

COS Module End Exam Instructions

Exam Date: Monday, 02nd Sep 2024

Reporting Time: 10:00 am

MCQ Exam Duration: 10:30 AM to 11:00 AM

Lab Exam Duration: 11:00 AM to 12:15 PM

Explanation: 12:15 PM to 12:30 PM

File Submission: 12:30 PM to 12:50 PM

Recording Submission: 12:30 PM to 6 PM

Before beginning the exam:

1. Make sure you have a good internet connection and a laptop for online examination.
2. Log out from all the applications and Refresh the screen.
3. Sign out from all Instant Messaging tools (Skype, AIM, Messenger, and WhatsApp) and Email programs as they can popup notifications.
4. Make use of the Zoom application, Chrome browser.
5. In the Chrome browser, only 1 tab will be allowed at a time.
6. Maximize your browser window before starting the test.
7. Join the allocated Zoom Link 30 minutes before the examination with proper naming conventions. i.e. Full Name_KH/JH

During the exam:

1. Do not resize (minimize) the browser during the test.
2. Join the allocated breakout room.
3. It's compulsory to switch on the video and share the entire screen during the examination.
4. The screen recording should be ON at the student's end.
5. Start coding for examination.
6. Output Screenshot is mandatory. In SS, Student's face should be visible.
7. The use of textbooks, notes, course tutorials, online sites, Google, etc. is not allowed.
8. Use of WhatsApp (Web or Mobile App) is prohibited. Notification of any kind should not reflect on desktop WhatsApp as well.

9. Upload Solution file:
<https://forms.gle/e4PaPG1MUegnqtWV8>
10. Once the Zoom session is over, You must upload the video to your personal Google Drive (Public Access). Share the drive link details in the below Google form link
<https://forms.gle/5tAdkVj9SCQ67U8i9>
11. Fill out the Feedback form for the OS Module :
<https://forms.gle/HzSsgTj2gsdkiXHG9>

After the Exam:

1. Report to your faculty that the exam is complete and upload everything.
2. Faculty will check for the Google Drive link for the recording and Feedback form.

Other Instructions:

1. In case of an electrical issue or network issue, inform the Course Coordinator, module coordinator, the team faculty, or an invigilator.
2. Excuses like Network connectivity, electricity issues, laptop issues, the data pack consumption depletion will not be considered valid in any situation.
3. The use of blank pages is allowed.
4. Kindly make necessary arrangements in your background and seating with regard to an examination
5. Any type of communication except with the invigilator during exam hours is considered cheating.
6. Leave on Examination day will be permitted only in case of a medical emergency (submitted with the necessary documents). The permission has to be taken one day in advance from the CCs Kiran Mam.
7. An uninformed exit from the examination is considered as ABSENT.
8. Students who miss the examination or remain ABSENT have to write the re-exam with a 20% deduction in marks (as announced later on).
9. Students are not allowed to take a break during the examination.
10. Headphone and Background image is not allowed during the examination.
11. After examination, it's the student's responsibility to upload the recording on Google Drive.
12. Always remember faculty invigilators' word is the final word.
13. Students are required to follow the directions given by the Course Coordinator, Module Coordinator, and Faculty Invigilator.

Note: Failing to follow any of the instructions above will have consequences.