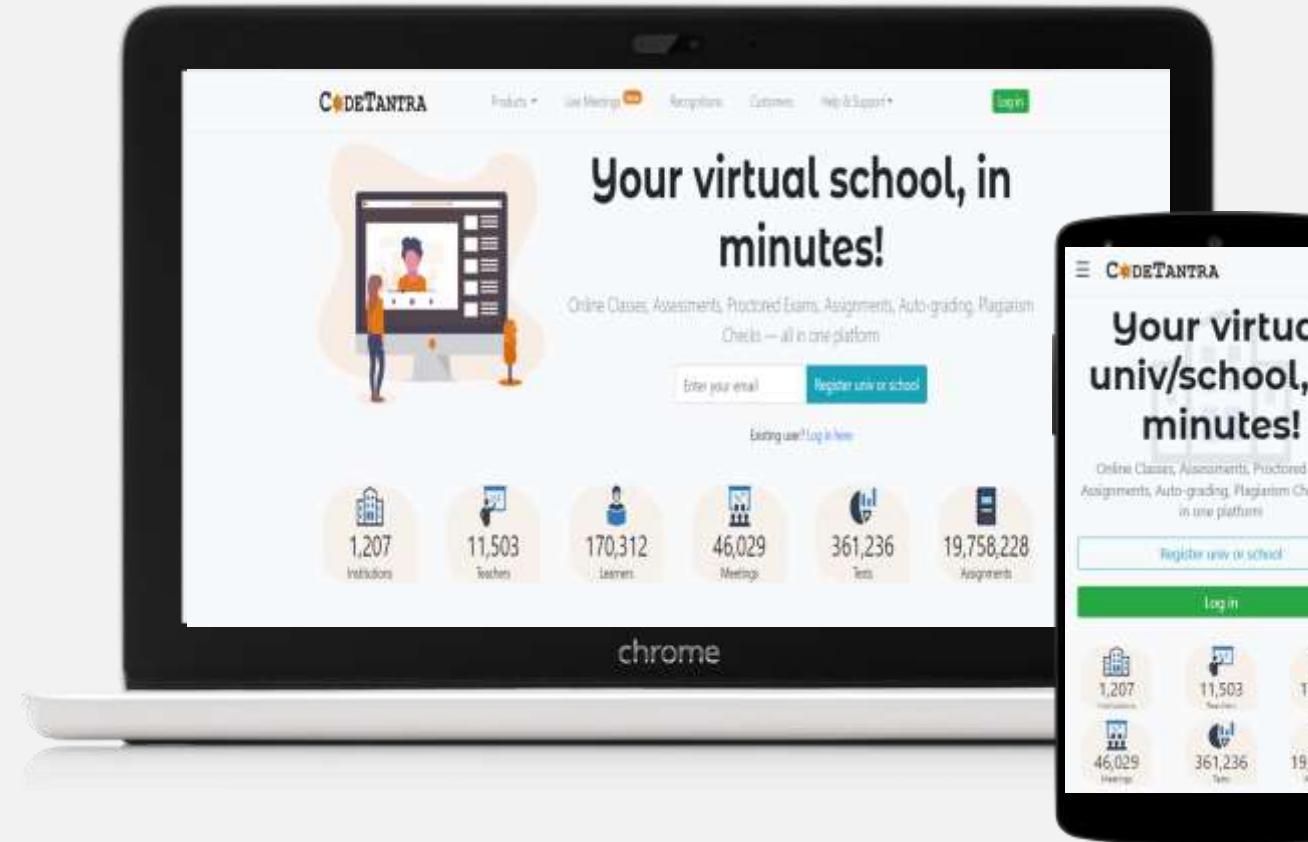


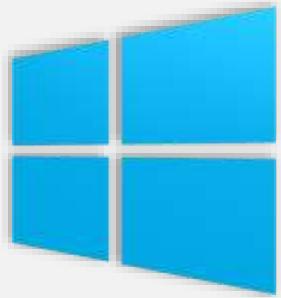
Virtual University Platform

Proctored Exams Student's Manual



Supported Platforms – Recommended Browsers

LAPTOP/DESKTOP WITH WEBCAM & MIC



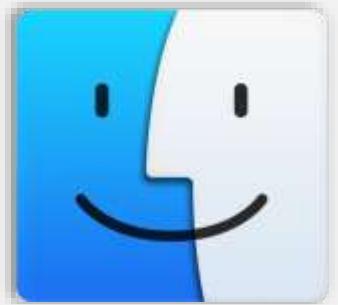
WINDOWS 7 OR
LATER



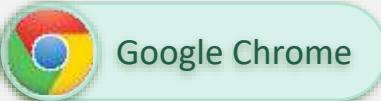
Google Chrome



Edge (Chromium)



MAC



Google Chrome



LINUX



Google Chrome



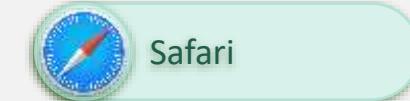
ANDROID



Google Chrome



iOS



Safari

Version 13 series
Version 14 does not support video proctoring due to the latest changes Apple introduced as part of privacy settings. It can be used for file uploads.

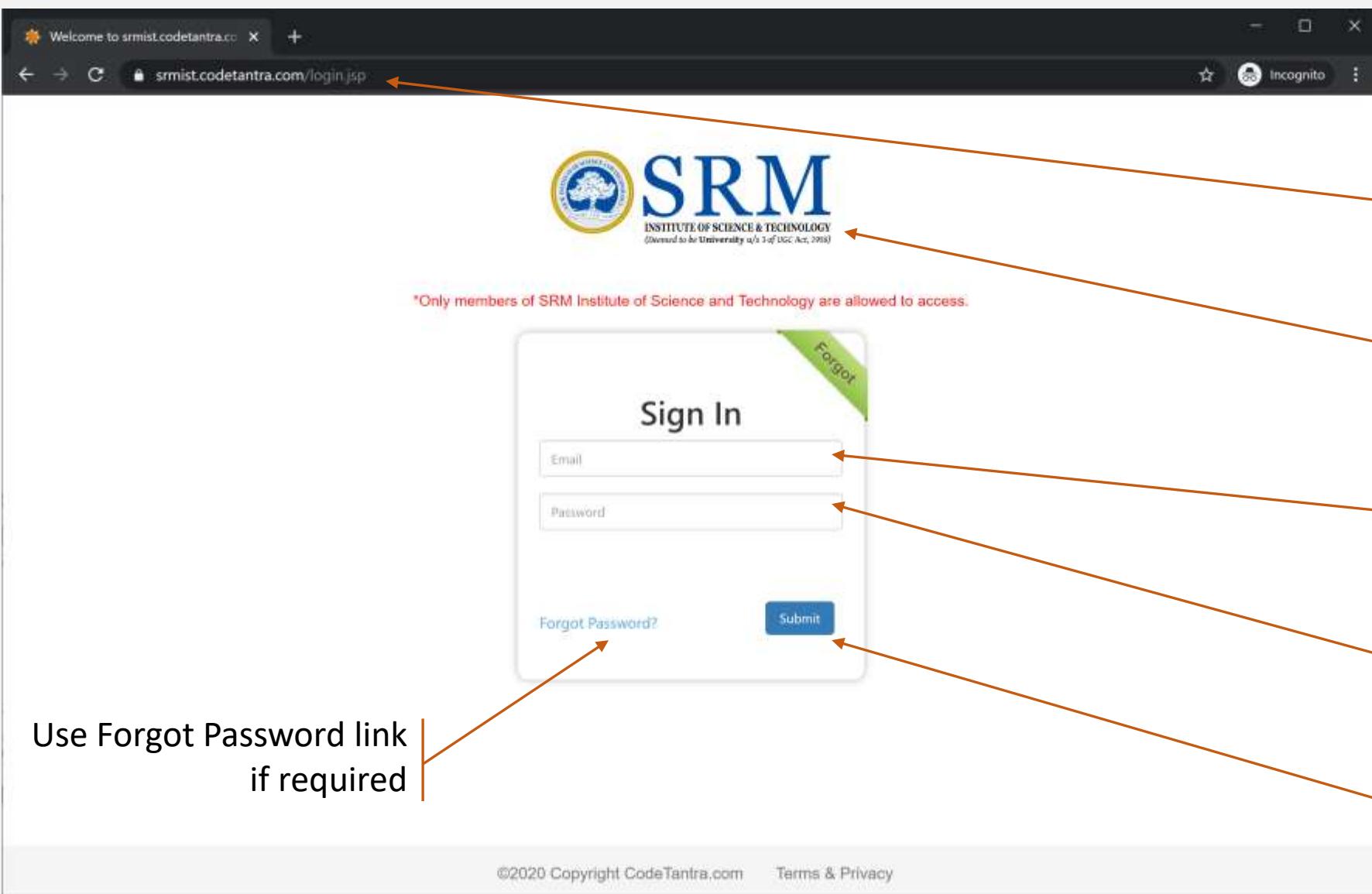
Note: Keep your browser updated for best user experience

Taking Exam on Desktop PC / Laptop

1. Please ensure that you are taking the exam on **Chrome Browser**. Upgraded browser gives a smoother experience.
2. Don't click on any link to take a test. **Copy the link and paste it in the chrome browser**. Clicking on a link might not open the link in Chrome Browser. Copy and Pasting ensures that you are on the correct browser.
3. At the start of the exam, the browser may show pop ups for allowing permissions. Always click on **Allow**.
4. Make sure your integrated webcam or external webcam is functioning properly.
5. Do not navigate to any other window during the exam.
6. Ensure that you have a secondary backup device/internet connection which will be useful when the primary device/internet is not working.
7. Ensure that the laptop battery is charged to maximum extent possible by the start time of the exam. If you are using a desktop PC please see if you can arrange for an UPS connection to continue exam even during power cuts or at least have a mobile phone as a backup.
8. Disable all notification sending applications like Anti Virus Apps,etc.
9. Ensure the system time and time zone are correct, else you may not be able to write/see the exam.

Login to
<https://srmist.codetantra.com/login.jsp>

Step-1 : Login



Make sure that you are on right URL

Your Univ. logo comes here.

Enter your email id to which you would have received an OTP.

Enter your password

Click on the Submit button

Step-2 : Navigate to Tests

The screenshot shows the CodeTantra student dashboard with a dark blue header bar. On the left, the 'CODETANTRA' logo is followed by 'Home' and 'Learn Anywhere'. On the right, there are user details ('student1@demo.com'), 'Support', and a 'Logout' button. Below the header are six cards arranged in two rows of three:

- View Classes/Meetings**: Shows a person at a desk with a laptop and four small icons below.
- Courses**: Shows a person sitting at a desk with a laptop and a large document icon above.
- Tests**: Shows two people taking a test at desks. This card is highlighted with a dashed orange border, and an orange arrow points from the text 'Click on Tests button' to its 'Tests' button.
- Programming Labs**: Shows a person working on a laptop with code snippets floating around.
- Help & Support**: Shows a person reaching out to a support team with icons for phone, email, and message.

Click on Tests button

Step-3a : Start Test

The screenshot shows the 'Tests' section of the CodeTantra platform. At the top, there is a search bar with 'Search between: 2020/08/11 2020/09/01' and a 'Search' button. Below the search bar is a table with columns: #, Test Name, Test Time, Status, Score, Result, and Chart.

#	Test Name	Test Time	Status	Score	Result	Chart
1	Sample Test	19 Aug 2020 01:50 +05:30 - 19 Aug 2020 10:00 +05:30	Yet to Start	--	--	
2	2019-2050-Support-Testing_File uploading - all_2020/08/15 01:00	15 Aug 2020 01:00 +05:30 - 15 Aug 2020 23:00 +05:30	Expired	--	--	
3	Demo to Niper Guwahati	13 Aug 2020 15:00 +05:30 - 13 Aug 2020 18:00 +05:30	Completed	3 / 90	X Failed	
4	Demo One More Suggest	11 Aug 2020 21:00 +05:30 - 12 Aug 2020 13:00 +05:30	Expired	--	--	
5	2019-2050-Support-Testing_C - PROFILE - TEST - MCQ and CODING_2020/05/25 01:00	25 May 2020 01:00 +05:30 - 27 Sep 2020 15:42 +05:30	Start Test	--	--	

Wait for the Actual start time of the test and click on the refresh icon

Note: Ensure that the system time and time zone is correct. Enable auto selection.

Step-3b : Start Test

The screenshot shows a list of six tests on the CodeTantra platform:

#	Test Name	Test Time	Status	Result
1	Manual Block Check	14 Oct 21:30 - 15 Oct 13:00 +05:30	Open Test Scan & Upload	--
2	QR Check 2	14 Oct 20:23 - 15 Oct 00:00 +05:30	Entry Stopped	--
3	Template QRCheck	14 Oct 20:00 - 14 Oct 22:00 +05:30	Expired	--
4	QR Check One	14 Oct 19:45 - 14 Oct 23:00 +05:30	Expired	--
5	Issue Check	14 Oct 11:30 - 14 Oct 14:00 +05:30	Completed	View
6	Photo Test	14 Oct 11:10 - 14 Oct 14:00 +05:30	Completed	View

If the examinee attempts to start the test after the entry stop time configured by the Univ/college for this test.

If examinee does not take the test, then after the end time it is shown as Expired.

If the examinee completes an exam, its status is shown as Completed.

Step-3b : Start Test

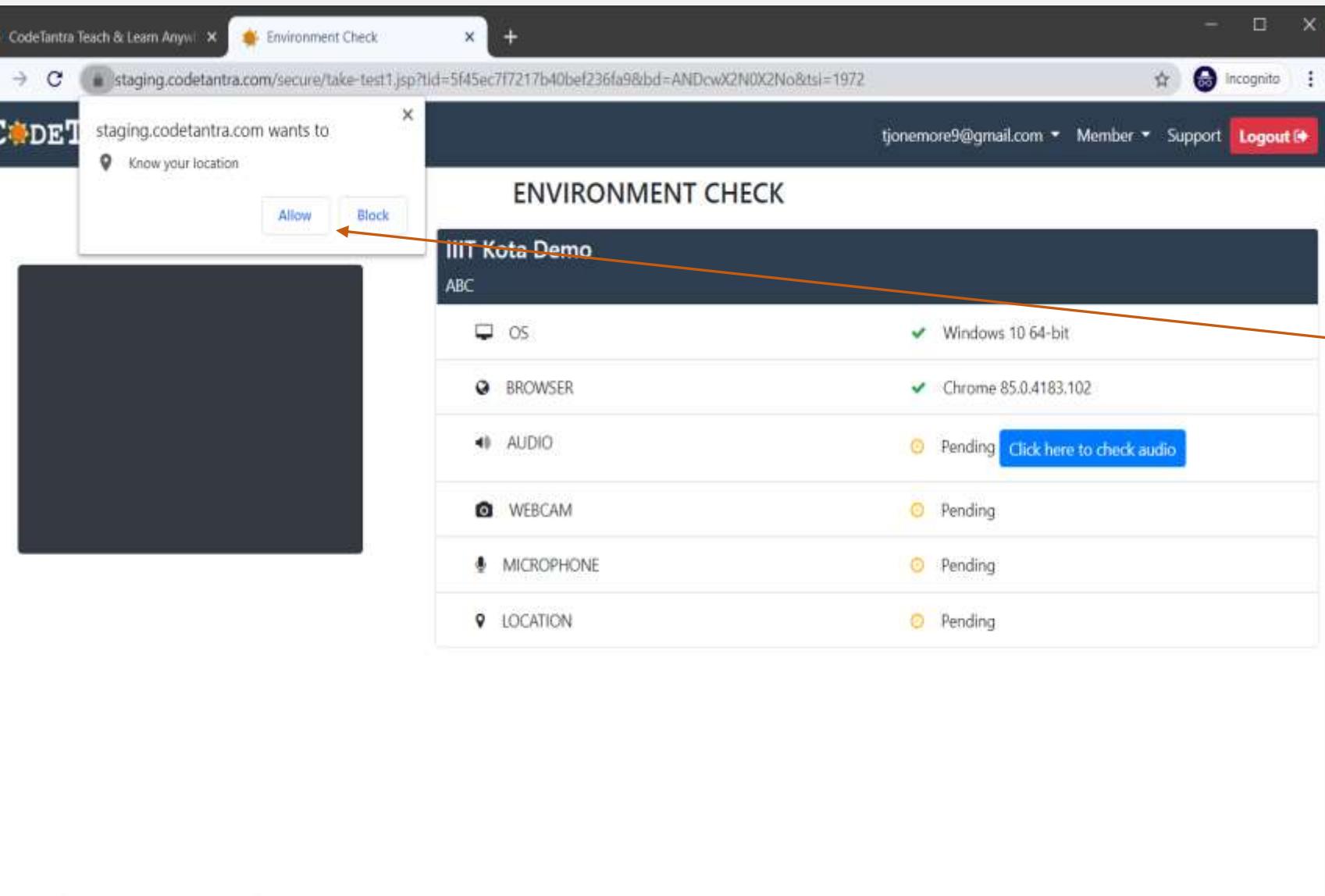
CODETANTRA

#	Test Name	Test Time	Status	Result
1	Manual Block Check	14 Oct 21:30 - 15 Oct 13:00 +05:30	Open Test	--
2	QR Check 2	14 Oct 20:23 - 15 Oct 00:00 +05:30	Entry Stopped	--
3	Template QRCheck	14 Oct 20:00 - 14 Oct 22:00 +05:30	Expired	--
4	QR Check One	14 Oct 19:45 - 14 Oct 23:00 +05:30	Expired	--
5	Issue Check	14 Oct 11:30 - 14 Oct 14:00 +05:30	Completed	
6	Photo Test	14 Oct 11:10 - 14 Oct 14:00 +05:30	Completed	

After the actual start time of test, you will see a **Open Test** button. Click on it to start the test

NOTE: Open Test should be clicked only from one device, where the examinee intends to open the question paper.

If you want to upload answer sheets, then examinee should login into mobile and click on the “Scan and Upload” button in the **mobile phone**



The browser may prompt with multiple requests to allow granting **permissions** for
- **Location**
- **Camera &**
- **Microphone**
Please ensure to allow the grant of permissions.

ENVIRONMENT CHECK

IIIT Kota Demo

ABC



💻 OS	✓ Windows 10 64-bit
🌐 BROWSER	✓ Chrome 85.0.4183.102
🔊 AUDIO	🟡 Pending Click here to check audio
📷 WEBCAM	✓ OK
🎙 MICROPHONE	🟡 Please speak some words
📍 LOCATION	✓ OK

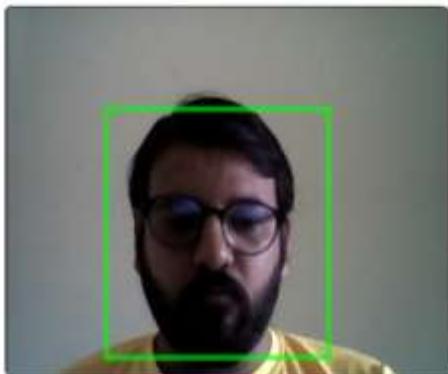
The OS and Browser version are checked for compatibility.

Only one person should be detected in the webcam for you to proceed

ENVIRONMENT CHECK

IIIT Kota Demo

ABC



💻 OS	✓ Windows 10 64-bit
🌐 BROWSER	✓ Chrome 85.0.4183.102
🔊 AUDIO	🟡 Pending Click here to check audio
📷 WEBCAM	✓ OK
🎙 MICROPHONE	🟡 Please speak some words
📍 LOCATION	✓ OK

Click here to perform an audio check

The screenshot shows a web-based environment check tool. At the top left is the CodeTANTRA logo with navigation links: Home, Learn Anywhere, tjonemore9@gmail.com, Member, Support, and Logout. The main title is "ENVIRONMENT CHECK". Below it, the session name is "IIIT Kota Demo". A sidebar on the left displays a video feed of a person's face with a green bounding box. The main content area is titled "Audio check" and contains the question "Can you hear this audio?". Below the question is a play button icon (▶), a progress bar showing 0:00 / 0:01, and a volume icon. Two buttons are present: "Yes" (green) and "No" (red). To the right of the audio check, there is a list of system specifications: OS (Windows 10 64-bit), Browser (Chrome 85.0.4183.102), and Location (Pending, Click here to check audio). There is also a "OK" button at the bottom.

Click here to perform an audio check, click on the **play icon (▶)** and click **Yes**, if you are able to listen else click **No** and verify your device audio settings

ENVIRONMENT CHECK

IIIT Kota Demo

ABC

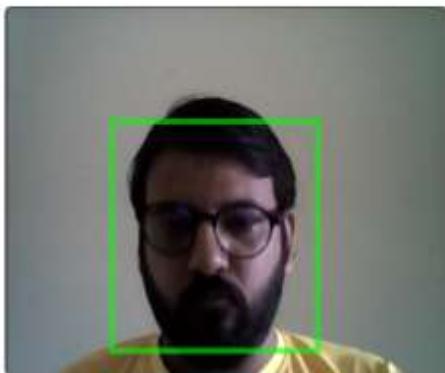


 OS	 Windows 10 64-bit
 BROWSER	 Chrome 85.0.4183.102
 AUDIO	 Pending Click here to check audio
 WEBCAM	 OK
 MICROPHONE	 Please speak some words
 LOCATION	 OK

Speak out a few words for the microphone check to succeed, if it does not turn green, verify if your microphone is connected and is unmuted.

ENVIRONMENT CHECK**IIIT Kota Demo**

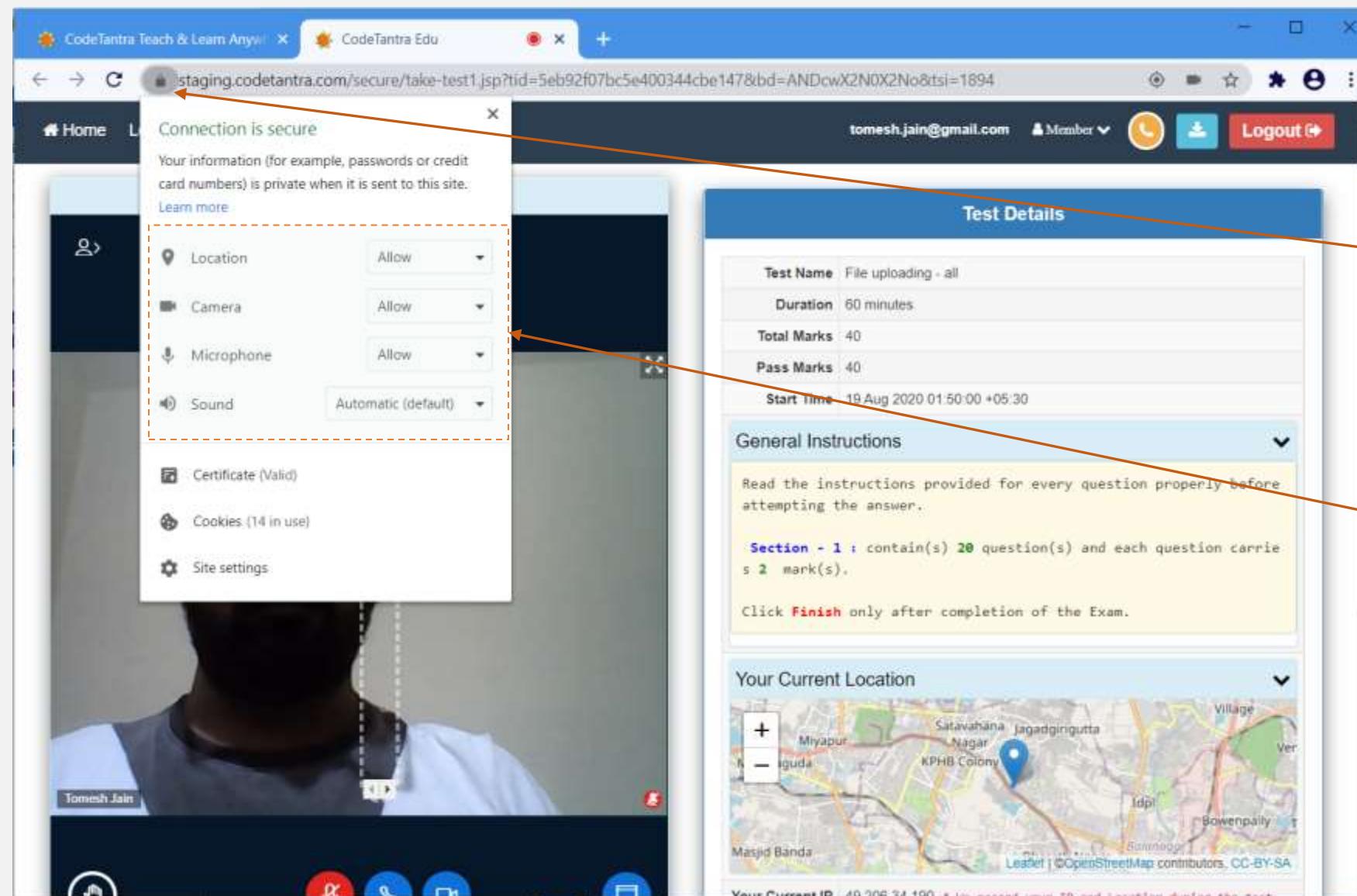
ABC

**Proceed to test**

Click on the “Continue to Test” button to go forward.

💻 OS	✓	Windows 10 64-bit
🌐 BROWSER	✓	Chrome 85.0.4183.102
🔊 AUDIO	✓	OK
📷 WEBCAM	✓	OK
🎙 MICROPHONE	✓	OK
📍 LOCATION	✓	OK

Step-4 : Allow all permissions as prompted



If the permissions were not granted, permissions can be given by clicking on the **Lock** Icon on the top left area of the browser.

Make sure that you allow all the permissions for Location, Camera and Microphone.

Step-5 : Get your environment validated

The screenshot shows a web browser window for CodeTantra Edu. On the left is a video feed of a person with a beard and glasses. A vertical dashed line is overlaid on the video feed, indicating the camera's field of view. On the right side of the screen, there are several sections: 'General Instructions' which includes a note to read instructions and a warning about attempting questions before finishing; 'Your Current Location' showing a map of a city area with various landmarks like Miyapur, Jagadgirigutta, KPHB Colony, and Bowenpally; 'Your Current IP' showing the IP address 49.206.34.190 with a note that the IP and location are recorded; and a message at the bottom stating 'Waiting for proctor to validate your environment.' There are also four circular control buttons at the bottom of the video feed area.

Your camera would appear here!

You need to wait for the proctor's approval to start the exam.

If it is auto-proctored, then once your video and audio streams are detected, the start button will automatically appear

Step-6 : Start the Test

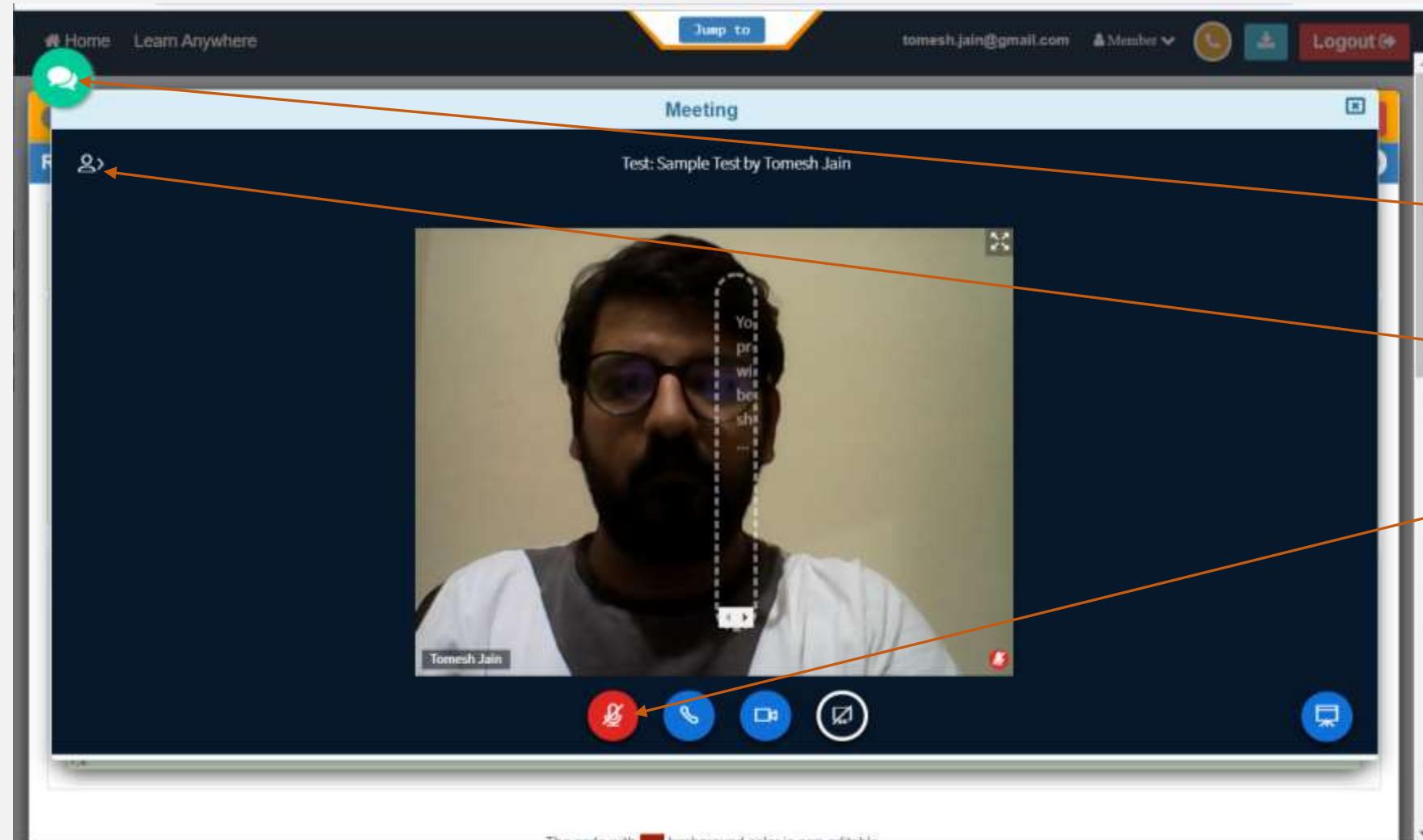
The screenshot shows a web browser window for 'CodeTantra Edu'. The URL is <https://staging.codetantra.com/secure/take-test1.jsp?id=5eb92f07bc5e400344cbe147&bd=ANDlwX2N0X2No&tsi=1894>. The page displays 'General Instructions' with a pass mark of 40 and a start time of 19 Aug 2020 01:50:00 +05:30. It also shows a map of the user's current location in Bangalore, India, with markers for Moosapet, Malleshwaram, and Bowenpally. A green button at the bottom right says 'Start Test' with a play icon. A green notification bar at the top right says 'You can start/continue your test'. A blue speech bubble icon is visible on the left.

As soon as the proctor (or the system) approves your environment, you will see this kind of notification, and the start button will appear.

If a proctor is present, you can chat with the proctor by clicking on this icon

Click on this button to **Start Test**

Taking the test



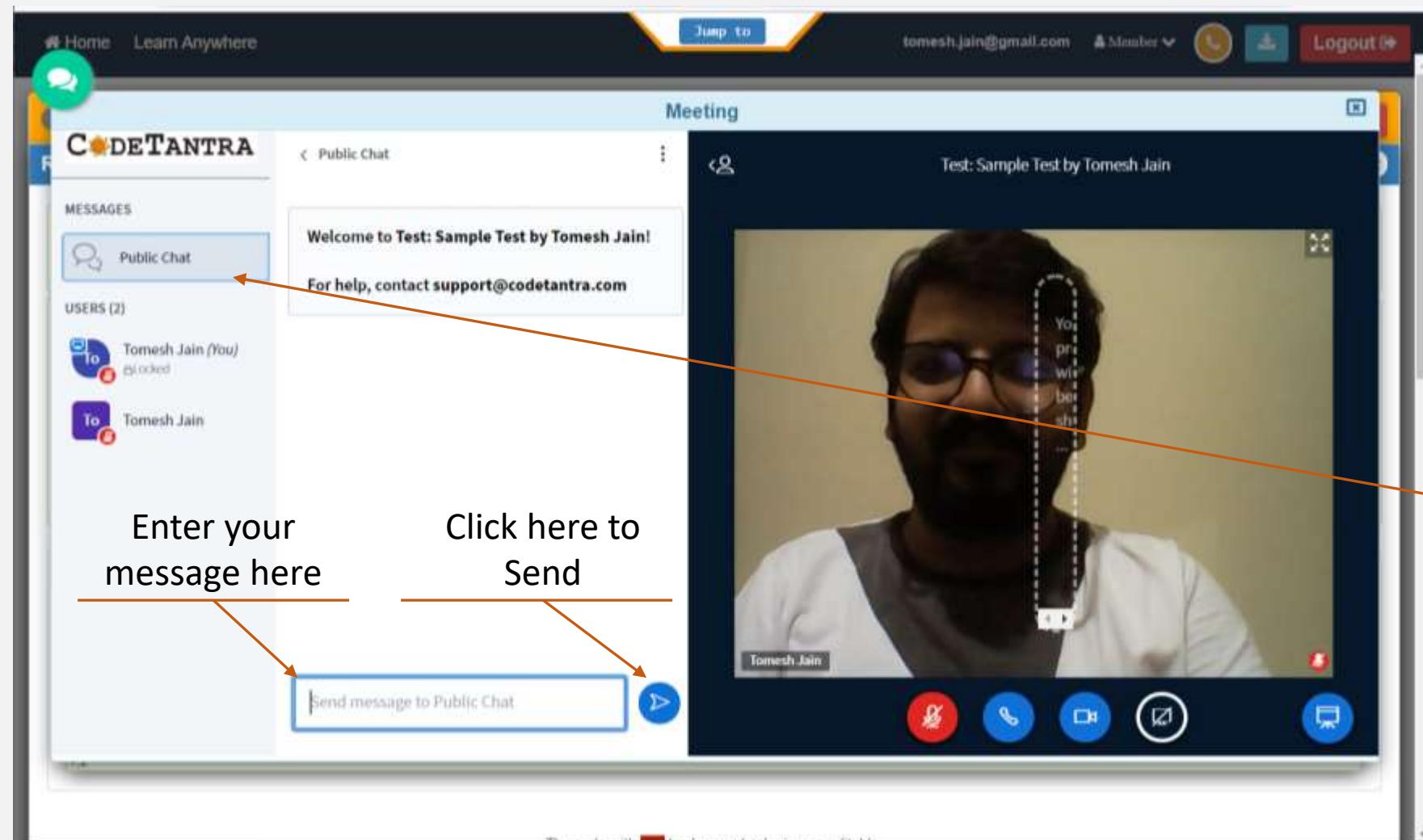
Click on the button to open the video and chat window

Click here to do chat with the proctor

Please do not click on this button to mute yourself to your proctor

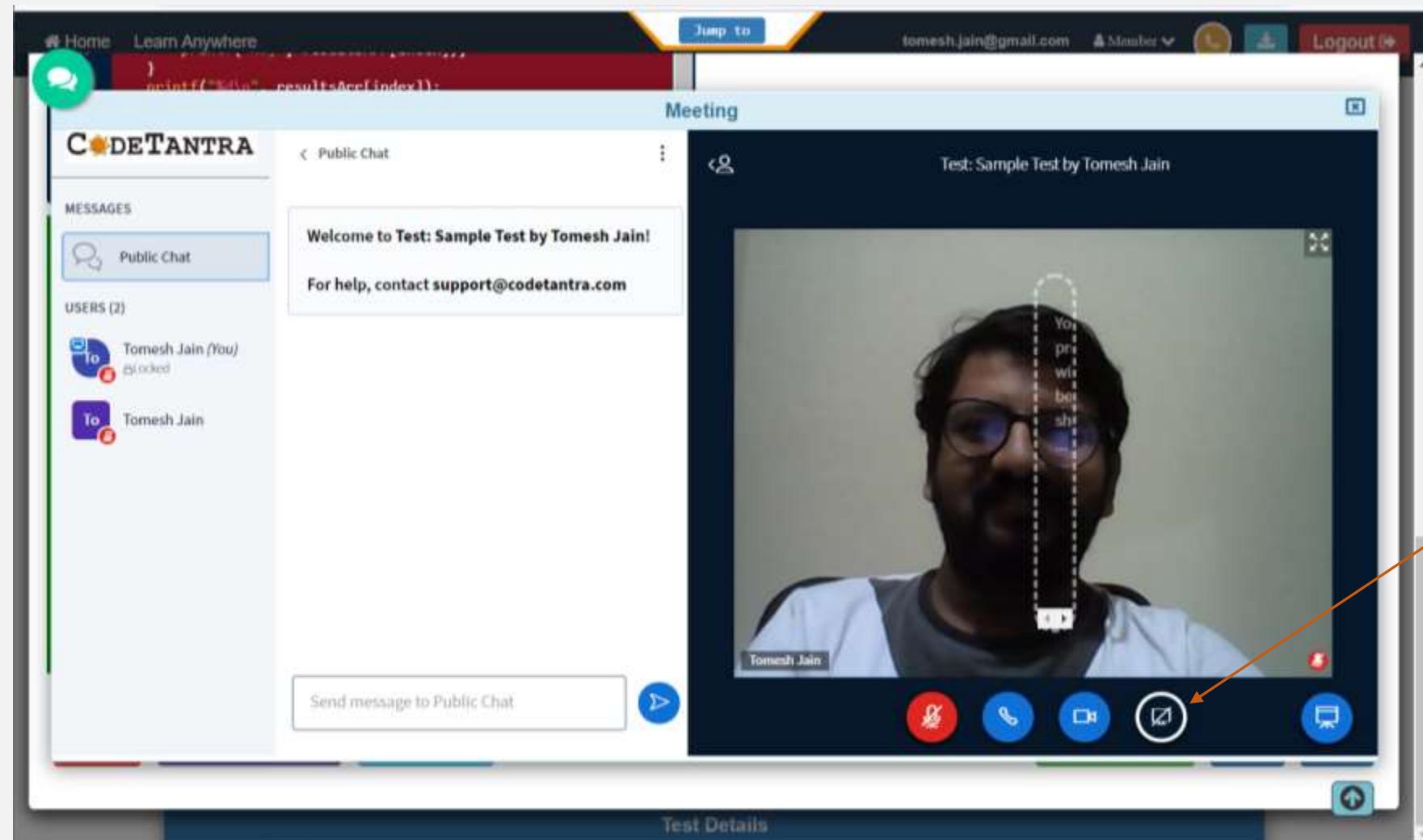
Taking the test

CODETANTRA



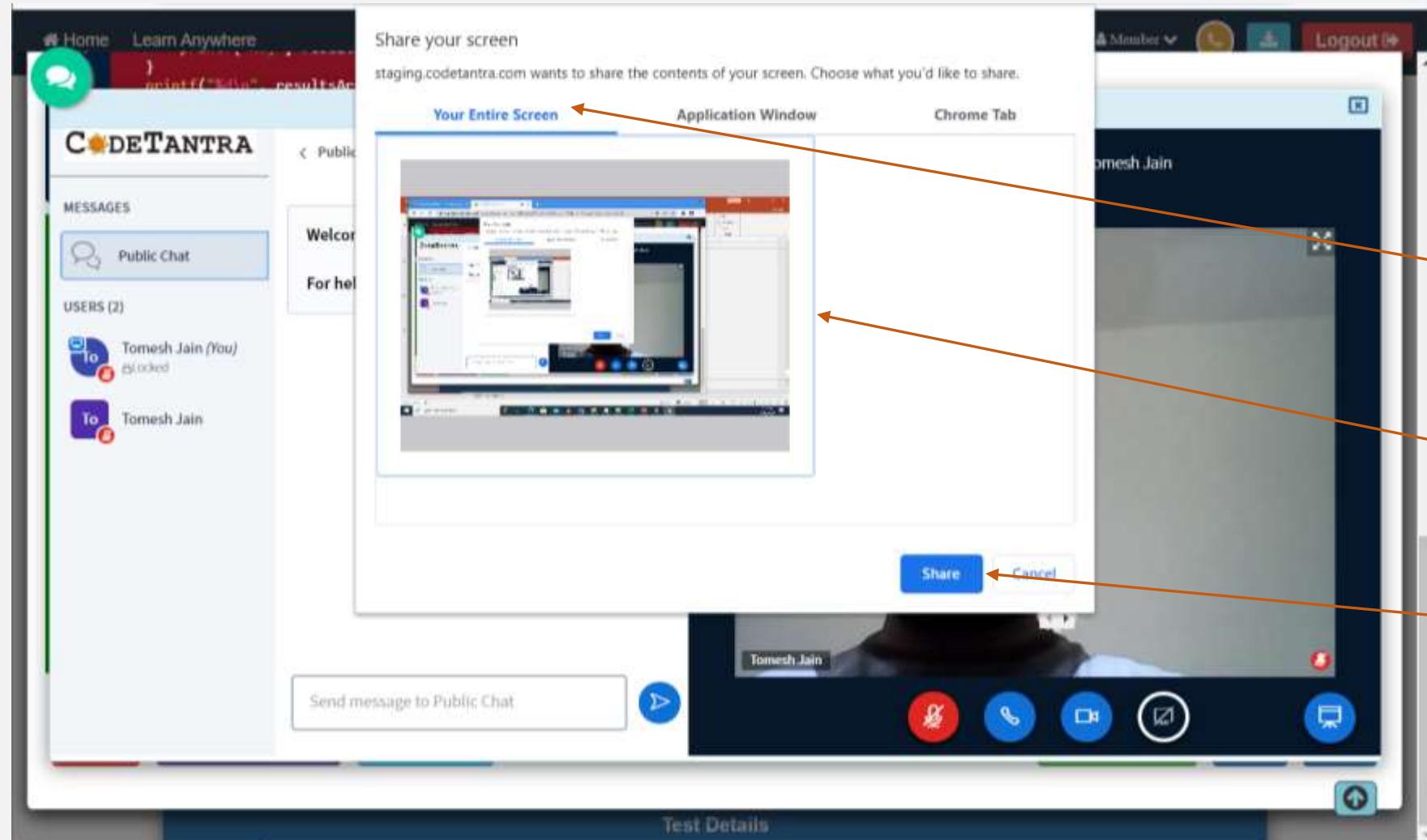
Taking the test

CODETANTRA



If the proctor asks you to share your screen. Click on this icon to share your screen.

Sharing the screen when prompted by user



Keep the Your Entire Screen option selected as it is.

Click on the image of the screen that is visible in the white dialog box.

Click on the Share button to start sharing.

Understanding Test Layout

The screenshot shows a programming test interface with the following elements:

- Header:** Home, Learn Anywhere, Jump to, tomesh.jain@gmail.com, Member, Logout.
- Question Status:** Question : 1 of 1, Question : 2 of 20, Marks for this Question : 2.
- Zoom Control:** - 100% +
- Close Button:** A red X button.
- Time Left:** Time left: 59:41
- Code Editor:** Preprocessor code:

```
#include <stdio.h>
#if X == 3
#define Y 3
#else
#define Y 5
#endif
int main() {
    printf("%d", Y);
    return 0;
}
```
- Question Text:** What is the output of the above program?
- Answer Options:**
 - 3 or 5 depending on the value of X
 - Compile time error
 - 3
 - 5
- Navigation Buttons:** < Prev, Next >
- Footer Buttons:** Finish, Mark for Review & Next, Clear Response.

Annotations on the right side of the interface:

- Close button: Points to the red X button in the top right corner.
- Time Left: Points to the "Time left: 59:41" timer.
- Question Text: Points to the question text "What is the output of the above program?"
- Multiple Choice Multiple Answers: Points to the first two answer options.
- More than one option can be selected: Points to the third and fourth answer options.
- Prev and Next Button to go the previous and next questions: Points to the "< Prev" and "Next >" buttons at the bottom.

The screenshot shows a test interface on the CodeTantra platform. At the top, there's a navigation bar with links for Home, Learn Anywhere, Jump to, and Logout. The user is identified as tomesh.jain@gmail.com and is a Member. A yellow header bar indicates the current section (1 of 1), question (3 of 20), and marks (2). It also shows a zoom level of 100%, a timer (58:38), and a message icon.

Choose the correct answer

Find the least number which when divided by 20, 25, 35 and 40 leaves remainders 14, 19, 29 and 34 respectively

1256

1394

856

1056

none of these

Buttons at the bottom include Finish, Mark for Review & Next, Clear Response, Prev, Next, and Start Test.

Multiple Choice Single Answer
Only one option can be selected.

Understanding Test Layout

Section, Question and Marks information

Finish, Mark for Review and Clear Response button

Note: Do not click on the Finish button until you decide to stop writing the exam

Note: If you click on Clear Response, your submission is cleared.

The screenshot shows a test interface with the following elements:

- Header:** Home, Learn Anywhere, Jump to, tomesh.jain@gmail.com, Member, Logout.
- Section Information:** Section : 1 of 1, Question : 3 of 20, Marks for this Question : 2.
- Question Text:** Choose the correct answer. Find the least number which when divided by 20, 25, 35 and 40 leaves remainders 14, 19, 29 and 34 respectively.
- Answer Options:** Radio buttons for 1256, 1394, 956, 1056, and none of these.
- Control Buttons:** Finish (red), Mark for Review & Next (purple), and Clear Response (blue). The Clear Response button is highlighted with a dashed red box and an arrow from the text "Clear Response button".
- Bottom Buttons:** Start Test (green) and navigation arrows (Prev, Next).

Understanding Test Layout

The screenshot shows a test interface with the following elements:

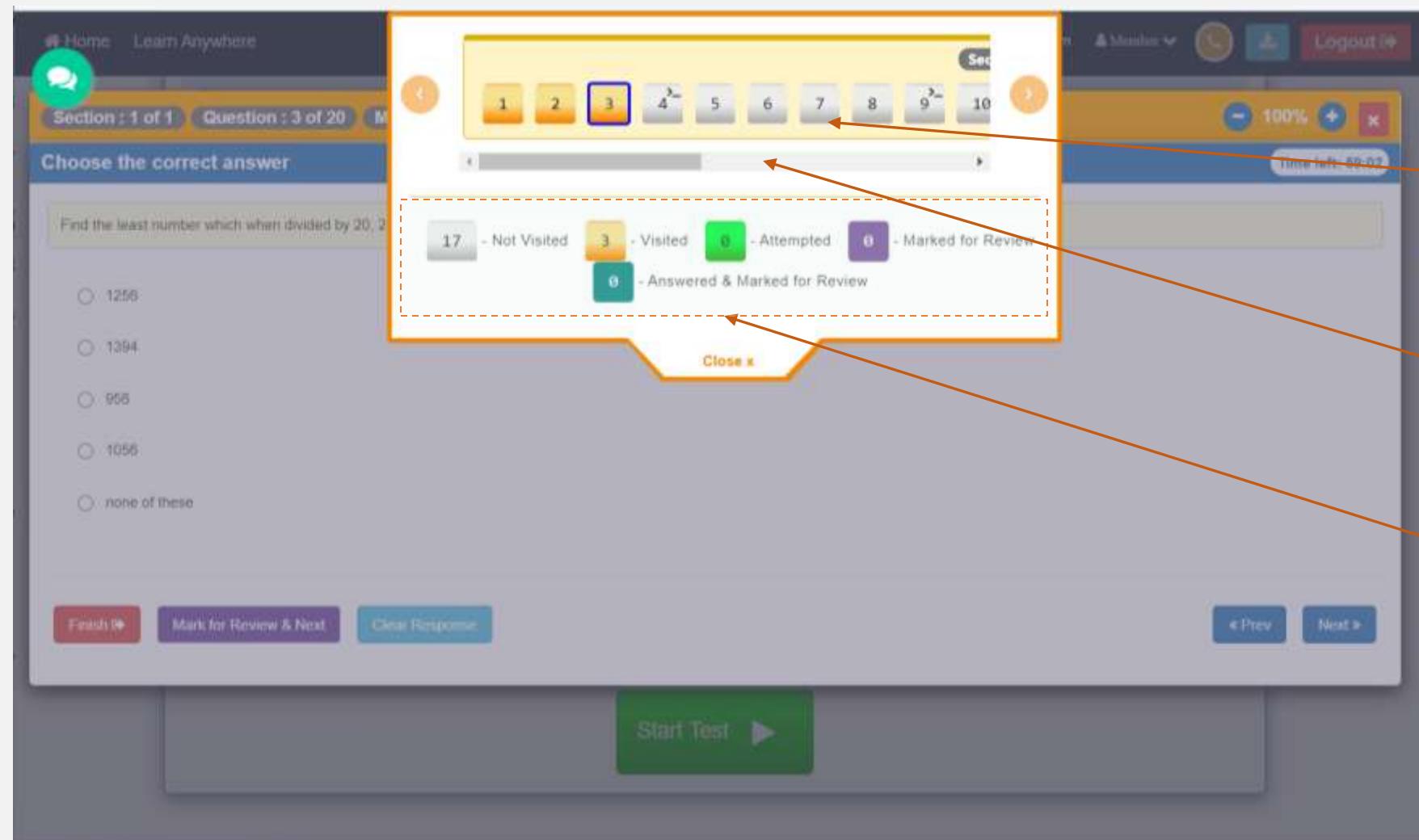
- Top Bar:** Home, Learn Anywhere, Jump to, tomesh.jain@gmail.com, Member, Logout.
- Header:** Section : 1 of 1, Question : 3 of 20, Marks for this Question : 2, Time left: 59:25.
- Question Text:** Find the least number which when divided by 20, 25, 35 and 40 leaves remainders 14, 19, 29 and 34 respectively.
- Options:** 1256, 1394, 956, 1050, none of these.
- Bottom Buttons:** Finish, Mark for Review & Next, Clear Response, Start Test (with a play icon).

Two annotations are present:

- A red arrow points from the text "Zoom Controls" to the zoom controls in the top right corner of the header bar.
- A red arrow points from the text "Quick Navigation Bar" to the "Jump to" button in the top bar.

Zoom
Controls

Quick Navigation Bar for
navigating to any question in the
test.



Click on any question to jump to that question

You can use the scroll bar to move to any question

Current Question Statistics

Uploading the answer scripts from phone (Second Device)

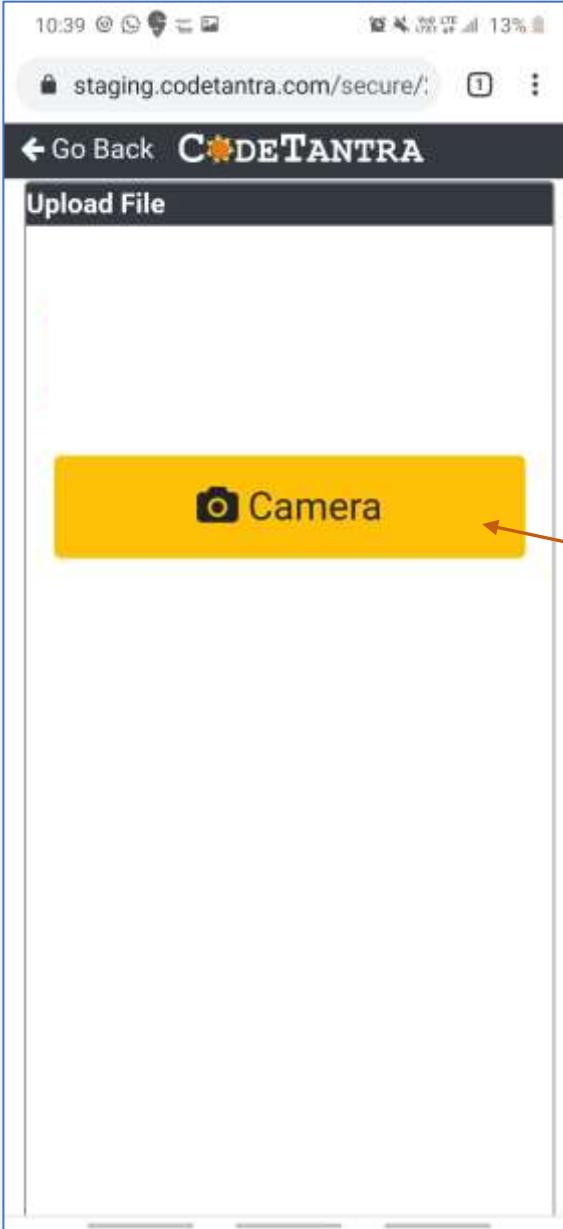
00:51 0 54%
staging.codetantra.com/secure/
CODETANTRA

Tests
Search between: 2020/10/0 2020/10/0

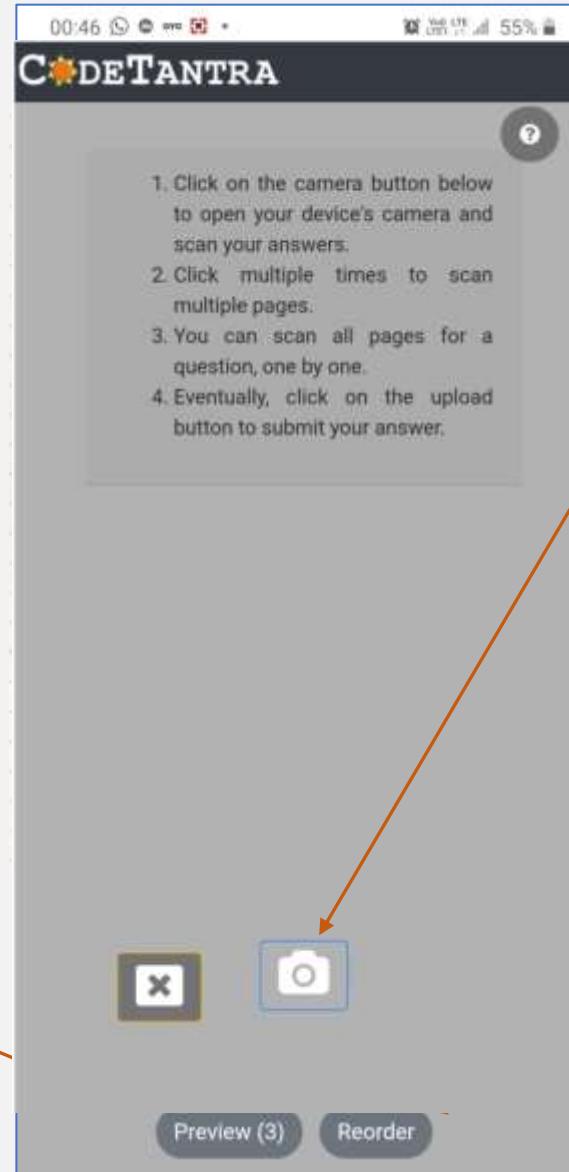
Test Name	Test Time	Status
Sample Test 1	14 Oct 21:30 - 15 Oct 13:00 +05:30	<input type="button" value="Open Test"/> <input type="button" value="Scan & Upload"/>
QR Check 2	14 Oct 20:23 - 15 Oct 00:00 +05:30	<input type="button" value="Expired"/>
Template QRCheck	14 Oct 20:00 - 14 Oct 22:00 +05:30	<input type="button" value="Expired"/>
QR Check One	14 Oct 19:45 - 14 Oct 23:00 +05:30	<input type="button" value="Expired"/>
Issue Check	14 Oct 11:30 - 14 Oct 14:00 +05:30	<input type="button" value="Completed"/>
Photo Test	14 Oct	<input type="button" value="Completed"/>

Step 1. Login to the same website and navigate to the test page and click on the “Scan & Upload” button

Uploading the answer scripts from phone (Second Device)



Click on the Camera Icon which opens the back camera in a full screen view to take snapshots.



Step 3 - Click on the Preview(3) to see the preview. indicating three image were taken.

Click on the camera icon to take a snapshot.

Step - 4 Click here to reorder the images.



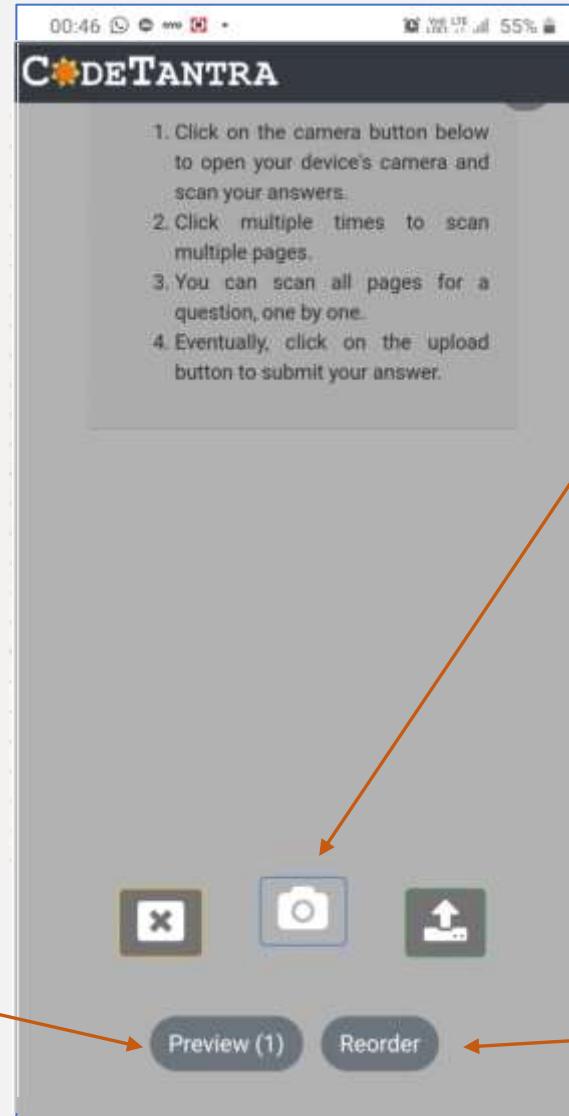
Point your camera towards the answer sheet and ensure that the picture quality is good.

Click here to take a photo.



Ensure to click on this button
after your review the preview
visible on the top

phone (Second Device)

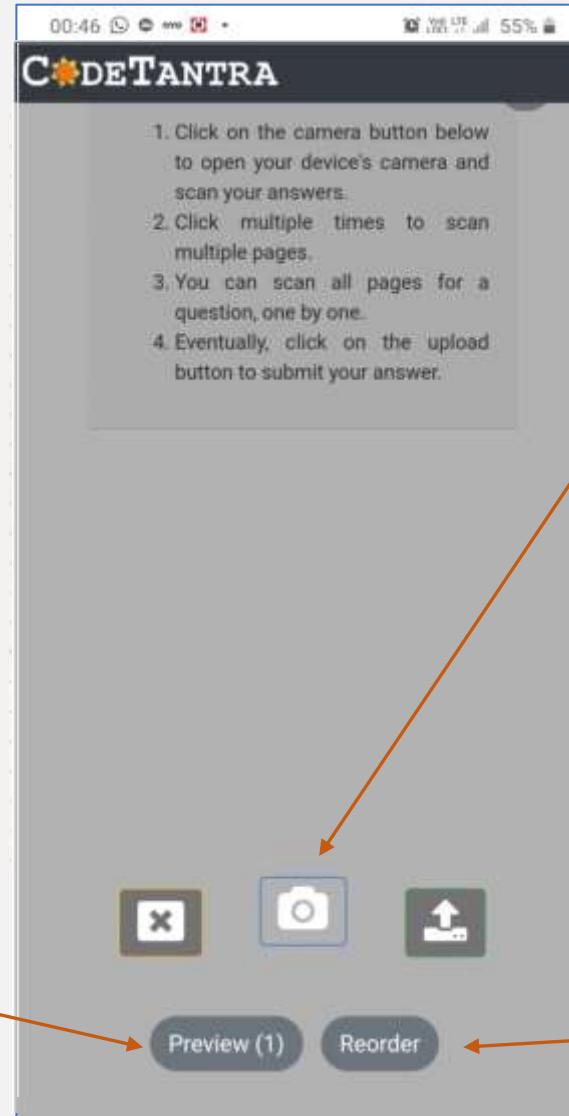


Click on the Preview(3) to see the preview. indicating three image were taken.

Click on the camera icon to below to take multiple snapshots, in case you have used multiple answer sheets for the same question.

Click here to reorder the images.

phone (Second Device)

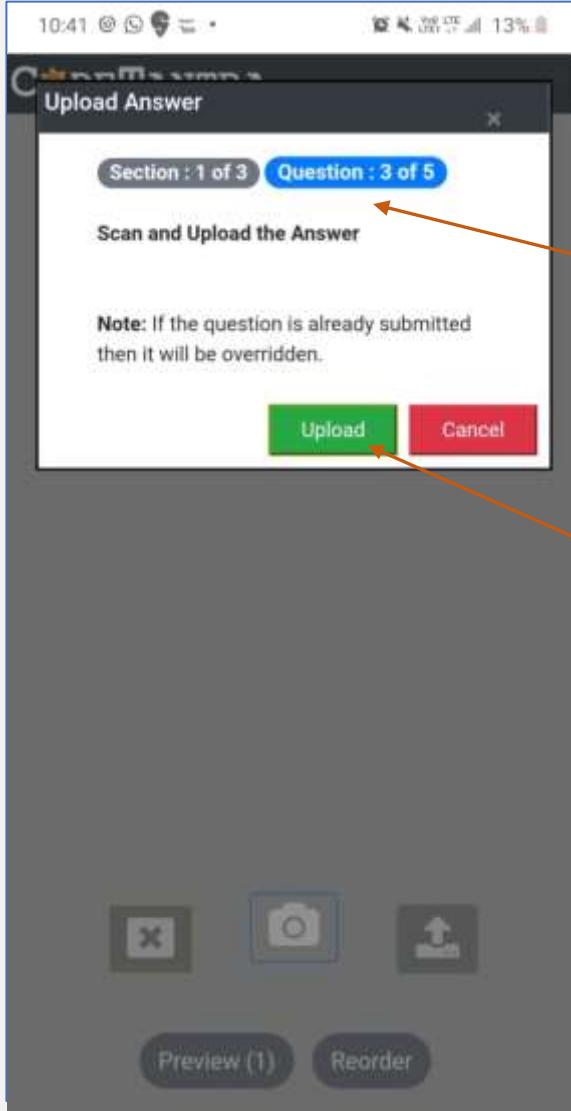


Click on the Preview(3) to see the preview. indicating three image were taken.

Click on the camera icon to below to take multiple snapshots, in case you have used multiple answer sheets for the same question.

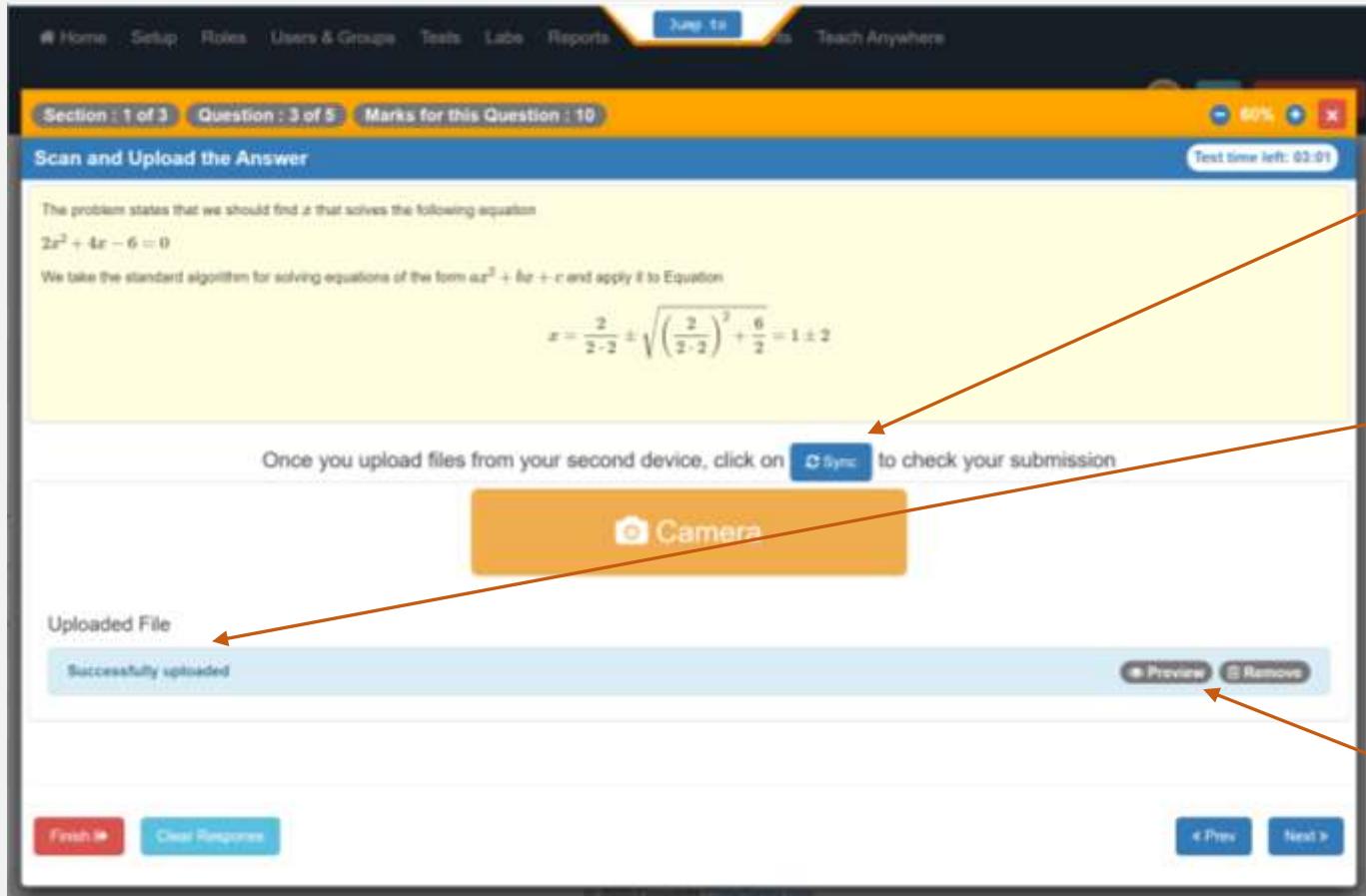
Click here to reorder the images.

Uploading the answer scripts from phone (Second Device)



The question to which these answer sheets are being uploaded to auto-synchronized shown here.

Click on the upload button to upload all the images as a single PDF.



Successfully uploaded indication as Implies the successful file upload.

Successfully uploaded indication as Implies the successful file upload.

Click here to preview or remove the submissions.

Using the Scientific Calculation

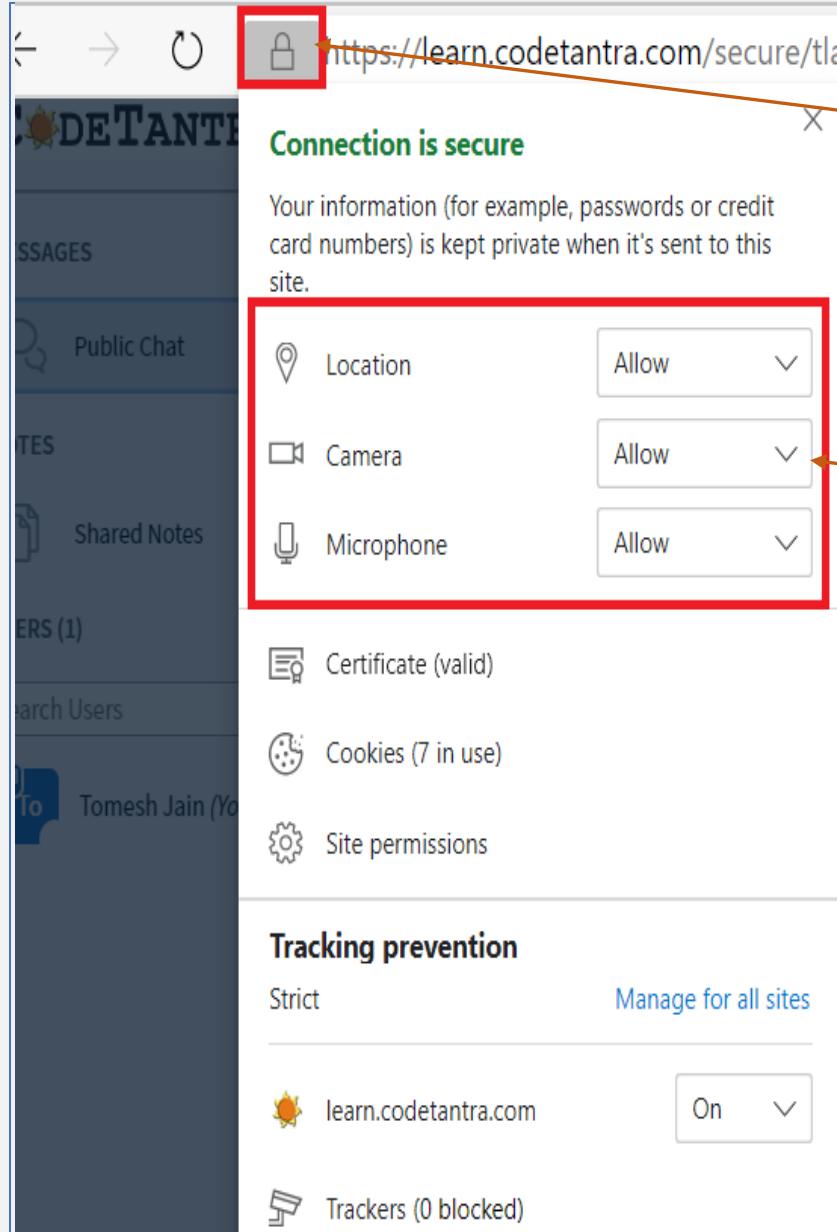
The screenshot shows a web-based test interface. At the top, there's a navigation bar with links for Home, Test, Search, and Logout. Below it, a header bar displays 'Section : 1 of 3', 'Question : 3 of 5', and 'Marks for this Question : 10'. A yellow banner below the header says 'Scan and Upload the Answer'. The main content area contains a math problem: 'The problem states that we should find x that satisfies the equation $2x^2 + 4x - 6 = 0$. We take the standard algorithm for solving quadratic equations...'. A large orange arrow points from the text 'Once you have solved the problem' to a scientific calculator window. The calculator has a numeric keypad and various mathematical functions like sin, cos, tan, and square root. It also has buttons for abc, func, RAD, and DEG. A red circle highlights the 'func' button, and another orange arrow points from the text 'Select the appropriate functions for the calculations' to this button. The calculator displays the equation $\frac{(4.587 \times 10^3)}{1.2 \times 10} = 3822.5$.

Click on this button to open the scientific calculator

Select the appropriate functions for the calculations

Enabling Permissions and checking Internet Speed

Enabling Camera, Microphone and Location – Laptops/ Desktop PC

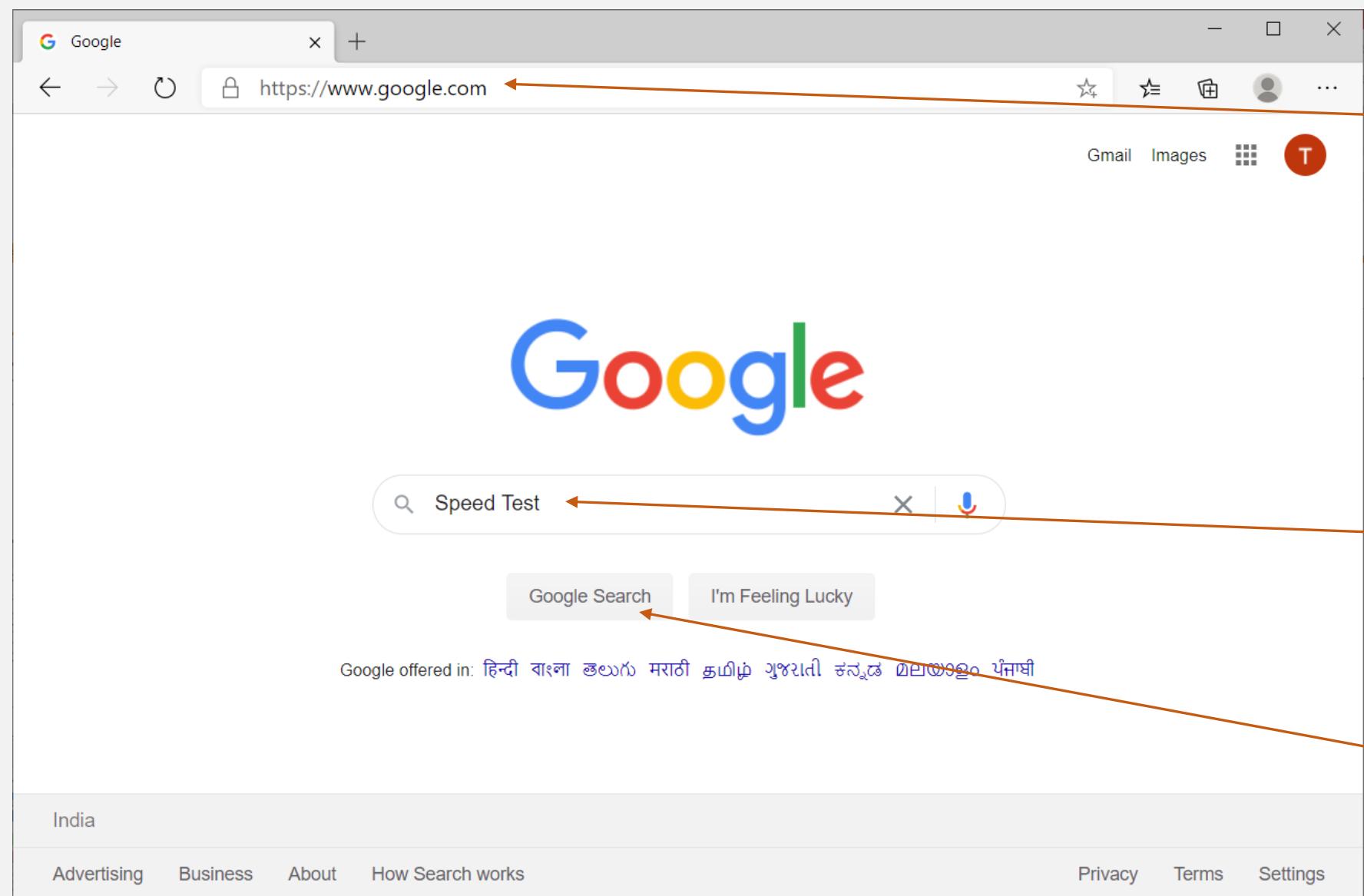


If the permissions were not granted, permissions can be given by clicking on the **Lock** Icon on the top left area of the browser.

Make sure that the Camera, Microphone and Location permissions when prompted are allowed.

Speed Test – Step 1

CODETANTRA



1. Visit
<https://www.google.com>

2. Type
Speed Test

3. Click
Google Search

Speed Test – Step 2

CODETANTRA

Speed Test - Google Search

https://www.google.com/search?source=hp&ei=54FGX66PMI3Wz7sP_tmLsAQ&q=S...

Google Speed Test

All Books Shopping News Images More Settings Tools

About 1,96,00,00,000 results (0.39 seconds)

Internet speed test

Check your Internet speed in under 30 seconds. The speed test usually transfers less than **40 MB of data**, but may transfer more data on fast connections.

To run the test, you'll be connected to [Measurement Lab](#) (M-Lab) and your IP address will be shared with them and processed by them in accordance with their [privacy policy](#). M-Lab conducts the test and publicly publishes all test results to promote Internet research. Published information includes your IP address and test results, but doesn't include any other information about you as an Internet user.

About

RUN SPEED TEST

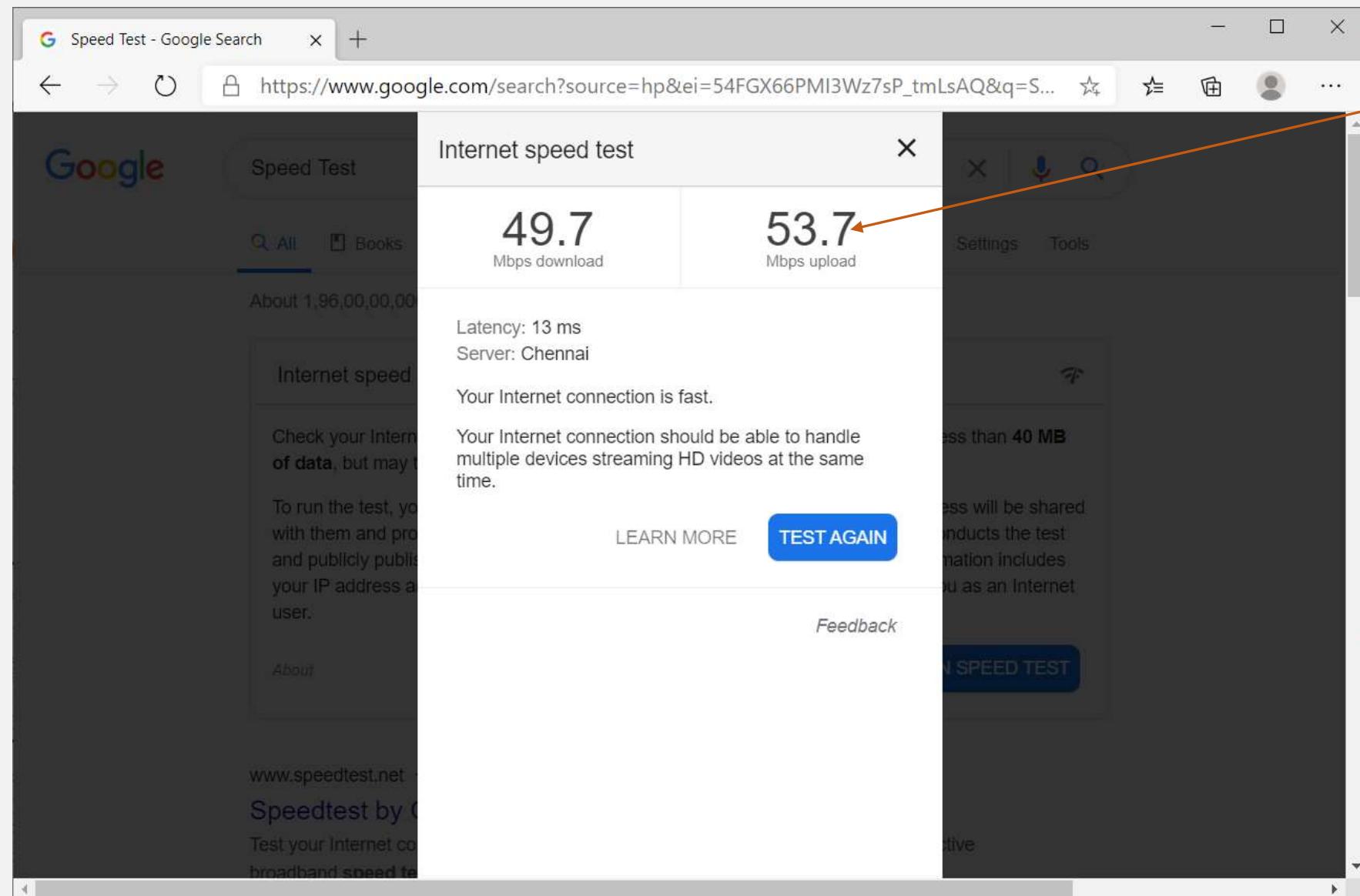
www.speedtest.net ▾

[Speedtest by Ookla - The Global Broadband Speed Test](#)

Test your Internet connection bandwidth to locations around the world with this interactive broadband **speed test** from Ookla.

4 Click
RUN SPEED TEST

Speed Test – Step 3



Upload Speed

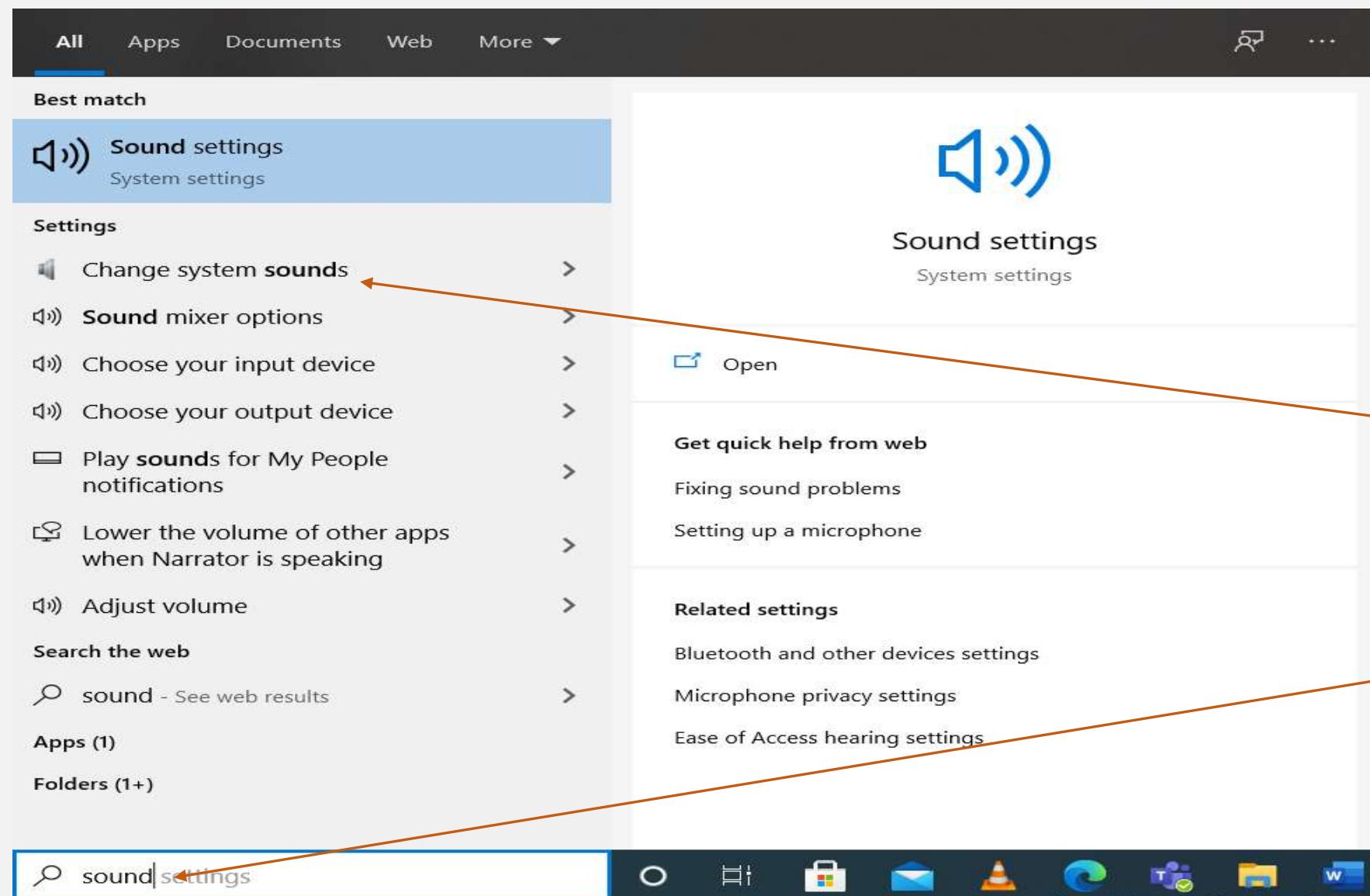
Important Note:

For video and audio proctoring alone the system need **50 Kbps upload speed**. We suggest the examinee to have up to **100 Kbps upload speed** for a smooth experience.

Check your Microphone volume

Check you microphone volume - 1

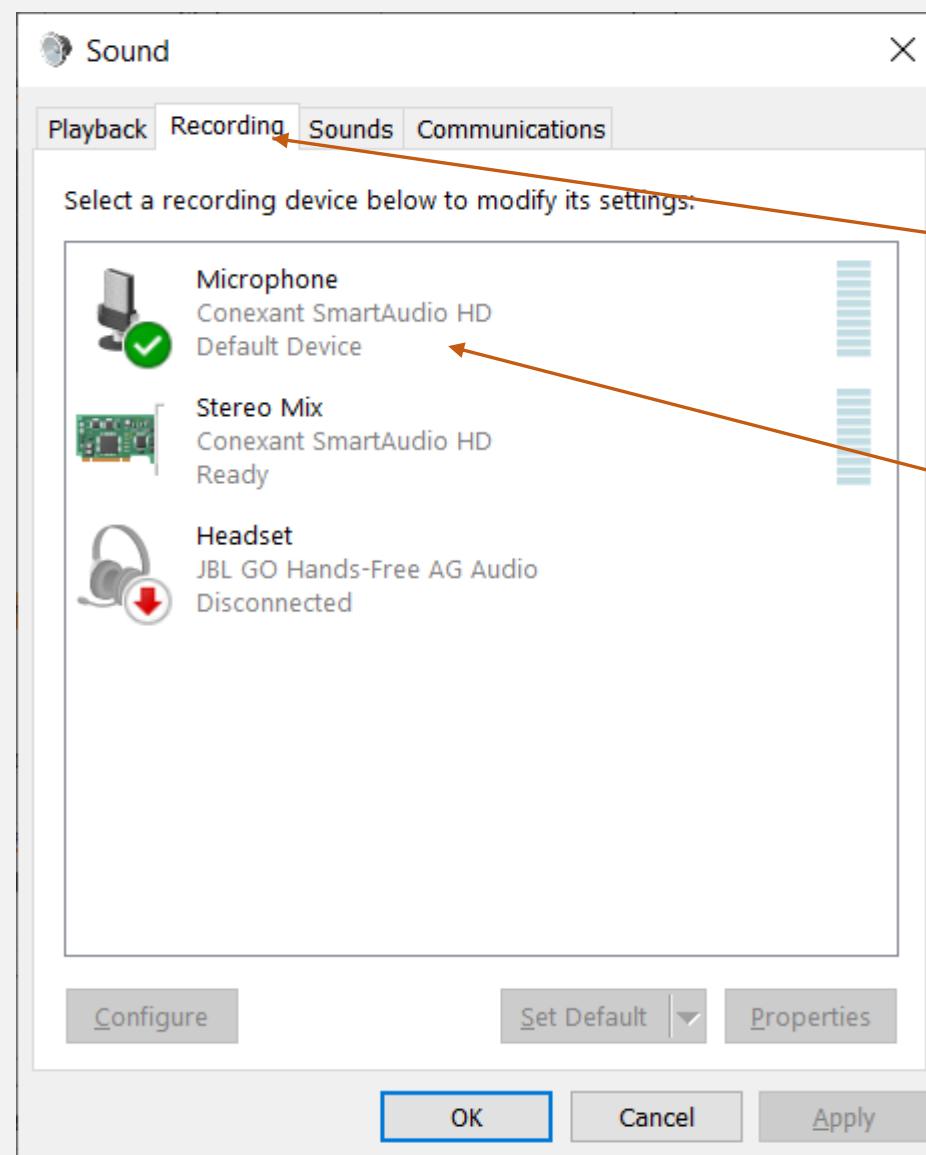
CODETANTRA



2. Click
Change System Sounds

1. Type Sound on windows
search bar at the left bottom
corner

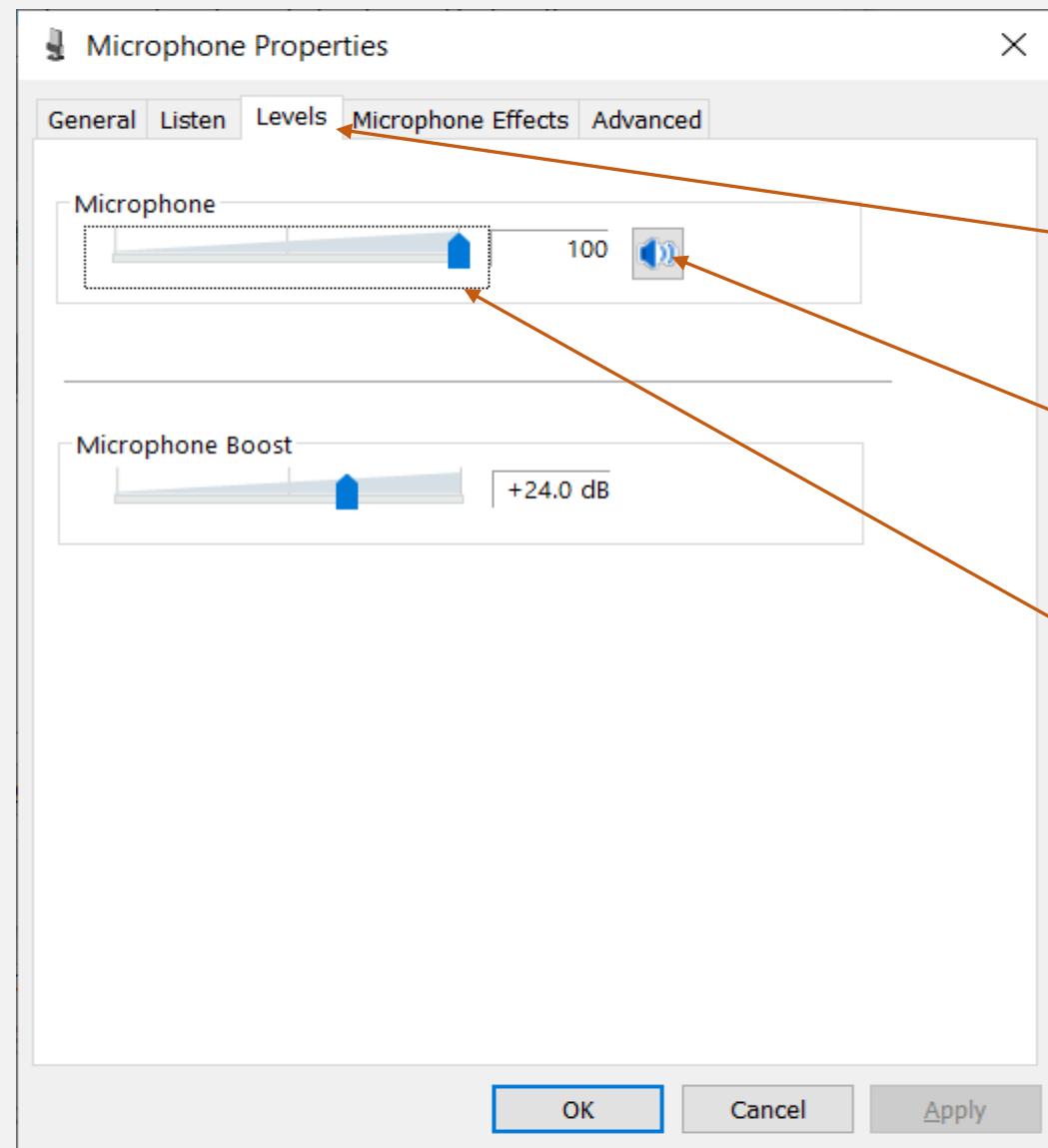
Check your microphone volume - 2



3. Click
Recording Tab

4. Double Click
Microphone Symbol
This opens a new dialog window

Check you microphone volume - 3

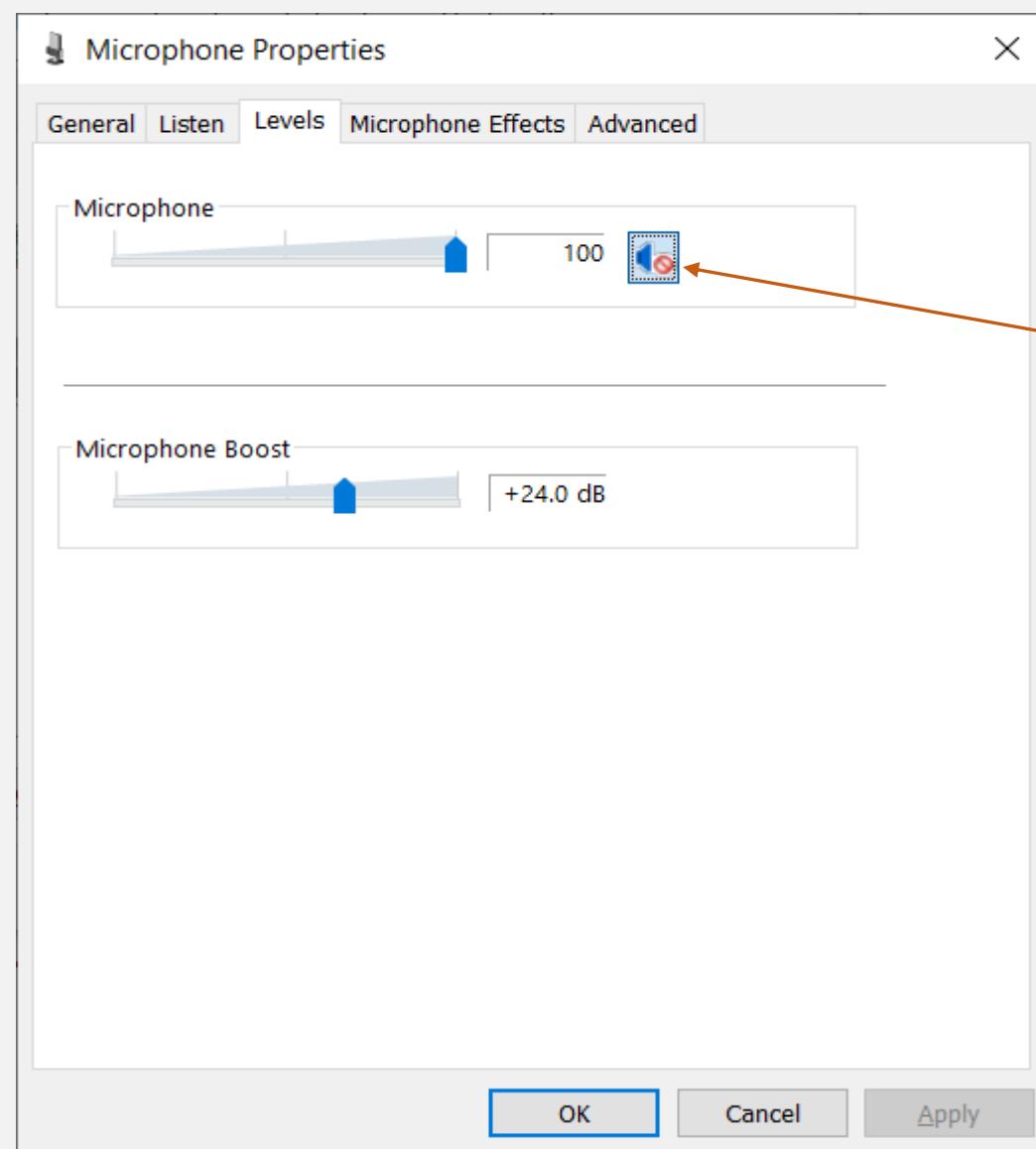


3. Click
Levels Tab

5. Ensure
The volume is not muted indicated by a red circle.
The current symbol shown is correct

4. Ensure
Microphone Volume Level is HIGH

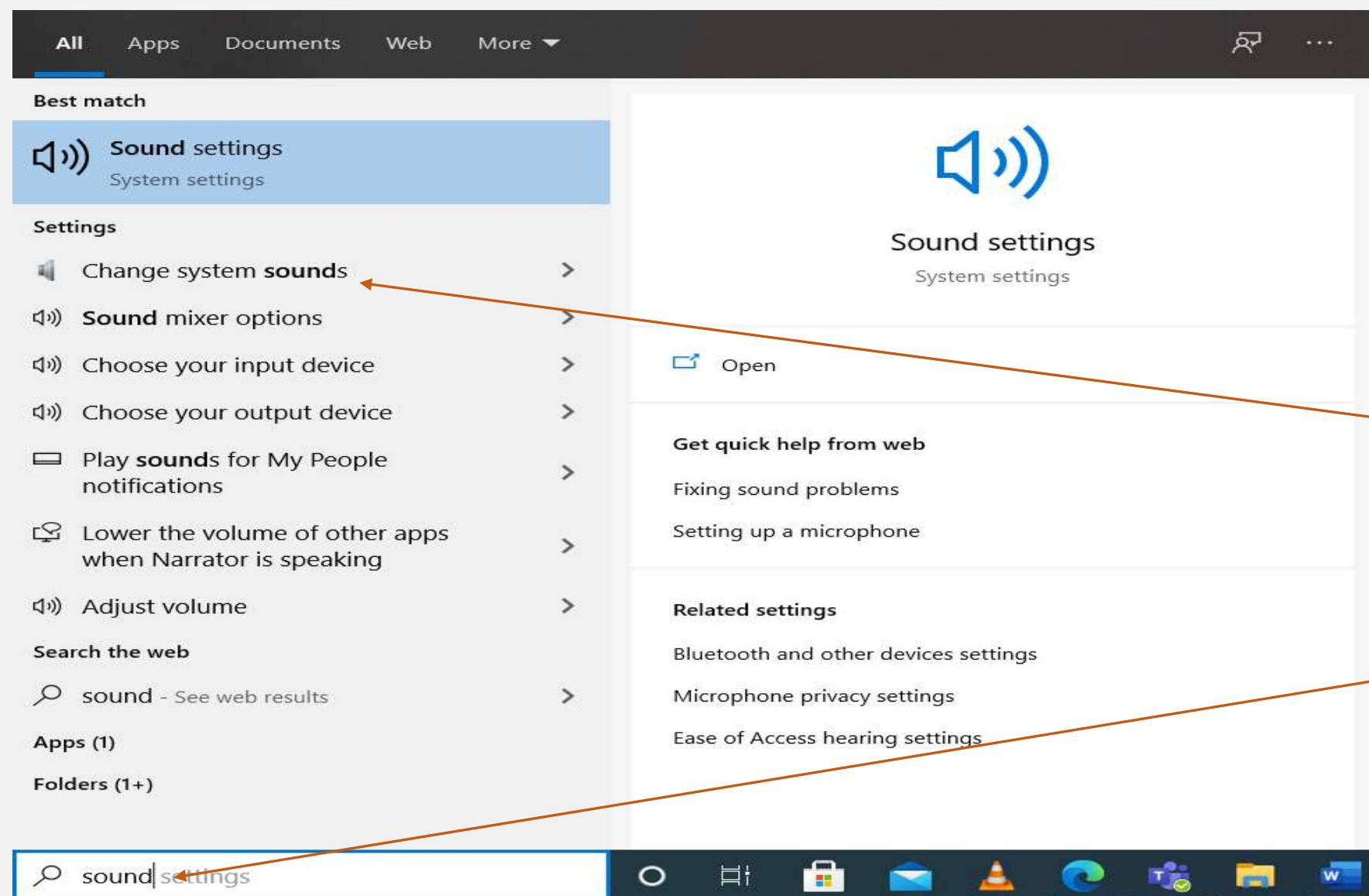
Understanding Incorrect Setting



This is Incorrect setting.
You need to click on this to change

Checking Speaker Volume

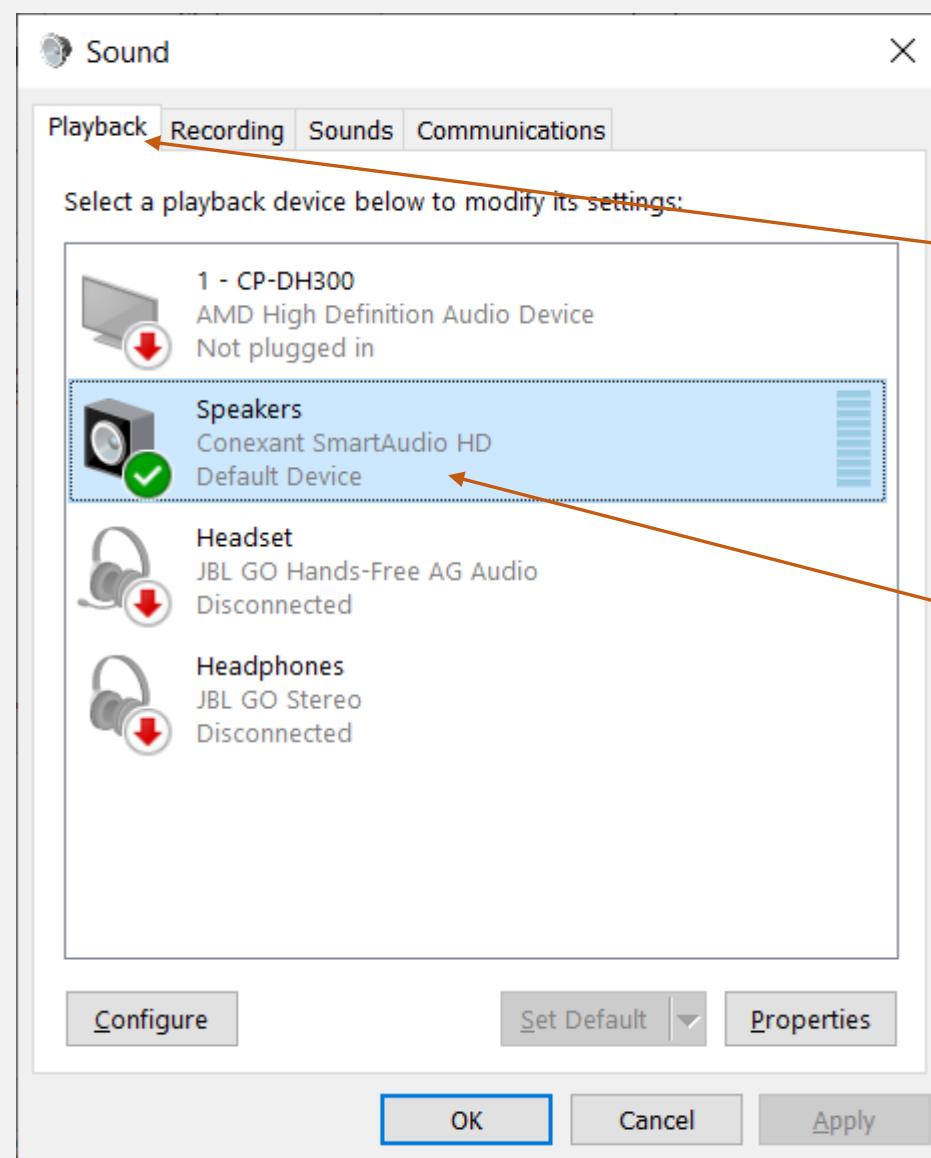
Check you speaker volume - 1



2. Click
Change System Sounds

1. Type Sound on windows
search bar at the left bottom
corner

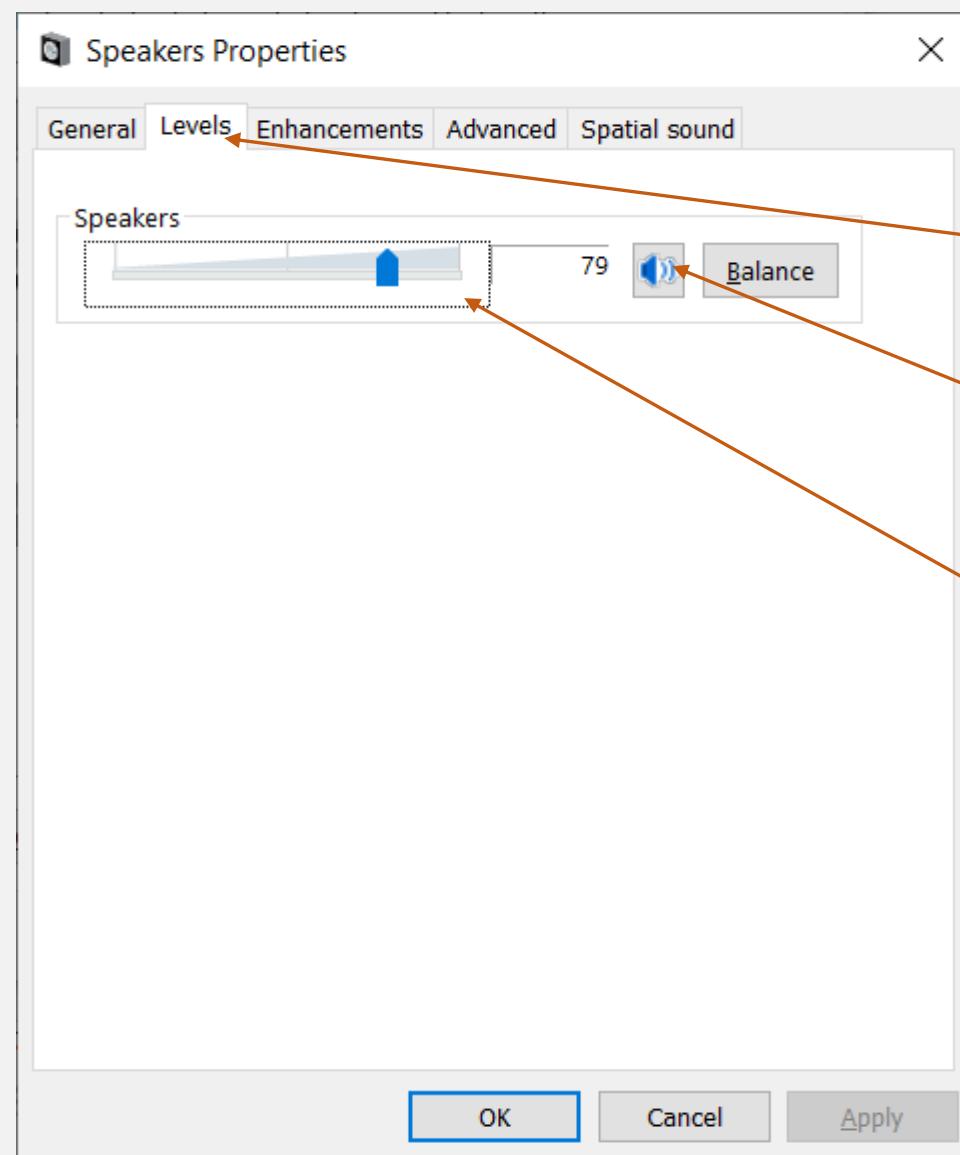
Check you speaker volume - 2



3. Click
Playback Tab

4. Double Click
Speakers (Default Device)
This opens a new dialog window

Check you speaker volume - 3

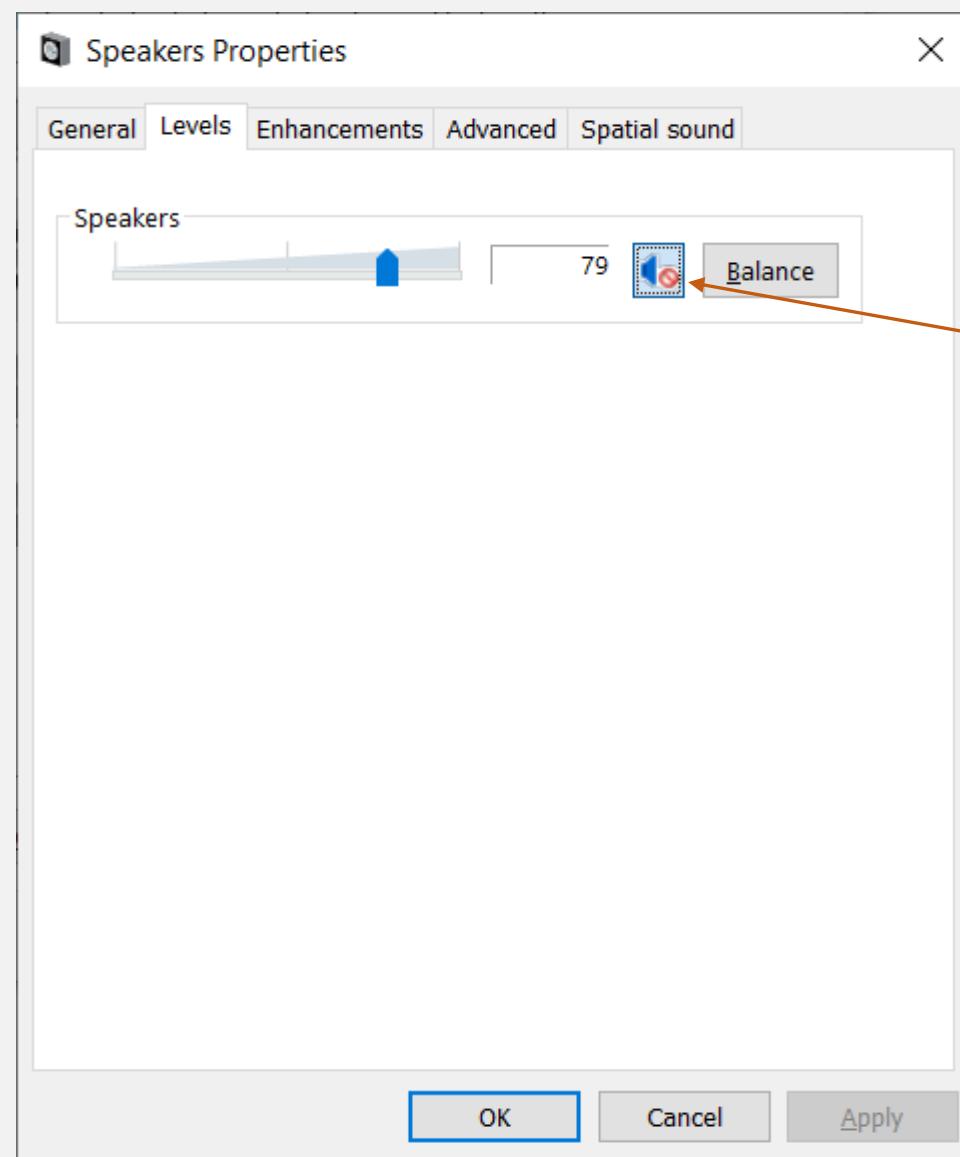


3. Click
Levels Tab

5. Ensure
The volume is not muted indicated by a red circle.
The current symbol shown is correct

4. Ensure
Speaker Volume Level is **HIGH**

Understanding Incorrect Setting



This is Incorrect setting.
You need to click on this to change