


Instructions for Soft Skill FAT– Students

- 1) This is a free-seating examination. You are allowed to sit anywhere in the exam room, the only restriction is that your neighbours should not be taking exams for the same course code.(STS201...)
- 2) When you reach your examination room, please login to your VTOP.
- 3) Collect your user-id and password from the VTOP login
- 4) You may write the information on the paper provided to you. No other information is to be written on the page before the start of the examination.
- 5) Click on the file SebClientSettings.seb  available on the desktop. You have to use the Safe Browser for taking the test, and not any other browser (Mozzila, Chrome, Edge, Explorer...).
- 6) Login with your user-id and password
- 7) Answer the Computer Based Test
- 8) While taking the quiz if the text is not visible, use Ctrl + Scroll of the mouse to zoom and improve readability. See attached presentation Zoom in.ppt
- 9) During the test, do not visit other sites.
- 10) Exiting the Safe Exam Browser during the exam period will be treated as a malpractice.
- 11) Once you have answered the questions, do not forget to press the submit button.
- 12) **If you do not submit your answers, you will be awarded zero marks for the FAT.**
- 13) Logout form the Moodle site
- 14) PLEASE do not close the browser
- 15) You can bring your calculator to the examination.
- 16) Do not use your mobile phones as a calculator.
- 17) Possession of mobile phones during the examination will be treated as a malpractice.

		Start	End
Slot 1		08:00	09:00
Slot 2		09:30	10:30
Slot 3		11:00	12:00
Slot 4		12:30	13:30

	Location
ALM313	Above the Health Centre
ALM501	Above the Health Centre
GDN130A	GD Naidu
GDN137	GD Naidu
MB112	Main Building
MB114	Main Building
MB115	Main Building
MB116	Main Building
MB117	Main Building