



Hindusthan College of Engineering and Technology

(An Autonomous Institution, Approved by AICTE, New Delhi,
Accredited with 'A' Grade by NAAC, Affiliated to Anna University)
Valley Campus, Pollachi Highway, Coimbatore – 641032



OFFICE OF THE CONTROLLER OF EXAMINATIONS

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HICETCOE/GEN/INSTRUCTIONS

Circular

2020-AUG

Important Instructions for Proctored Test

- The Proctoring test requires a reliable network connection. Ensure that Mobile/Laptop/PC are connected to an uninterrupted internet connection and in full charge.
- Ensure that browser's cache, history and cookies are cleared.
- Do not cover **Web Camera** while taking up the test.
- Students using **mobile phone** for taking up the test, should **place it a proper and undisturbed position** so that it doesn't shake during the test otherwise it is counted to suspicious activity and a warning message will be notified.
- **Use only the calculator available on the screen**; do not use your own calculator.
- Make sure that all notifications in the mobile/laptop/PC are blocked before taking up the test.
- Ensure that you are seated in a separate room with **calm environment**.
- Ensure that you have a clear background and **the face has proper lighting** when in front of the web camera.
- **Both ears to be visible in the web camera feed during the test.**
- **Do not turn away from the monitor** during the test.
- Our AI powered proctoring test will detect in case of any suspicious activities like using mobile phone, getting help from friend. So do not involve in any activities which are classified as suspicious activities as per the instruction.
- For Every Suspicious activity, a warning message will be generated. If a threshold to warning message is reached, the test will be auto submitted.
- Should **not click next option more than once** which leads to skipping of questions.

The test **will get auto-submit** on any of the below reasons,

- Moving out of the test window to any other tab.
- Clicking any other app / software notification while giving the exam
- Clicking on any system related to pop-up messages
- On reaching the Test cut-off time
- On exceeding the allowed time limit for the exam

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