

Estd : 1983



“Education through self-help is our motto” – Karmaveer”

Rayat Shikshan Sanstha's

Karmaveer Bhaurao Patil College of Engineering, Satara

Sadar Bazar, Near RTO Office, Satara, Maharashtra State (INDIA), Pin – 415 001.

Founder : Padmabhushan Dr. Karmaveer Bhaurao Patil (D. Litt.)

Approved by AICTE, New Delhi, Govt. of Maharashtra (DTE, Mumbai),

Affiliated to Shivaji University, Kolhapur

[Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere – from 2017]

Website – www.kbpcoes.edu.in, E-Mail: registrar@kbpcoes.edu.in,

Phone : 02162-230636 / 235767 / 233005.

ONLINE EXAMINATION STUDENT USER MANUAL

*Prepared By
Software Development Cell, KBPCOE, Satara*

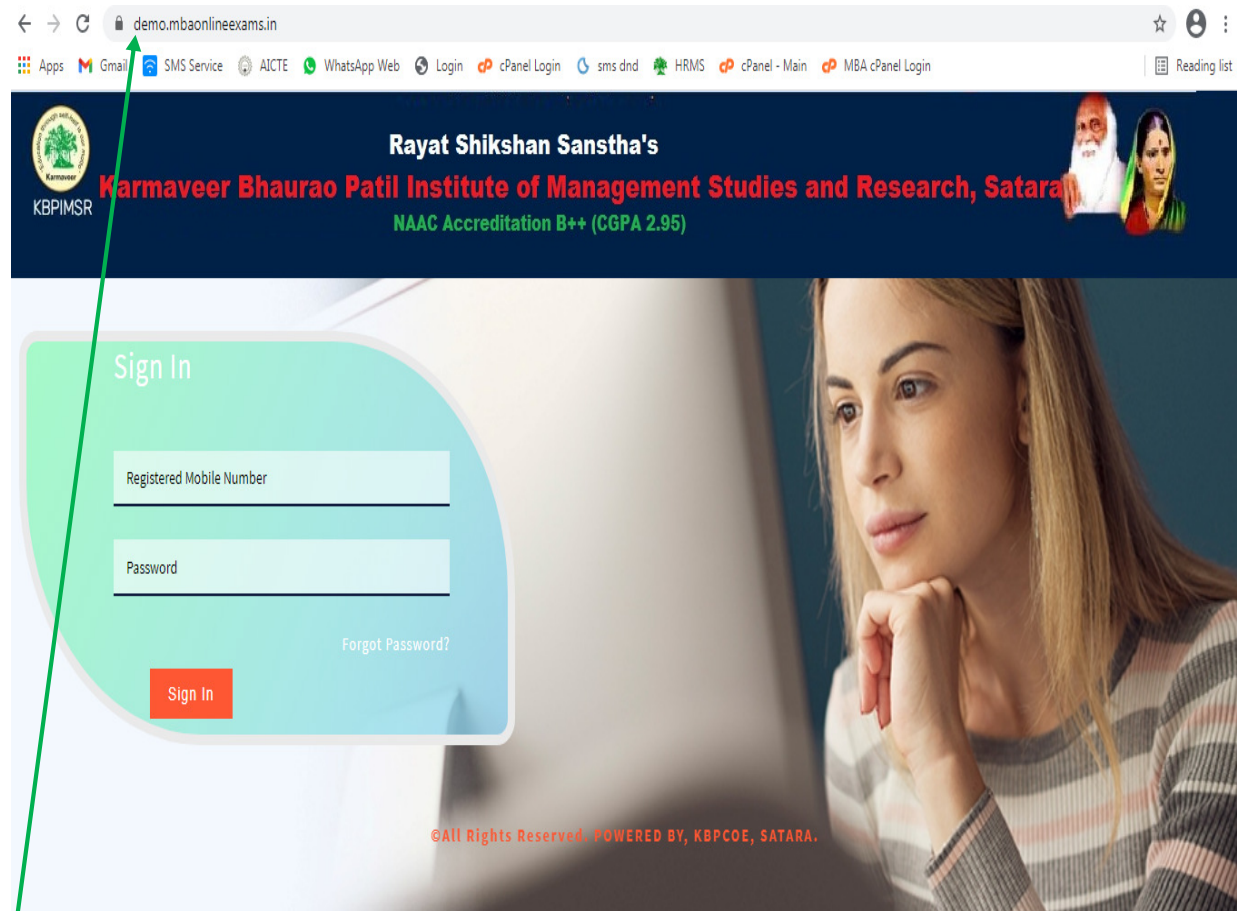
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ONLINE EXAM INSTRUCTIONS:-

- Exam is of 50 Marks, Consisting of 25 questions and student has to attempt all 25 questions. Each question carries 2 marks i.e. $25 \times 2 = 50$.
- The total duration of the examination is 60 minutes. No negative marking scheme for this examination.
- Do Not Resize (Minimize) or do not refresh the browser during the test.
- Never click the "Back" button on the browser. This will take you out of the test.
- Use faster, reliable and continued internet connection. Do not use internet connection which frequently disconnects or has any other issues.
- Exam rules are a very important part so it must be considered with priority and any type of negligence is not acceptable.
- Keep sufficient power/electricity backup. We are not responsible for any electricity power failure; Laptop/notebooks/ cell phones must be fully charged having sufficient backup time during the exam.
- Extra exam attempts will not be provided if the student faces the internet or power failure problems.
- Read carefully all the details and instructions from official websites. If you read all the instructions very carefully, then you will not face any issue during your exam.
- Click the "Submit" button to submit your exam.
- **For any query/help or support please contact-**
 - 1) Support1 - 9011014485, Support2 - 9011017496, Support3 - 9011018780, Support4 - 9011013276.

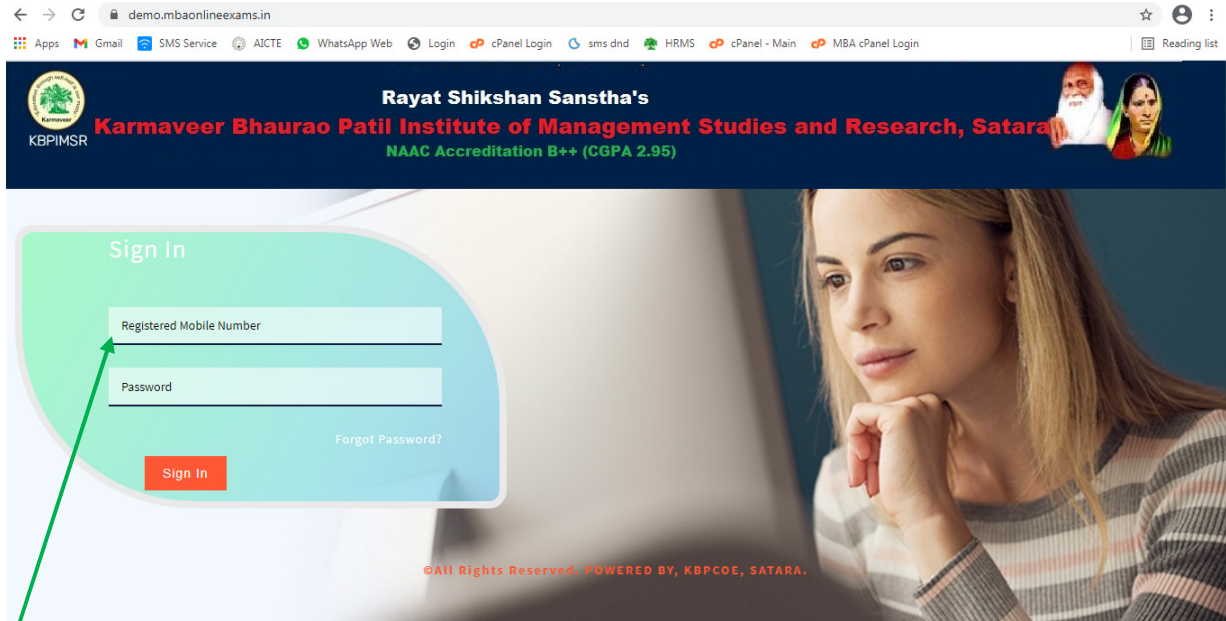
1. Login Page (Home Page) of Online Exam.



Please Open Internet Browser and type Exam Link which is provided by institute or testing agency.

- **Use Device which is having camera Facility**
- **Recommended browser : Latest Version of Google Chrome, Firefox, Microsoft Edge, Brave**
- **Please Clear History, Cookies, and Cached Images & Files of browser before start of online exam.**
- **Use faster, reliable and continued internet connection. Do not use internet connection which frequently disconnects or has any other issues.**
- **Do Not Resize (Minimize) or do not refresh the browser during the test.**
- **Never click the "Back" button on the browser. This will take you out of the test.**

2. Sign In - Using Username and Password.



Enter Username and Password which is provided by institute or testing agency and click on Sign In button.

- Generally Username is your Registered Mobile Number
- Password: Enter 6 digit password which is received via sms or institute.
- Change your password after first login.
- If Password is lost or not remembering, Click on forget Password button and enter your Registered Mobile Number, login details will be sent via sms.

3. After clicking on Sign In button, Student Dashboard will shown.



4. Select Online Examination.

The screenshot displays the Student dashboard with a sidebar menu on the left. The 'Online Examination' tab is highlighted in blue. The main content area is titled 'Instructions' and features a yellow banner with the heading 'Online Examination Process'. Below the banner are four panels illustrating the steps: 1. 'Login Using User Name & Password' showing a login form. 2. 'Click on "Online Examination & Papers"' showing the 'Online Examination' menu item in the sidebar. 3. 'Click on "Take Exam"' showing a 'Question Papers' list with a 'Take Exam' button. 4. 'Read Instructions & Click on "Start Exam"' showing a 'Principal Message' and a 'Start Exam' button. A green arrow points from the 'Online Examination' tab in the sidebar to the 'Click on "Online Examination & Papers"' panel.

Click on "Online Examination" Tab.

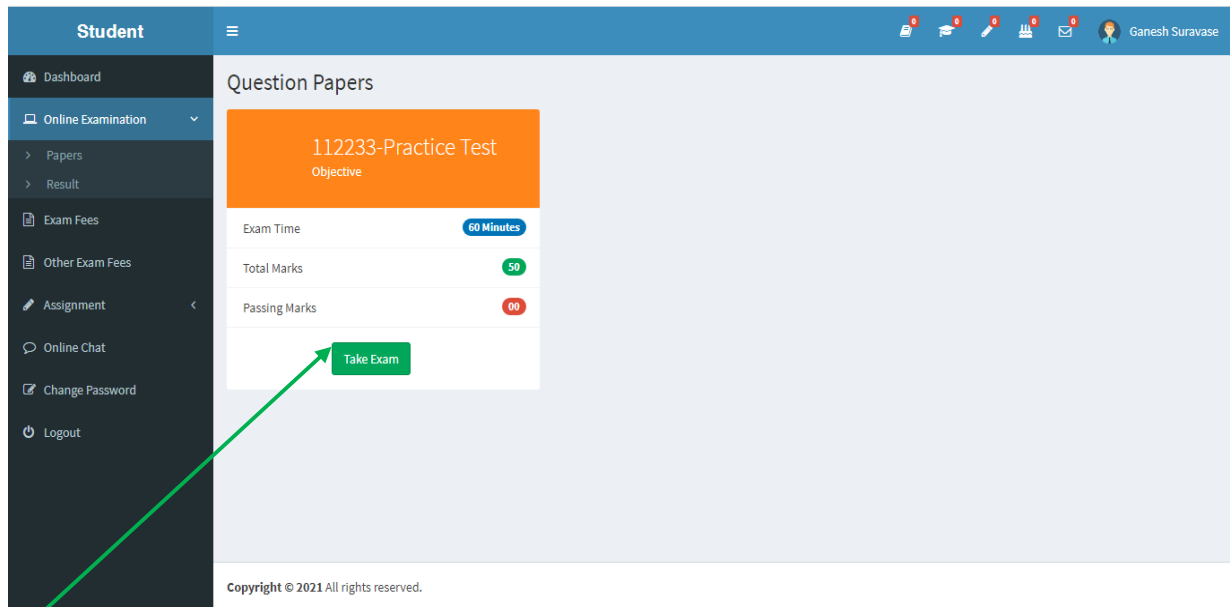
5. Select Papers Option

The screenshot shows the Student dashboard with the 'Papers' tab selected in the sidebar. The main content area is titled 'Question Papers' and displays a card for a '112233-Practice Test Objective'. The card includes the following details: 'Exam Time: 60 Minutes', 'Total Marks: 50', and 'Passing Marks: 00'. A green 'Take Exam' button is located at the bottom of the card. A green arrow points from the 'Papers' tab in the sidebar to the 'Take Exam' button.

Click on "Papers" Tab.

- After Clicking on Papers Tab, Question Paper as per Timetable is Shown.
- Question Paper will be shown only Allotted Time.
- Check the Question Paper Subject Code, Subject Name, Total Marks as per Timetable.
- If any discrepancy is observed, contact to respective college incharge.

6. Select Take Exam

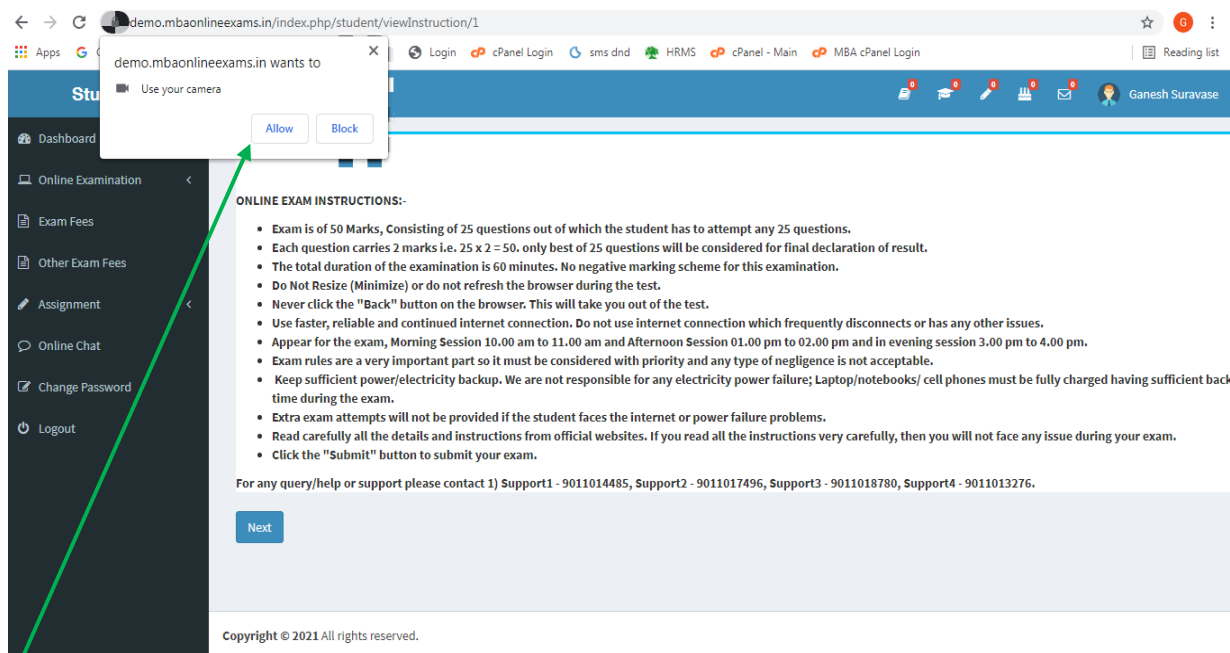


The screenshot shows the Student dashboard interface. On the left is a dark sidebar with navigation options: Dashboard, Online Examination (expanded to show Papers and Result), Exam Fees, Other Exam Fees, Assignment, Online Chat, Change Password, and Logout. The main content area is titled 'Question Papers' and features a card for '112233-Practice Test Objective'. Below the card, a table displays exam details: Exam Time (60 Minutes), Total Marks (50), and Passing Marks (00). A green 'Take Exam' button is positioned at the bottom of the card, with a green arrow pointing to it from below the image.

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Click on "Take Exam" Button.

7. Select "Allow" for Use of Camera



The screenshot shows a browser window with the URL 'demo.mbaonlineexams.in/index.php/student/viewInstruction/1'. A browser permission dialog box is open, asking 'demo.mbaonlineexams.in wants to use your camera' with 'Allow' and 'Block' buttons. A green arrow points to the 'Allow' button. The background page displays 'ONLINE EXAM INSTRUCTIONS:-' followed by a list of rules and a 'Next' button at the bottom.

ONLINE EXAM INSTRUCTIONS:-

- Exam is of 50 Marks, Consisting of 25 questions out of which the student has to attempt any 25 questions.
- Each question carries 2 marks i.e. 25 x 2 = 50, only best of 25 questions will be considered for final declaration of result.
- The total duration of the examination is 60 minutes. No negative marking scheme for this examination.
- Do Not Resize (Minimize) or do not refresh the browser during the test.
- Never click the "Back" button on the browser. This will take you out of the test.
- Use faster, reliable and continued internet connection. Do not use internet connection which frequently disconnects or has any other issues.
- Appear for the exam, Morning Session 10.00 am to 11.00 am and Afternoon Session 01.00 pm to 02.00 pm and in evening session 3.00 pm to 4.00 pm.
- Exam rules are a very important part so it must be considered with priority and any type of negligence is not acceptable.
- Keep sufficient power/electricity backup. We are not responsible for any electricity power failure; Laptop/notebooks/ cell phones must be fully charged having sufficient back time during the exam.
- Extra exam attempts will not be provided if the student faces the internet or power failure problems.
- Read carefully all the details and instructions from official websites. If you read all the instructions very carefully, then you will not face any issue during your exam.
- Click the "Submit" button to submit your exam.

For any query/help or support please contact 1) Support1 - 9011014485, Support2 - 9011017496, Support3 - 9011018780, Support4 - 9011013276.

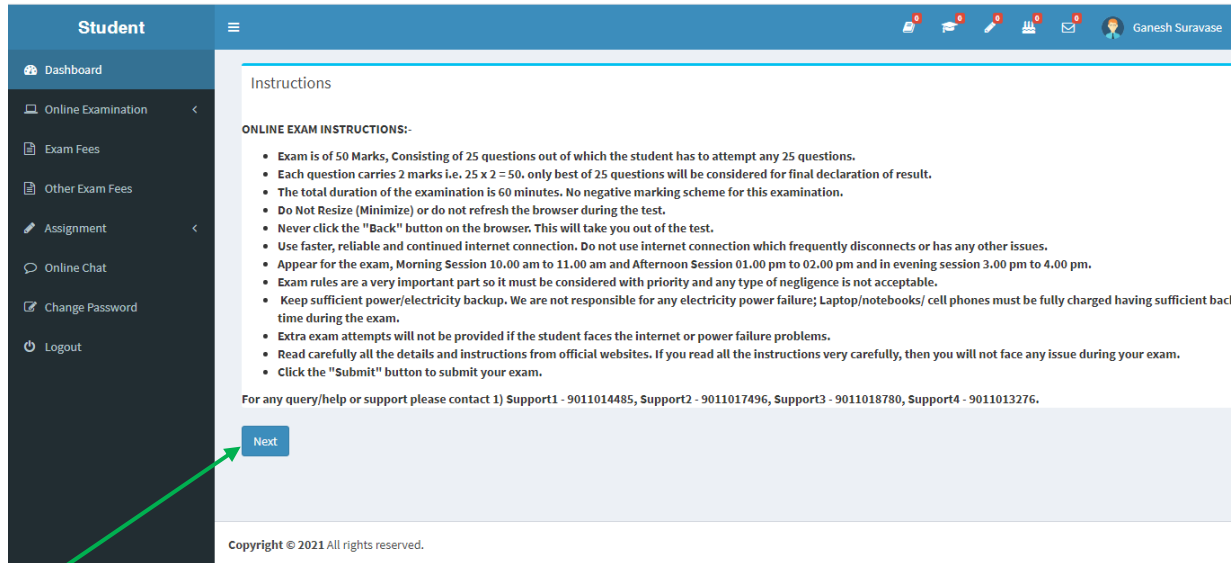
Next

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Click on "Allow" Button.

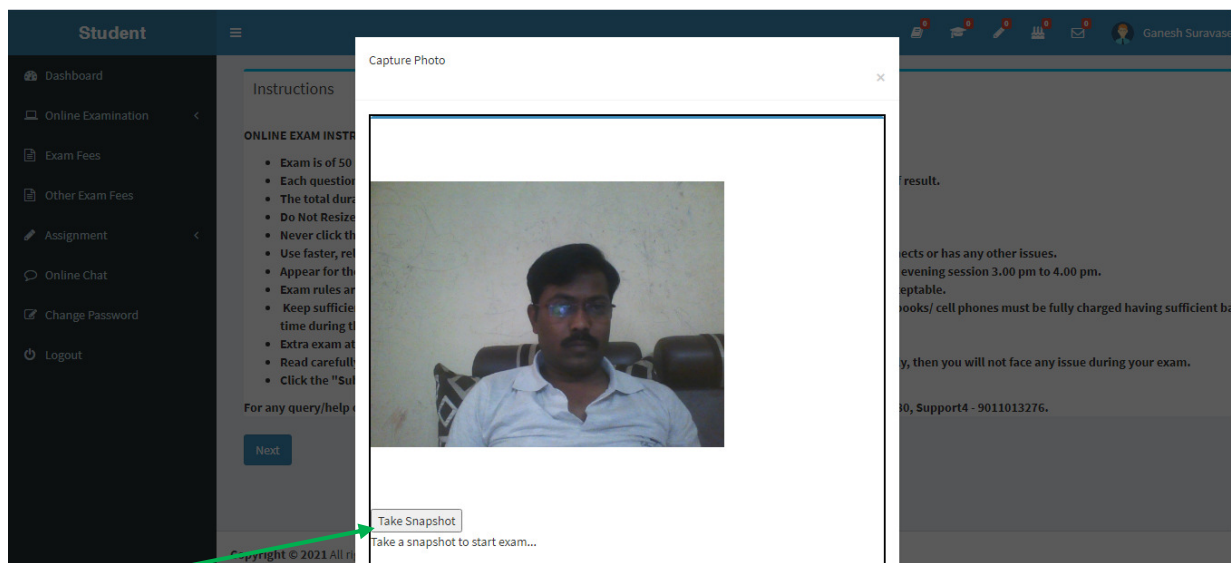
- Use Device which is having camera Facility

8. Read Online Examination Instructions as shown in Webpage



Read Online Examination Instructions as shown in Webpage and Click on "Next" Button.

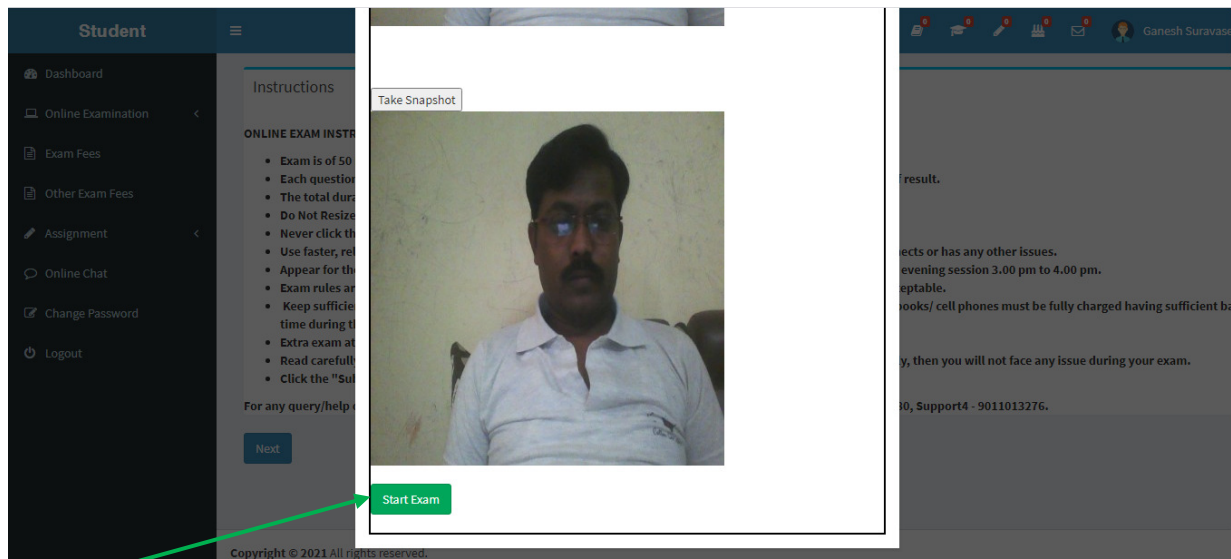
9. Capture Photo for Start Exam



Click on "Take Snapshot" Button.

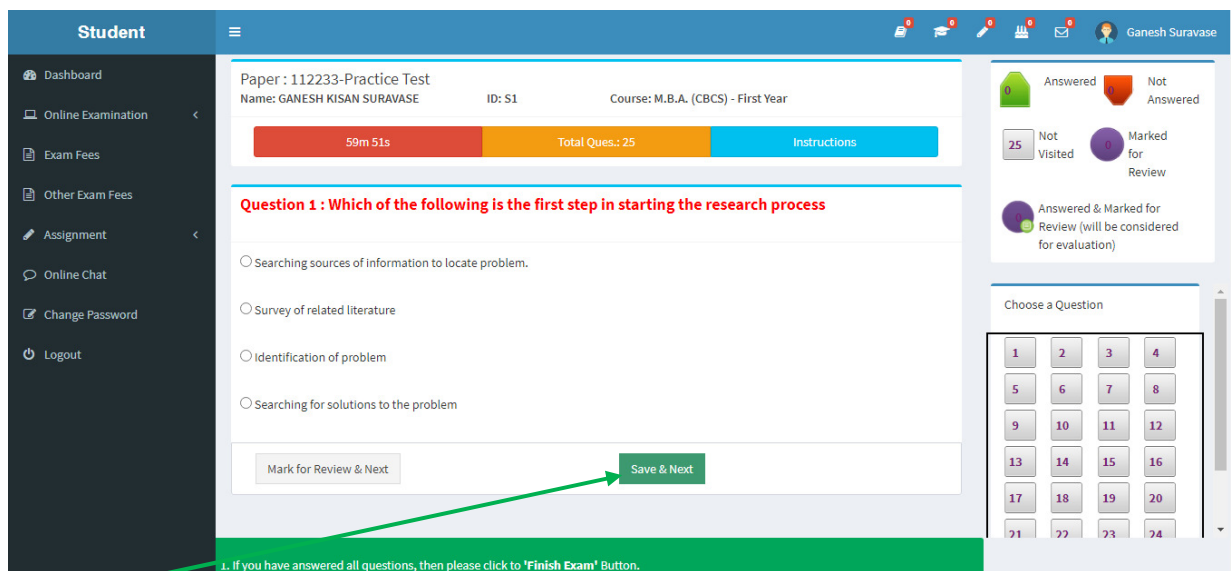
- Click on Take Snapshot Button for starting of Examination.
- Exam Start and End Snapshot will be taken for confirmation of student identity.
- This Snapshot will be used for Examination Purpose only.

10. Start Online Examination



Click on "Take Snapshot" Button.

11. Live Exam - Dashboard



Click on "Correct Option" and "Save & Next" Button for Correct Answer.



Answered Questions



Not Answered Questions



Marked for Review



Answered & Marked for Review



Not Visited

11. Live Exam - Dashboard

The screenshot shows the 'Student' dashboard for a 'Practice Test'. The top navigation bar includes 'Dashboard', 'Online Examination', 'Exam Fees', 'Other Exam Fees', 'Assignment', 'Online Chat', 'Change Password', and 'Logout'. The main content area displays the test details: 'Paper : 112233-Practice Test', 'Name: GANESH KISAN SURAVASE', 'ID: S1', and 'Course: M.B.A. (CBCS) - First Year'. A progress bar shows '58m 17s' remaining, 'Total Ques.: 25', and an 'Instructions' button. The current question is 'Question 10 : In group interview their are _____'. The options are:
 One interviewer and one interviewee
 More than one interviewer and one interviewee
 One interviewer and more than one interviewee
 More than One interviewer and more than one interviewee
At the bottom of the question area are 'Mark for Review & Next' and 'Save & Next' buttons. On the right, a summary panel shows 'Answered' (5), 'Not Answered' (1), 'Not Visited' (16), and 'Marked for Review' (1). Below this is a 'Choose a Question' grid with 20 numbered buttons (1-20).

Click on "Mark for Review & Next" Button for Skip Question.

11. Live Exam - Dashboard

The screenshot shows the 'Student' dashboard for a 'Practice Test'. The top navigation bar includes 'Dashboard', 'Online Examination', 'Exam Fees', 'Other Exam Fees', 'Assignment', 'Online Chat', 'Change Password', and 'Logout'. The main content area displays the test details: 'Paper : 112233-Practice Test', 'Name: GANESH KISAN SURAVASE', 'ID: S1', and 'Course: M.B.A. (CBCS) - First Year'. A progress bar shows '55m 24s' remaining, 'Total Ques.: 25', and an 'Instructions' button. The current question is 'Question 3 : What is the purpose of doing research?'. The options are:
 To identify problem
 To find the solution
 Both a and b
 None of these
At the bottom of the question area are 'Mark for Review & Next' and 'Save & Next' buttons. On the right, a summary panel shows 'Answered' (10), 'Not Answered' (1), 'Not Visited' (0), and 'Marked for Review' (1). Below this is a 'Choose a Question' grid with 25 numbered buttons (1-25).

A. Check Remaining Time.

B. Monitor Questions Status and Click of "Not Answered, Marked for Review Questions" for Resubmission of Answer

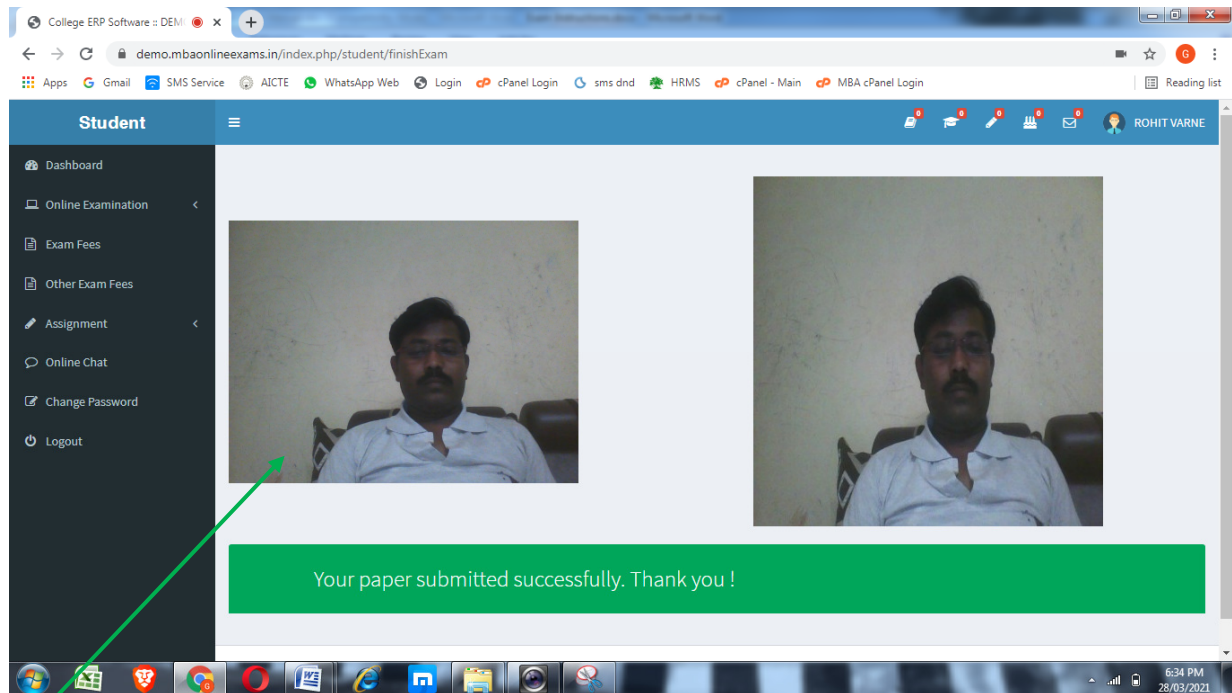
12. Submission of Online Exam

Ensure that All Questions turn Green and Total Question Click on "Finish Exam" Button for Submission of Exam.

13. Submission of Online Exam

After Clicked on "Finish Exam" Button, Pop-up will be shown as "Are you sure to finish exam", Then Click on "Ok" Button.

14. Capture Photo for End Exam



A. After Clicking on " Ok " Button, Camera will be open automatically and after 5-10 seconds Take a Snapshot as confirmation of End Exam by Same Student.

B. After taking Snapshot Your Exam is submitted successfully.

Thanking You,

Regards,

Software Development Cell,

Karmaveer Bhaurao Patil College of Engineering, Satara.

