

VIVEK EDUCATION SOCIETY'S VIVEK COLLEGE OF COMMERCE

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PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI, ACCREDITATED BY NAAC

INSTRUCTIONS TO STUDENTS (REGULAR 2020-21 BATCH & ATKT) FOR ONLINE MCQ BASED EXAMINATION:

1) All the students have to login once to check their login credentials prior to exam. In case of any issue, students can get in touch with Class Teacher or Coordinator. A student can login through College Website also, link is available on Quick Links. (Exam Link: <u>ves.edusprint.in</u>)

2) Student has to login and be ready 15 minutes prior to the time of examination. Kindly change the year & semester i.e. 2020-2021 [2,4,6]

3) Preferably use Mobile phone for the examination. Make sure that you are not changing the mobile or sim card during the entire examination. Refrain from accepting any calls.

4) **PC / Laptop / Tablet** with working Webcam and Microphone will be also fine. Do not use Wired, Wireless or Bluetooth - Headset / Headphone / Earphone / Speaker while appearing for the exam. Ensure that devices which you are using is fully charged and having proper internet (Wi-Fi or Mobile Data) connectivity.

5) Google Chrome Browser is to be used compulsorily. Do not access examination in chrome Incognito or InPrivate window. Ensure that the Google Chrome Browser is updated regularly till the end of the examination. Do not use any other default browser of your mobile (Example: MI, Firefox etc) and also Do not use Edusprint App for exam purpose.

6) This is a **Proctored MCQ Exam**. Your photo and audio will be randomly captured for recording and will be further reviewed. Do not switch browser tab or open any other application during the exam as same is getting recorded. If you keep the device camera and audio off or you do not allow access of camera & audio to Google Chrome Browser then your paper will be disqualified.

7) Practice of Unfair Means during the examination will lead to disqualification of all the papers.

8) Try to sit around a silent place / room with decent dressing while appearing for online exam. Appear for all the papers with utmost serenity, integrity and honesty.

9) Examination Timetables are displayed on the College Website.

9) For any type of technical help, stay in touch with your Class Teacher or Coordinator.

Best of luck! Stay Healthy & Stay Safe

Best Wishes from The Management (VES), Principal, Examination Committee, Teaching & Non-Teaching Staff.