Annexure 3

<u>**General Instructions:**</u>

- Before starting the test, please verify your **Login Id.**
- The examination shall consist of **100** (For Full Marks 80) **Multiple Choice (MCQ),** carrying **01 mark** each.
- Each **MCQ** will have **4 choices** and a student shall mark his/her choice for MCQs on the system itself.
- Each student can attempt **80 (For 80 Marks)** number of questions randomly selected from the question bank out of 100.
- Total Test Duration is **120 Minutes.**
- There will be no Negative Marking for any wrong answer or non-attempt, and answers will be auto calculated.
- You can **Submit** your test whenever you have completed the test. However, if the test time elapses, the system will automatically **Submit** your test.
- **Do not close** any window directly when you are taking the test.

<u>**Navigational Instructions:**</u>

• Select the appropriate answer for each question. Then click "**Next**" button to move to the Next Question.

• Click on "**Previous**" button to move to the Previous Question.

• You can Bookmark any number of Questions by clicking on "**Mark**" button; you can remove the Bookmark by clicking on it again.

• You can change your response(Answer) for any question before submitting the test by marking the new response(Answer) (Radio Button). You can clear your response(Answer) for any question by using the "**Clear**" button to mark the Question unanswered.

• Every time you select an option or a particular question, following changes can be seen on **Question Panel.**

- Questions that are **Not Visited**, are marked in "**WHITE**" colour.

- Questions that are **Not Answered**, are marked in "**RED**'' colour.

- Questions that are **Answered**, are marked in "**GREEN**" colour.

- Questions that are **Not Answered & Marked for Review**, are marked in "**ORANGE**" colour.

- Questions that are **Answered & Marked**, are marked in "**BLUE**" colour with a tag.

• After completion of your test, click "**End Test**" button to submit the test. End test button will be visible ONLY in the "**Last Question**". Thereafter one will submit the Test and Answers by clicking on **Exit** option.

• Your "**Test Summary**" will be displayed once you click on "**End Test**".

• Keep a watch on the "**Clock**" on the top right hand corner of the Exam Window for Time Remaining.

• Utilize the complete time allotted for the test, re-check the answered questions to verify in the remaining time.

• Click "**Start Exam**" button below to start the test.