

Mahatma Gandhi Institute of Technology

Academic and Examination Section

Guidelines for Online Examinations

Final semester B.Tech students are instructed to follow the guidelines given below while appearing for the forthcoming II Mid-Term (online) examinations.

1. The online examinations will be of objective type with 20 questions and will be for 30 Min. duration.
2. All the students shall appear for mock examinations, before the scheduled Mid-Term examinations.
3. All the Students shall appear for II Mid-Term examinations on the scheduled date and time, without fail. The final sessional / internal marks are the average of I & II Mid-Term examinations.
4. Please take your exams from such a place where there is no power break down (where Inverter facility is available) and from such a fully charged computer which has a strong internet (broadband connection).
5. Don't turn/move from the screen. Too many times moving out of focus will lead to automatic Closure of examination.
6. Multiple face detection using the camera on the examination platform will lead to disqualification and automatic submission may happen, if repetition occurs.
7. While doing rough work, ensure that your image is well within the webcam frame.
8. Use modern web browser like Google Chrome, Firefox, Edge for taking the assessment. A minimum internet speed of 512 kbps is required.
9. Assessments are proctored, so please ensure that there is no chat or messaging or any application with pop-ups are on while the assessment is in progress. If you move out of test window or if any pop-ups are detected, the test will be locked. Please ensure that you don't move out of the test during the complete duration of the test.
10. For multiple choice questions, select the answer and click on next.
11. Turn off all chat applications/messaging apps/other web browsers. Do not Navigate away from the test window while taking the test. Only in case of power or internet failure, re-enter the same credentials to continue and complete your test.
12. The Test Pin is for one-time use only. Do not forget to click on the End Test once the test is completed. Keep an eye on the Timer displayed on the screen.
13. Student should have proper internet connectivity with a backup plan. In case of internet failure for prolonged duration or dis-connectivity is happening too many times, your test is liable to be cancelled and you may be given another chance to reappear at a later date. However decision will be at the sole discretion of the Institution. For this reason the student should have proper internet connectivity with a backup plan.
14. If internet failure occurs in the middle, do not panic. You can continue to answer the questions. But, at the time of submission you must have internet connectivity to upload the same.
15. For any problem during examination, contact Examination Branch from some other mobile in case you are appearing for the examination on your mobile.
16. Keep the Exam Branch contact details in the second phone and for any difficulty, call the Exam Branch without any hesitation.