



## Dr HOMI BHABA STATE UNIVERSITY

### ONLINE EXAMINATIONS INSTRUCTIONS

#### Minimum System Requirement

1. Personal Laptop or Desktop computer in working condition (you can use Windows 7 and above).
2. The latest version of Google Chrome Browser only for Desktop and laptop.
3. Android mobile phone with updated version of google Chrome only.
4. Please note that Internet speed should be more than 512 KBPS

#### Important Examination Instructions

1. Do not use the alt-tab, mouse or any other device to shift from examination screen to any other screen or do not try to open any other application while attempting the examination.

**Doing so may result in discontinuation of examination and your examination will be considered as null and void.**

3. **Resume Exam:** if your computer is not responding or there is a cut of power supply during the exam you need to re-log with your login credentials, **all attempted questions will be saved in the database and you can resume from where you left the exam.**

#### General Instructions: -

1. The clock has been set at the server and the countdown timer at the top right corner of your screen will display the time remaining for you to complete the examination. **When the clock runs out, the examination ends by default - you are not required to end or submit your examination at that time.**
2. The "Marked for Review" status simply acts as a reminder that you have set to look at the question again. **If an answer is selected for a question that is "Marked for Review", the answer will be considered in the final evaluation.**
3. To change an answer to a question, first select the question and then click on the new answer option followed by a click on the "Save and Proceed" button.
4. You can give an answer to review questions by referring to the "Review Questions" section present on the right side on the screen.
5. **Questions that are saved or marked for review after answering will ONLY be considered for evaluation.**
6. **Click on the "Submit Test" button to end/ submit the examination .**