



K.S.INSTITUTE OF TECHNOLOGY, BANGALORE – 560109

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Online Test – Student's Guide lines

Date:16 – 05 -2021

1. Front sheet should contain details of the student.
 - Name ,USN, Semester, Section, Subject, Subject Code, Signature of the student
2. Answer sheet should contain left and top margin.
3. Student should write their USN and Signature at top of the every answer sheet compulsorily.
4. Student should draw the diagrams with black point pen only.
5. The concern faculties will share the test links (MS Team Code) in advance. The question paper will be shared by the respective faculty through on line using MS team at a specified schedules and students are instructed to take a snapshot of the question paper, once it is shared.
6. All students must login with their names and USN for the said session at the specified time.
7. Students are instructed to mute audio and enable video, if video is disabled during the session attendance will not be given, it will be considered as absent and also they will be removed from the session.
8. While the test is going on the faculty members will be monitoring you. If they found that you are camera is disabled or any malpractice observed then you will be awarded with zero marks.
9. If any clarifications are required unmute yourself and get it clarified by the respective subject faculty.
10. After completion of the test, using cam scanner student should scan, merge to make it as only one file and convert the document in to pdf format by renaming the file as their respective USN. (Ex: 1KS17CS001.pdf).
11. Student should send the scanned answer scripts either through mail or MS team as per faculty convenience.
12. E-mail id's of the faculty will also be available in the respective question papers.
13. Student will be given only 20 minutes extra to mail the document immediately after finishing the test, otherwise the respective script will not be considered and it will be treated as absent only.
14. If any of the students are failing to take a online test also will be treated as absent and no more test will be given.
15. All students are advised to make sure that the laptops/mobile should be fully charged. Further NO REASONS WILL BE ACCEPTED.
16. Please make yourself available where you have strong network signal.

Test Coordinators

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HOD

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