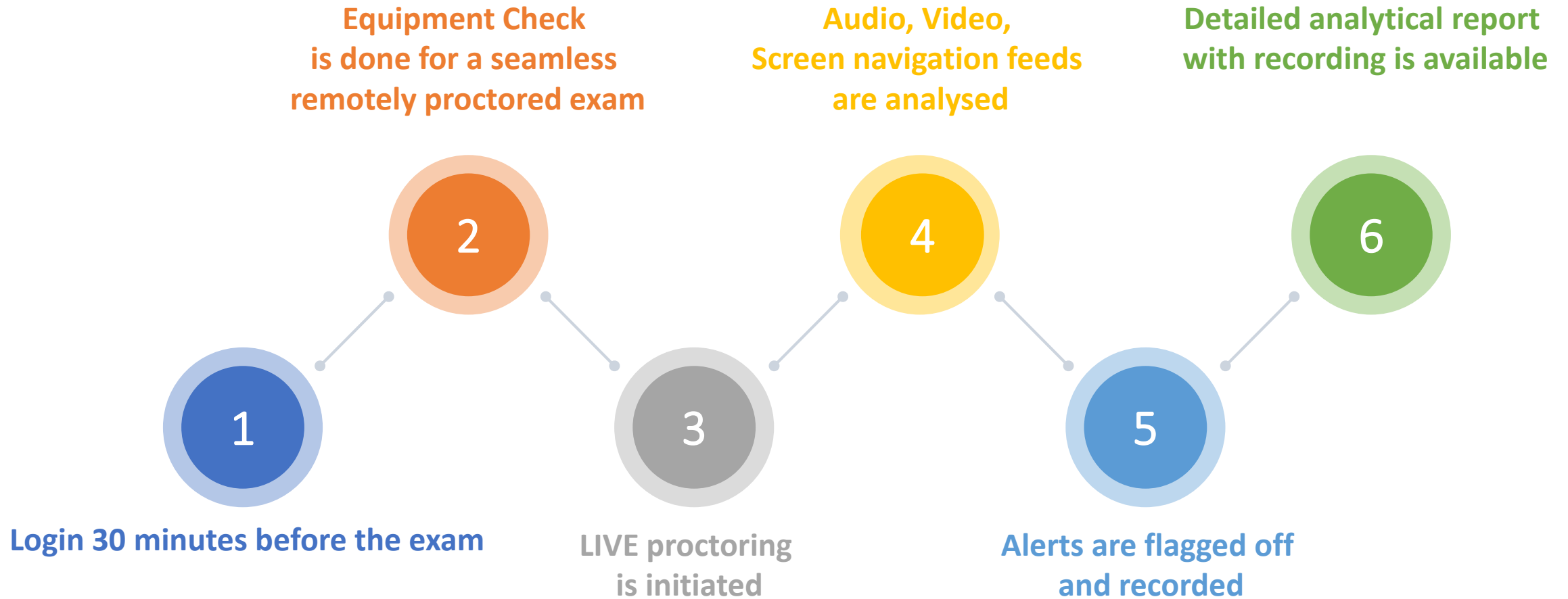
A **mock exam** will be conducted to ensure that System Requirements are tested beforehand



# STEP-BY-STEP FLOW FOR THE EXAM



Test taking steps | Overview



A detailed user manual will be shared mentioning the step-by-step process

## Step-1 | Check your system compatibility

Check your computer compatibility for appearing in the examinations using the below links –

- To check **webcam**:
  - <https://webcammictest.com>
  - <https://webcamtests.com>
- To check **microphone**:
  - <https://webcammictest.com/check-microphone.html>

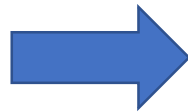
## Step-2 | Enter your ID & password and Details

122.167.127.220

Login ID

Password

I confirm my attendance by logging in



DATE : SEPTEMBER 14 2020 | TIME : 03:12:23 PM

**Please fill up the form below.(Fields marked \* are Mandatory)**  
The information collected below will not be disclosed to third parties. Please leave the fields which are irrelevant.

1. Personal

**Personal Details**

First Name

Last Name

Nationality

Gender  Male  Female

Date of Birth

**Please Note:** This is a representative form for demonstration purpose

## Step-3 | Confirm your details &amp; continue

## Confirm your details

Candidate Name Roll number  I confirm that details are correct

## Step-4 | Read Instructions & Start the Exam

DATE : AUGUST 22 2020 | TIME : 09:49:01 PM

Read the following instructions carefully

Time left on this page: 09:48

**General Instructions:**

- Before starting the test, please verify your User Id.
- Total Questions in the Test are **34**.
- There are **3 Sections** and the break up is mentioned below:

Section Name	No. of Questions	Question Nos.
Verbal Ability	10	01 to 10
Analytical Ability	10	11 to 20
Descriptive Test	14	21 to 34

- There is no **"Negative Marking"** for Wrong Answers.
- Total Test Duration is **180 Minutes**.
- You can submit your test whenever you have completed. However, if the test time elapses the system will automatically submit your test.
- Do not close any Window directly when you are taking the test.

**Navigational Instructions:**

I Confirm that I have understood all the instructions.

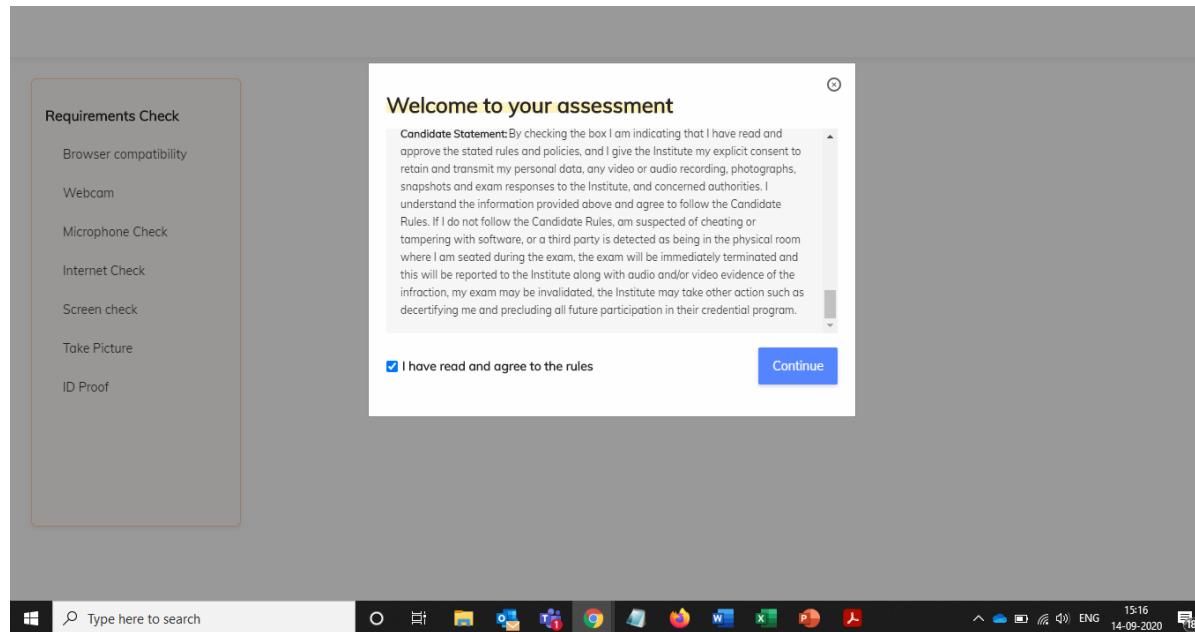
[Start Exam](#)

**Please Note:** The instructions are just a representation – actual exam instructions will be shared with all candidates.

The actual test time will not start until you click on the 'Start Exam' button.  
Go through the instructions carefully and at ease.

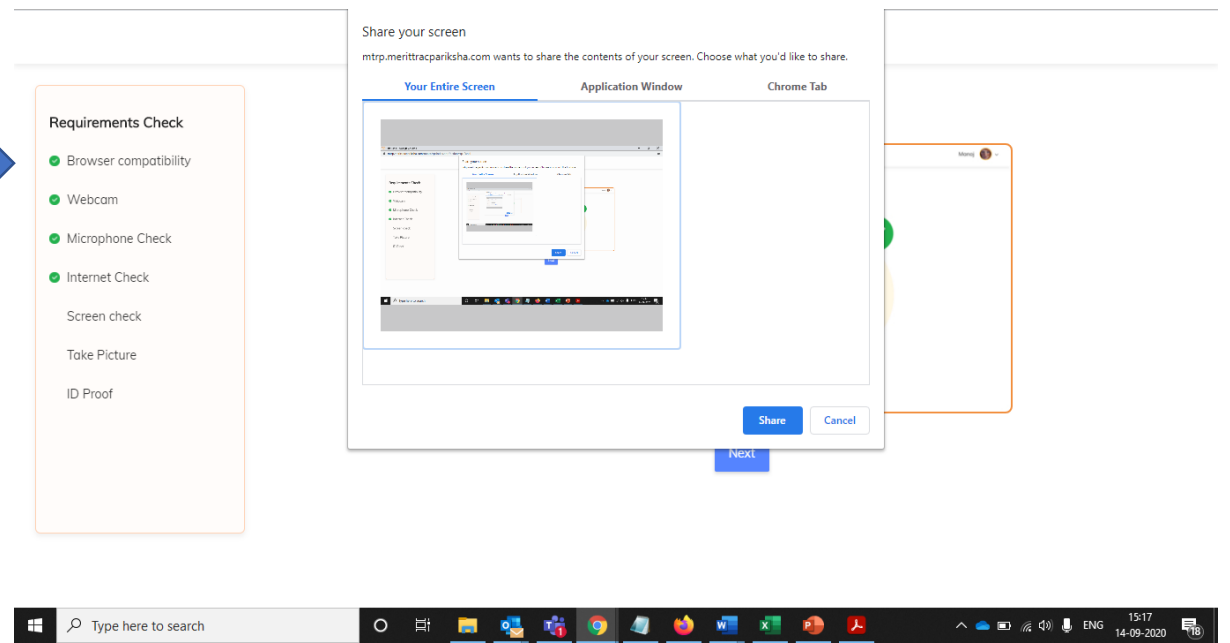
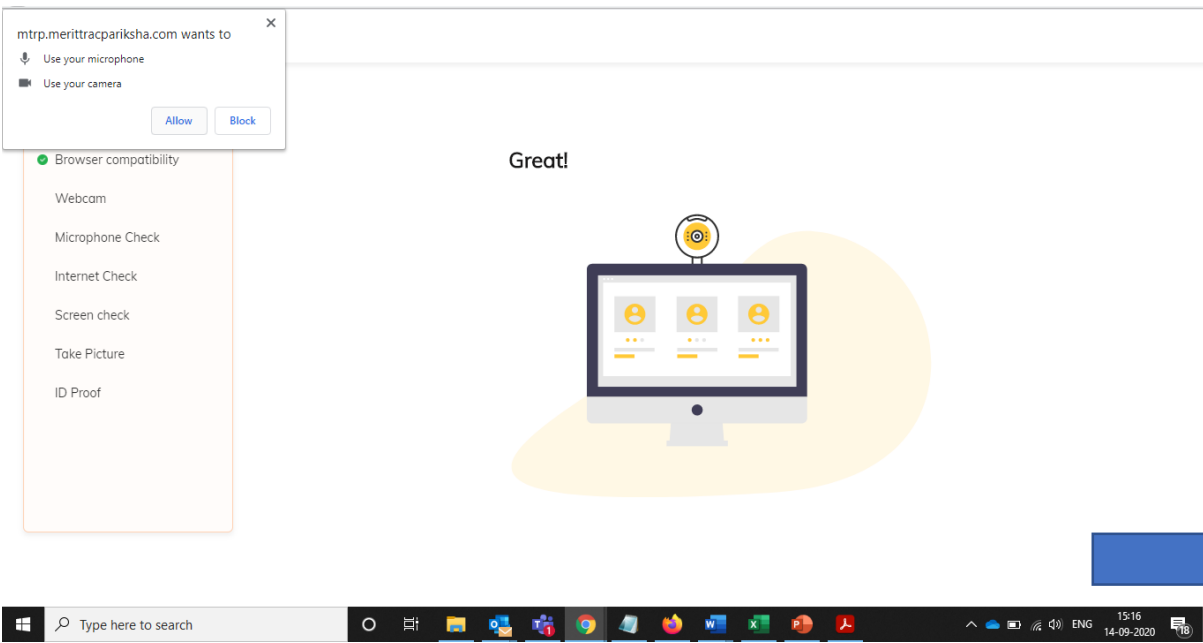


## Step-5 | Read through the Rules & Give Agreement



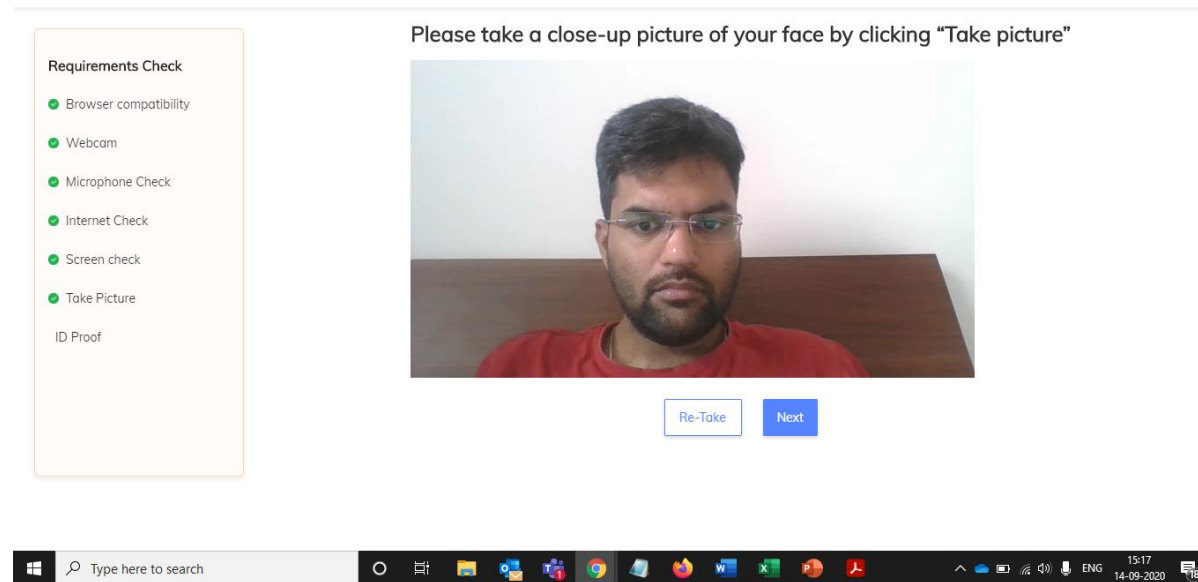
**Please Note:** These rules will be shared before the exam

# Step-6 | System will move into Automatic Equipment Check



**Please Note:** Do not interrupt this process in between

## Step-7 | Capture your Profile Picture



**Please Note:** Ensure your room is well lit | Face should be visible completely in the frame | Do not cover your face.  
This profile picture will be benchmarked throughout the exam to capture any attempt of impersonation

## Step-8 | Capture your ID Proof Picture



**Please Note:** Ensure your room is well lit | ID should be visible completely in the frame | Do not cover your ID  
List of permissible ID proofs will be shared with you before the exam.

# Step-9 | Attempt the answers in all sections

Test RP Demo | Current Section MCQ | Nihar AA060MRE | Remaining Time: 01:55:32 | Resources | A A A

MCQ (60)

Q3. In which of the following state Bandipur national park is located?

- (A) Karnataka
- (B) Kerala
- (C) Madhya Pradesh
- (D) Tamilnadu

Legends & Filter

- 57 Not Visited
- 2 Not Answered
- 1 Answered
- 0 Marked
- 0 Answered & Marked

Hide Question Panel | Previous | Mark | Clear | Next

Test RP Demo | Current Section MCQ | Nihar AA060MRE | Remaining Time: 01:47:23 | Resources | A A A

MCQ (60)

Q47. Ganymede is the satellite of which of the following planet?

- (A) Jupiter
- (B) Earth
- (C) Mars
- (D) Saturn

Filter Reset

- 49 Not Visited
- 3 Not Answered
- 2 Answered
- 3 Marked
- 3 Answered & Marked

Hide Question Panel | Previous | Mark | Clear | Next

Q48. Which of the following is not a mode of transport?

- (A) Gasoline powered automobile
- (B) Electric Generator
- (C) Telegraph
- (D) Telephone

Legends & Filter

- 55 Not Visited
- 3 Not Answered
- 2 Answered
- 0 Marked
- 0 Answered & Marked

Hide Question Panel | Previous | Mark | Clear | Next

**Please Note:** These are just demo questions

## Step-10 | Once done, click on the 'End Test' button & 'Confirm' the submission

The screenshot shows the test interface for 'RP Demo' with 'Current Section' as 'MCQ'. The user is 'Nihar AA060MRE' and the remaining time is '01:34:48'. A grid of question numbers (25-60) is visible on the left, with question 60 highlighted. Below the grid is a 'Legends & Filter' section showing counts for 'Not Visited', 'Not Answered', 'Answered', 'Marked', and 'Answered & Marked'. At the bottom, there are navigation buttons: 'Hide Question Panel', 'Previous', 'Mark', 'Clear', 'Next', and 'End Test' (highlighted with an orange box).

The 'Please Confirm' dialog box displays a warning: 'Warning ! : Not all Question(s) are Answered. Question(s) are Marked for review. Confirm End Test'. Below the warning is a table showing the status of the section:

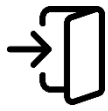
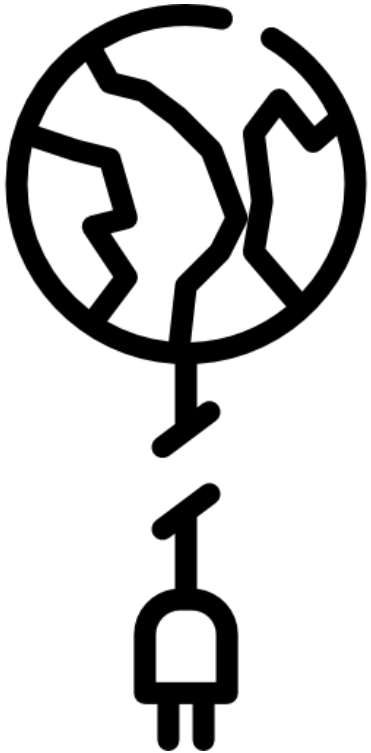
Section : MCQ	Total : 60	Marked
Total number of questions answered	5	3
Total number of questions not answered	55	3

At the bottom of the dialog, the 'Yes' button is highlighted with an orange box.

The 'Confirm End Test' dialog box contains the text: 'You have chosen to 'End Test'. Please press on 'Confirm' to end the test or 'Cancel' to resume'. The 'Confirm' button is highlighted with an orange box.

**Please Note:** These are just demo questions  
Click on *End Test* → *Yes* → *Confirm* (2 stage confirmation process)

Do not panic if the network gets interrupted



**Close the browser and login again, after 3 minutes, using the same user-id / password**



**There will be no loss of already attempted answers. They automatically get saved as you answer**



**You can continue the test from the point where your test session got interrupted**

# You are Continuously Monitored by the LIVE Proctor

Test RP Demo | Current Section MCQ | Nihar AA060MRE | Remaining Time: 01:52:16 | Resources | A A A

MCQ (60)

Q3. In which of the following state Bandipur national park is located?

- (A) Karnataka
- (B) Kerala
- (C) Madhya Pradesh
- (D) Tamilnadu

Legends & Filter

- 57 Not Visited
- 2 Not Answered
- 1 Answered
- 0 Marked
- 0 Answered & Marked

No face or not looks in camera

Chat

Proctor1 move video widhet to your left

15:25:28 Proctor1 chat is overlapping it

15:25:54 Proctor1 initiating video call

15:26:36 I need help..

Test RP Demo

Test RP Demo | Current Section MCQ | Nihar AA060MRE | Remaining Time: 01:51:46 | Resources | A A A

MCQ (60)

Q3. In which of the following state Bandipur national park is located?

- (A) Karnataka
- (B) Kerala
- (C) Madhya Pradesh
- (D) Tamilnadu

Legends & Filter

- 57 Not Visited
- 2 Not Answered
- 1 Answered
- 0 Marked
- 0 Answered & Marked

Chat

Q3. In which of the following state Bandipur national park is located?

- (A) Karnataka
- (B) Kerala
- (C) Madhya Pradesh
- (D) Tamilnadu

Legends & Filter

- 57 Not Visited
- 2 Not Answered
- 1 Answered
- 0 Marked
- 0 Answered & Marked

No face or not looks in camera

Ongoing Call





Q & A

PLEASE PUT YOUR QUESTIONS IN THE CHAT AREA





ALL THE BEST..!



Thank **You**