

(Autonomous College Affiliated to the University of Mumbai)

# Placement Test Portal (Student Manual)

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### Overview of the portal

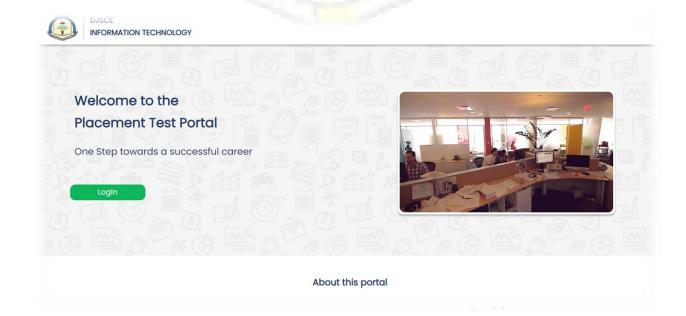
This portal is a proctored employability assessment for third and fourth-year engineering students. It gives information on a candidate's performance and areas for improvement across modules that are important for a successful career.

Students can gain knowledge and experience of the skill needs of organizations as well as the benchmarks they use for entry-level and lateral recruitment across all major industries by attempting such tests. These insights can be used to improve skills and take a step forward in a long-term career.

This portal also helps the faculty placement coordinators identify and assess students' key skills and expertise, as well as their readiness for placements. Different modules in this portal cover all relevant aspects such as cognitive, domain, personality, and others that will aid them in their preparation for placements.

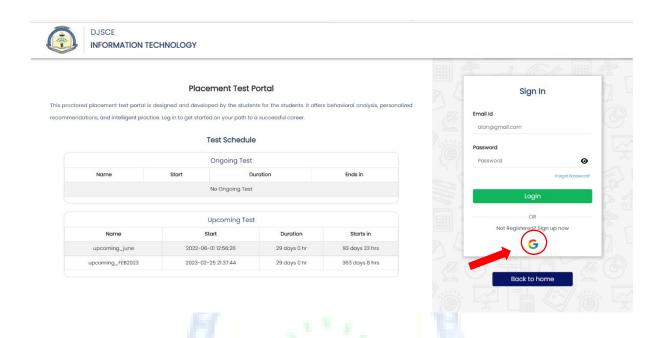
### Homepage

The homepage gives the brief outline of the portal and the preview of how the portal works in the form of a video. Students must click on the login button which will direct them to the login page.

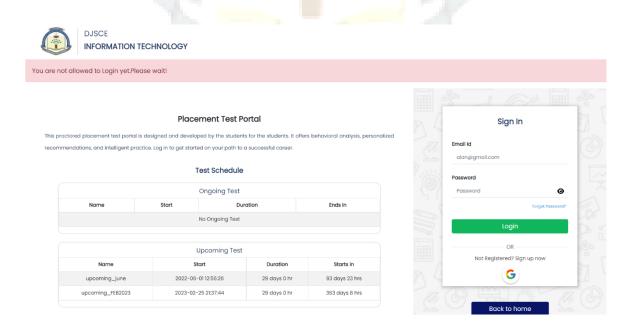


# **Login Page**

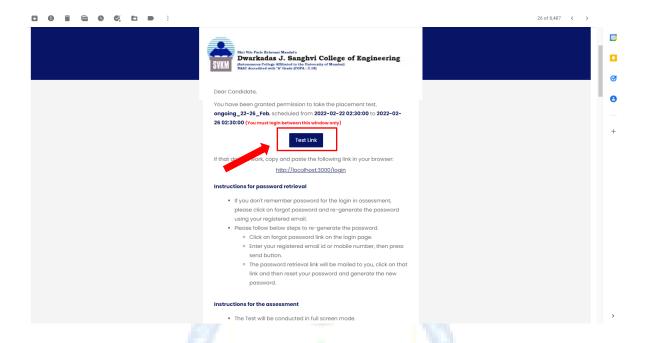
- It displays the schedule of ongoing tests and Upcoming Tests.
- Students need to click on the google icon (as shown in the figure) and register themselves on the portal.



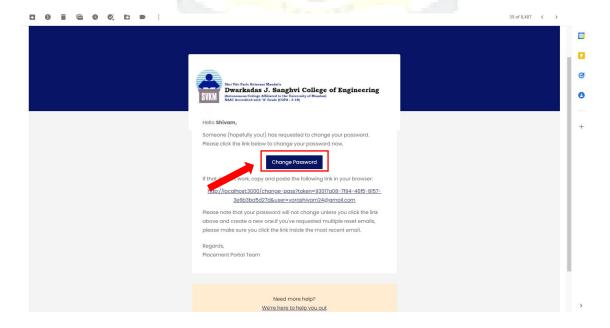
• Student will not be able to attempt the test unless the admin provides them the access. Once the access is granted by admin, the student will be able to start the test and attempt it



• After the admin accepts the student. The student will receive a mail containing the test link, steps for password retrieval and instructions for the assessment. Click on that link and login with your credentials.



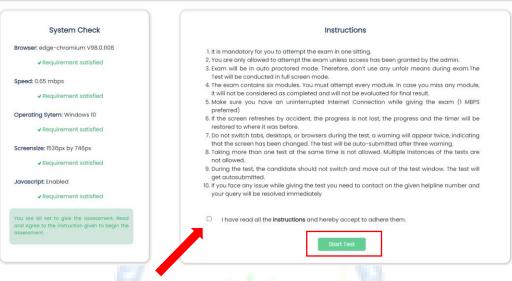
• If the student is not able to recollect his password, he/she can change the password by clicking the forgot password. The password retrieval link will be sent on the registered mail and the password can be changed.



# **Test Page**

• After the student is logged in, He/she will be redirected to this page. Student must accept all the instructions and all system requirements must be met for him/her to start the test.





• The test can only be given in full screen.

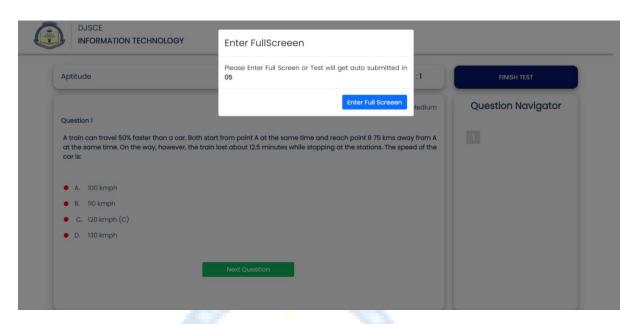
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INFORMATION TECHNOLOGY

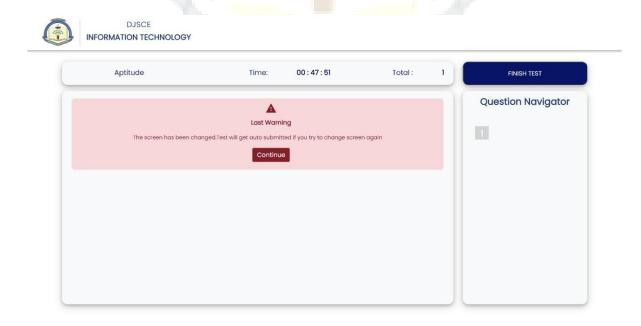


Please increase your window size

• If a student attempts to reduce the screen, a message will appear stating that the student has only 10 seconds to return to full-screen mode before the test is auto-submitted and the result page is presented.



- If a student refreshes the screen by accident, his progress is not lost. The progress will be saved, and the timer will be reset to where it was before being refreshed.
- If a student tries to switch tabs, desktops, or browsers during the test, a warning will appear twice, indicating that the screen has been changed. If the student continues to try to move the tab despite multiple warnings, his test will be auto submitted.



• A student cannot take more than one test at the same time. If he tries to open the same test in a different tab, he will be instantly logged out of the one he just closed.

# **Result Page**

• After test, students will be redirected to the results page, where they will get their brief overview of their performance and a detailed report to download.



To download a sample detailed report, click on the link below

Detailed Report