Ref.No.MBU/COE/2021/ 2585   Dated: 12/01/2021

NOTICE FOR ONLINE EXAMINATION, JANUARY-2021

It is for the information of all the students of Manav Bharti University, that **Odd Semester Examination, January-2021** (Online MCQ based test) will be held from **28th january 2021** onwards. It is compulsory for all the students to attempt the exam. In case of absent, students will be responsible for non-processing of the result as per the scheme of the Examination.
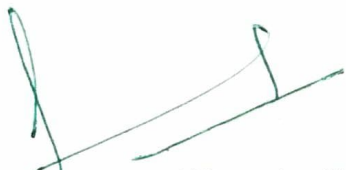
Online Exam steps/instructions

1. Online Exam will be conducted for all odd semester students on MCQ based method.

2. The duration of Exam will be **1 Hour** and there will be no negative marking in the exam.

3. There will be five choices for each question. Students has to choose only one of the five choices as their answer:

4. Students need to login by click on the link, that will be sent on your mobile no/email id before the Exam.

5. Students need to enter user id and password that will be sent on your mobile no/email id, before the exam and then click on the login button.

6. Read instruction carefully , tick ONE correct option from A,B,C,D,E and click on save/mark and submit.

7. Students can give their exams on Computer/Laptop/Android/ios(Mobile) devices with camera. Preferable browser is Google chrome and Mozilla Firefox(Updated Version). All of your activity will be recorded during exam time through camera.

8. Any student who will try to search answers from internet or using any cheating method during Exams will be directly caught and blocked by the server/Administrator and he/she will not be able to appear again.

9. Students who will appear via mobile devices in exams, they have to change their display setting before login i.e. **Setting>Auto Screen Off Time>More than Five Minutes Or Display time>more than five minutes**. Students who do not change their Screen time, their Exam will be locked and they will not be able to appear again, So all students are hereby required to change it before starting of the Exam.

10. While giving Exams, Students are directed not to do any other operation(attending call etc.) on thier phones, If they do so, then Student's id will be blocked by the server/administrator and he/she will not be able to appear again.

11. Students are directed to submit their **Exam after 45 minutes** after login. Exam will automatically get submitted if the duration of the Exam is over.

12. In case of any problem in the questions in online exams, Students must submit written application to their concerned teacher/HOD after the Exam(Same day).

13. Login timing of Exam for Morning session is **10:00am to 12:00pm** and Evening session is **02:00pm to 04:00pm.**

Note: It is compulsory to clear all pending dues, and submission of pending assignments. Those who fail to comply, will be responsible for such consequences. In case of any doubt, contact your concerned department.

Controller of Examination