

IMPORTANT INSTRUCTIONS- GBU ENTRANCE EXAM 2020

Read carefully the instructions before starting the Exam.

Time: 2:00 Hours

1. This is a Remote Proctored Online Exam. The Camera and Microphone of candidate's Device will be strictly monitored.
2. The candidate is required to be right in front of the camera of the device, during the entire duration of exam so that the candidate's face should be visible on the screen during the entire duration of the exam.
3. The candidates are required to take seat at a very calm place with a stable back ground preferably with a plain curtain or wall with no frame on it.
4. There should be no noise in the background as the candidate's microphone is being recorded, any other voice detected will be considered as using unfair means in the exam.
5. The candidate can use only rough sheets and pencils while taking the Exam. Use of calculators, mobile phones, log tables, dictionaries, or any other printed/online reference material during the exam. Use of any such device will be detected by the camera and may lead to expulsion from the exam
6. **The Candidate must ensure that there should not be "any other individual" except the candidate i.e. examinee. If, during examination any other individual found in the camera (live streaming) along with examinee, their candidature shall stand cancelled.**

Instructions:

1. Candidate can read the instructions in between the exam after clicking the "**INSTRUCTION BUTTON**" on examination window (right corner).
2. The exam contains a total number of 100 questions as per given information in **Admission Brochure for each program. Each questions carries 1 mark for the right answer and there will be no negative marking.**
3. The format of question paper will be section wise as per Admission Brochure.
4. **A maximum stipulated time of 3 minutes (180 second) is given for each question.**
5. Candidate must attempt the question displayed on the screen within the stipulated time of 180 second, and move ahead to the next question by clicking the **SAVE AND NEXT** button on the right side of the bottom of the screen after choosing, if the candidate do not want to attempt the question, the candidate can skip the question and move to the next question by clicking the same button.
6. If the candidate does not attempt the question within the stipulated time (i.e. 180 seconds per question) the exam will move to the next question automatically.
7. Once candidate save his/her response and move to the next question by clicking the **save and next button** or the automatically to the next question after the expiry of the stipulated time of 180 second, **the candidate will not be able to go back to the previous question.**
8. However, if candidate feel the need of more time to solve any question he/she can get more time by clicking the **GET MORE TIME** button which will appear before 20 second expiry of the stipulated time of 180 seconds.

9. On the **GET MORE TIME** button a countdown timer of 20 seconds will start on the button and to get more time for the question the candidate will have to click the **GET MORE TIME** button within 20 seconds, otherwise the **GET MORE TIME** button will disappear as the stipulated 180 seconds time of the question is over and candidate will move automatically to the next question and another count down of 180 seconds will begin for the next question displayed on the exam interface.
10. If candidate wish to mark any question into review and give response later, the candidate can do so by clicking the **MARK AS REVIEW** button available on the right side of the bottom of the screen, on clicking this button the question will be marked as review and candidate will be able to move back to those question to give his/her response.
11. The exam interface gives an opportunity to “**mark as review**” a maximum of 10 questions in each section.
12. The pallet button panel on the right side of the Exam interface will be changing the colour to help the candidate to identify the status of the question as per the colour codes shown on the exam interface.
13. Candidate can unmark his/her answer by clicking on the "**CLEAR RESPONSE**" option.
14. If the exam time is over the exam will be submitted automatically and candidate selected response will be saved.
15. If candidate’s system gets hanged or face any other problem in internet connectivity, - "Don't Worry", kindly press reload button window of the exam and candidate can resume exam from where he/she had left."

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| <ol style="list-style-type: none">16. As the candidate navigates to the next section, then he/she will not be able to access the marked questions of the previous section.17. Do not click the “SUBMIT EXAM” button before completing the Exam. The Exam once submitted cannot be resubmitted.18. Whenever, the Candidate moves form one section to another section, he/she ensure to complete all task in previous section. As there is no reversal/move back to previous section. |
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