



# Candidate Guide for online examination



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- ✓ Starting the Examination
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## System Requirement

- Supported Devices – Desktop and Laptop
- Operating System – Only Window 8 and above
- Browsers – Google Chrome (latest version)
- Disable Antivirus
- Ensure Time in the system is set as IST
- It is mandatory to allow access to Webcam and Microphone. Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment
- Safe Assessment Browser (SAB) Tool is mandatory



# Getting Ready for the Examination



Place yourself in a separate room to avoid disturbance



Try to avoid bright lights in the background, e.g., Windows



Adjust the camera at the eye-level



Close all other windows, browsers & social media apps



# How to Install SAB Tool

- ✓ Before Installing SAB Tool, please ensure that your system is fulfilling all the requirements as mentioned in *System Requirement for Online Examination*
- ✓ Download 'SAB' tool from the boarding pass

Important – SAB tool *might* not start in Windows 7 for data security reasons.

# How to Install SAB Tool



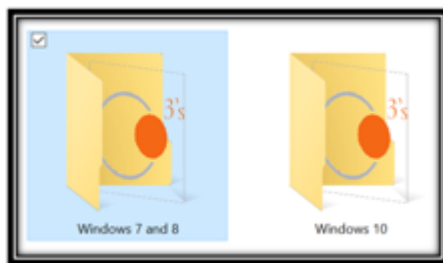
The screenshot shows a web browser window with a OneDrive interface. The address bar shows a URL from cocubestechologiespvtltd-my.sharepoint.com. The OneDrive header is blue with a 'OneDrive' label. Below the header, there are buttons for 'New', 'Upload', and 'Download'. The 'Download' button is highlighted with a red box and a red arrow pointing to it. Below the buttons, there is a breadcrumb path: 'Files > SAB Tool > SAB-Tool-Windows-CoCubeslogo > 08-05 SAB Tool Proctor - without login'. Below the path, there is a table with columns: 'Name', 'Modified', 'Modified By', 'File size', and 'Sharing'. The table contains two rows of folders: 'Windows 10' and 'Windows 7 and 8'. The 'Name' column is highlighted with a red box, and a red arrow points to it. Below the table, there is a red arrow pointing upwards towards the 'Windows 7 and 8' folder.

Name	Modified	Modified By	File size	Sharing
Windows 10	August 5	Karan Parpyani	1 item	Shared
Windows 7 and 8	August 5	Karan Parpyani	1 item	Shared

- ✓ Right click on the folder as per Windows version
- ✓ Click 'Download' icon

# How to Install SAB Tool

- ✓ Once the file is Downloaded, Unzip and save the folder on your computer.
- ✓ If you have WinRAR software application on your system, you can download the folder and unzip (extract the folder and save it on the desktop)
- ✓ If WinRAR Downloadable option is not available, download this application in advance: <https://www.winrar.com/predownload.html?&L=0>
- ✓ Open the folder and run the SAB (for Windows 10 or Windows 8) as per your operating system



Double click on this file to take examination

1. SAB installation is one-time activity and should be done before the 'System Check test'
2. Once installed, you do not have to re-install it for 'Final Examination'
3. Click on SAB file directly to take Examination

# How to Start your Examination from Laptop/Desktop

The screenshot shows the 'Safe Assessment Browser - Aon' window. On the left, there is a red arrow pointing to the 'Access Token' input field, which has a link icon on the left. Below it is a blue 'Start Test' button, with another red arrow pointing up to it. The right side of the window displays a 'System Summary' panel with various system checks, all marked with green checkmarks. At the bottom of the window, there are links for 'Privacy Policy' and 'Terms and Conditions', and a copyright notice for 2020 Aon plc.

Safe Assessment Browser - Aon

**AON**  
Empower Results®

Access Token

Start Test

**System Summary**

- OS: Microsoft Windows 10 Pro
- Browser: Google Chrome
- Screen Size: 1920px by 1080px
- Timer: ok
- Http GET: ok
- Http POST: ok
- Webcam: Found
- Mic: Found

[Privacy Policy](#) [Terms and Conditions](#)

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- ✓ Download SAB Tool and run the application
- ✓ Enter the Access Token shared

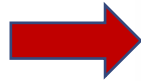
**Note: Please close all other applications and save your work before running the SAB tool**




# How to Start your Examination



Click on **Start Assessment**





## Login

Superset Id

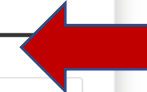
Password

Passkey

Start Assessment

Enter correct details

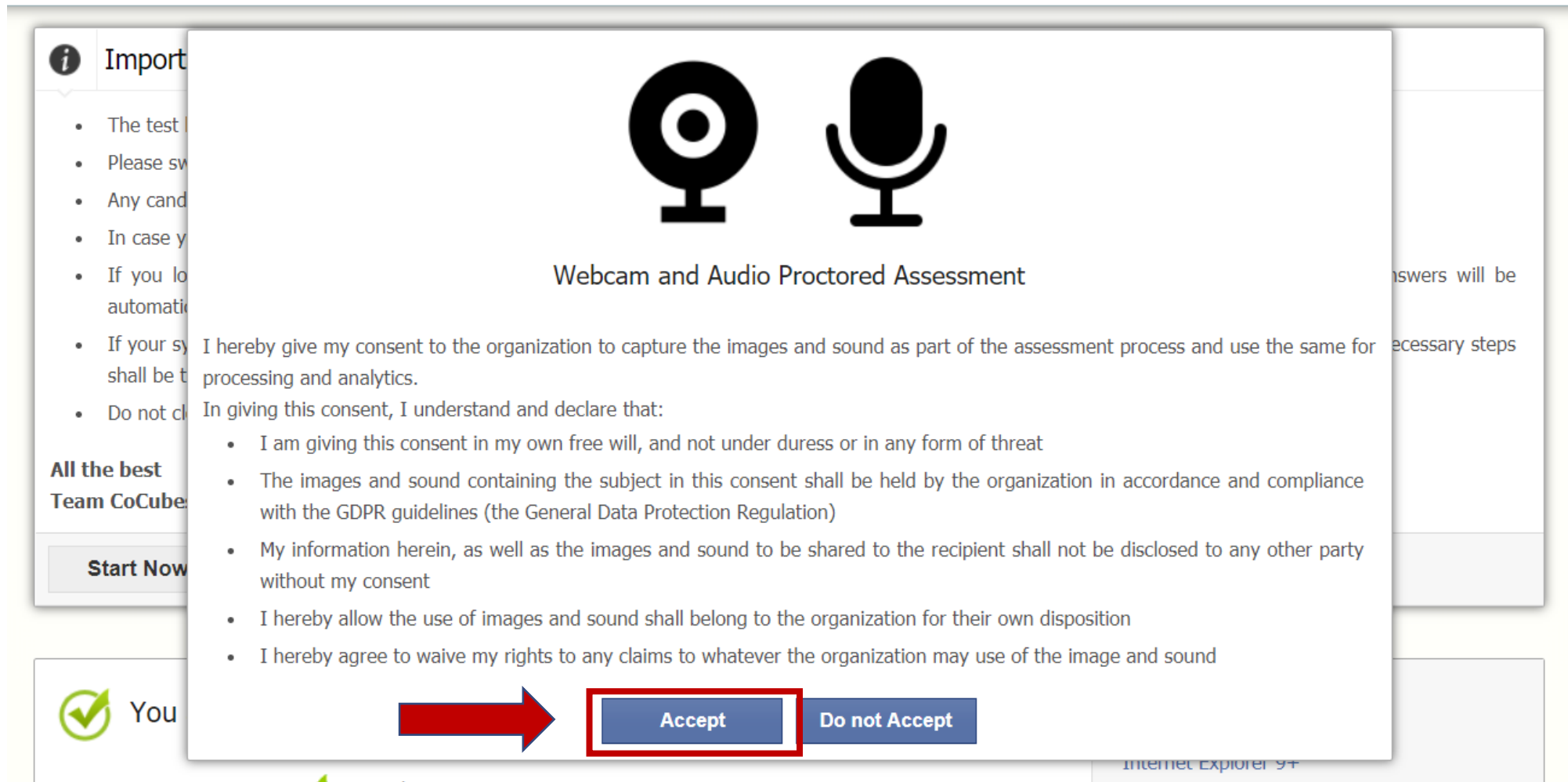
**Please Note down the details from the Test email and Admit Card**



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**You will not be able to switch windows or exit the screen once started**

# Starting the Examination



✓ Click on Accept to allow Webcam and Audio Access

# Starting the Examination



## Important Instructions & Guidelines

- Please switch off your mobile and place on your desk
- Any candidate found copying would be asked to leave
- In case you are getting any pop-up/virus on your system please inform the invigilator immediately
- If you lose Internet connectivity at any point in test, do not panic. Continue attempting the assessment. You will not lose time and your answers will be automatically submitted once the Internet comes back
- If your system shuts down abruptly, don't panic. Your results would have been saved automatically. Don't login again, first contact the invigilator. Necessary steps shall be taken to resume your test
- Do not close the test window unless you complete and submit the test

All the best

✓ Go through the Instructions properly before starting the examination

Start Now



You are good to go.

Operating System : ✓ Windows 10  
Browser Version : ✓ Chrome 83.0  
JavaScript : ✓ Enabled

## Quick Links

[Internet Explorer 9+](#)  
[Firefox 30+](#)  
[Google Chrome 32+](#)  
[Opera 20+](#)  
[Adobe Flash Player 11+](#)



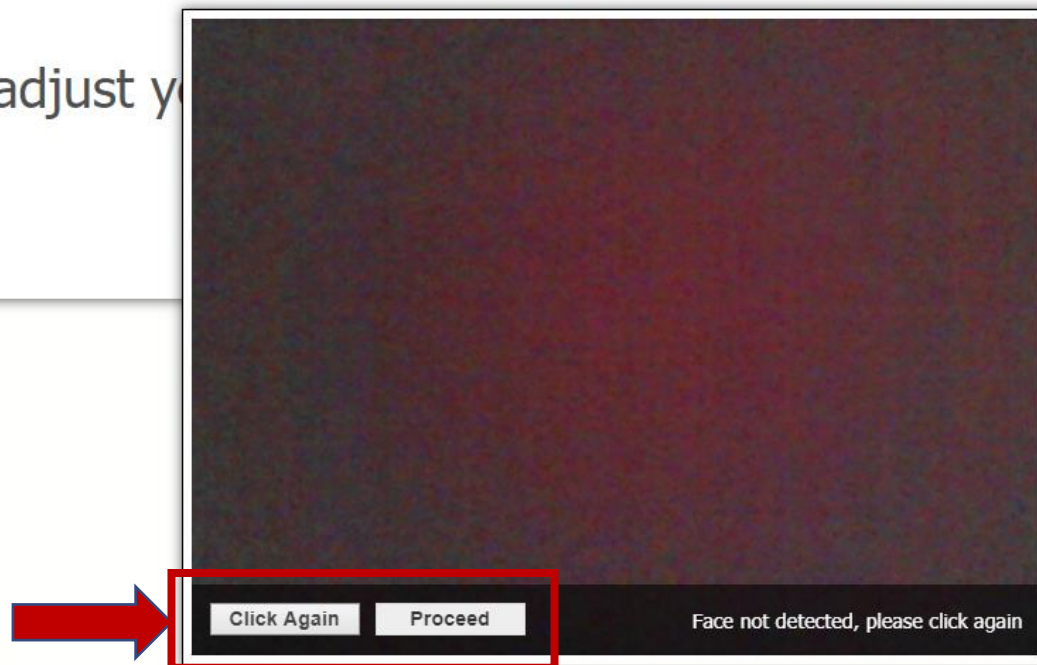
- ✓ Ensure your face is clearly visible. The examination will not start if your face is not detected

Welcome Candidate A



Please adjust your

picture . . .



- ✓ Click the Picture again and the click on Proceed to start the examination

- ✓ This error occurs when your face is not visible on the Webcam. Do not hide your face or move away from the camera at any point of time during the examination
- ✓ Any such activity will lead to disqualification



Unable to detect face

System is not able to detect your face please make sure you are in front of the webcam

- ✓ Click Close and make your face visible





# Do ENSURE:

Ensure	Please ensure the wall behind you has a plain background with no objects hanging on it
Remain	Please remain seated during the entire Exam duration
Do not close	Do not close the test window unless you complete and submit the test



# Examination Ethics



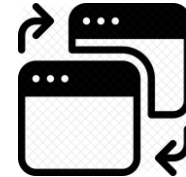
System detects "Your Face"  
Ensure You don't move out.



System detects "Multiple Faces"  
Ensure there is no Intrusion of  
any other person



System does "Video Proctoring"  
Ensure You don't Indulge into  
Cheating



System detects "Window Switches"  
Ensure all Windows, browsers,  
social media apps are closed.



System detects "Other Object like  
Mobile Phone". Ensure that you  
don't use any other Object.



System detects "Multiple Logins"  
Ensure that You login from one  
System only.



# Frequently Asked Questions and Resolutions





# Checking Windows and Browser Version

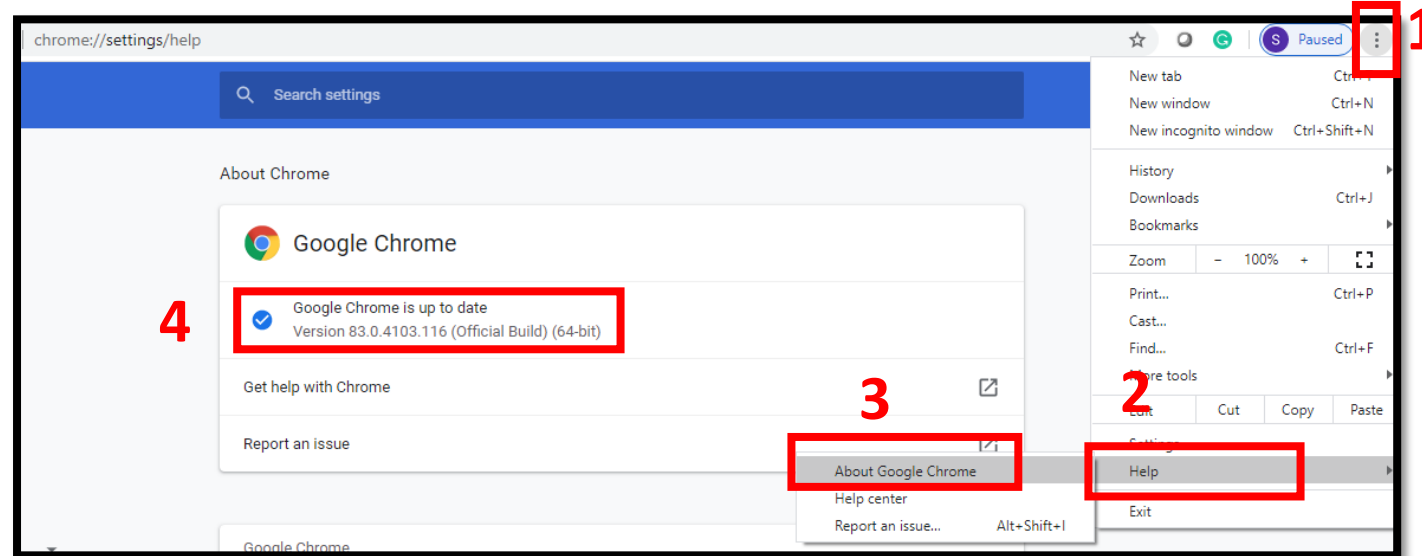


## ✓ How to check version of Windows?

- Select the Start button : Settings → System → About
- Under Window Specification, check which version of Windows your device is running

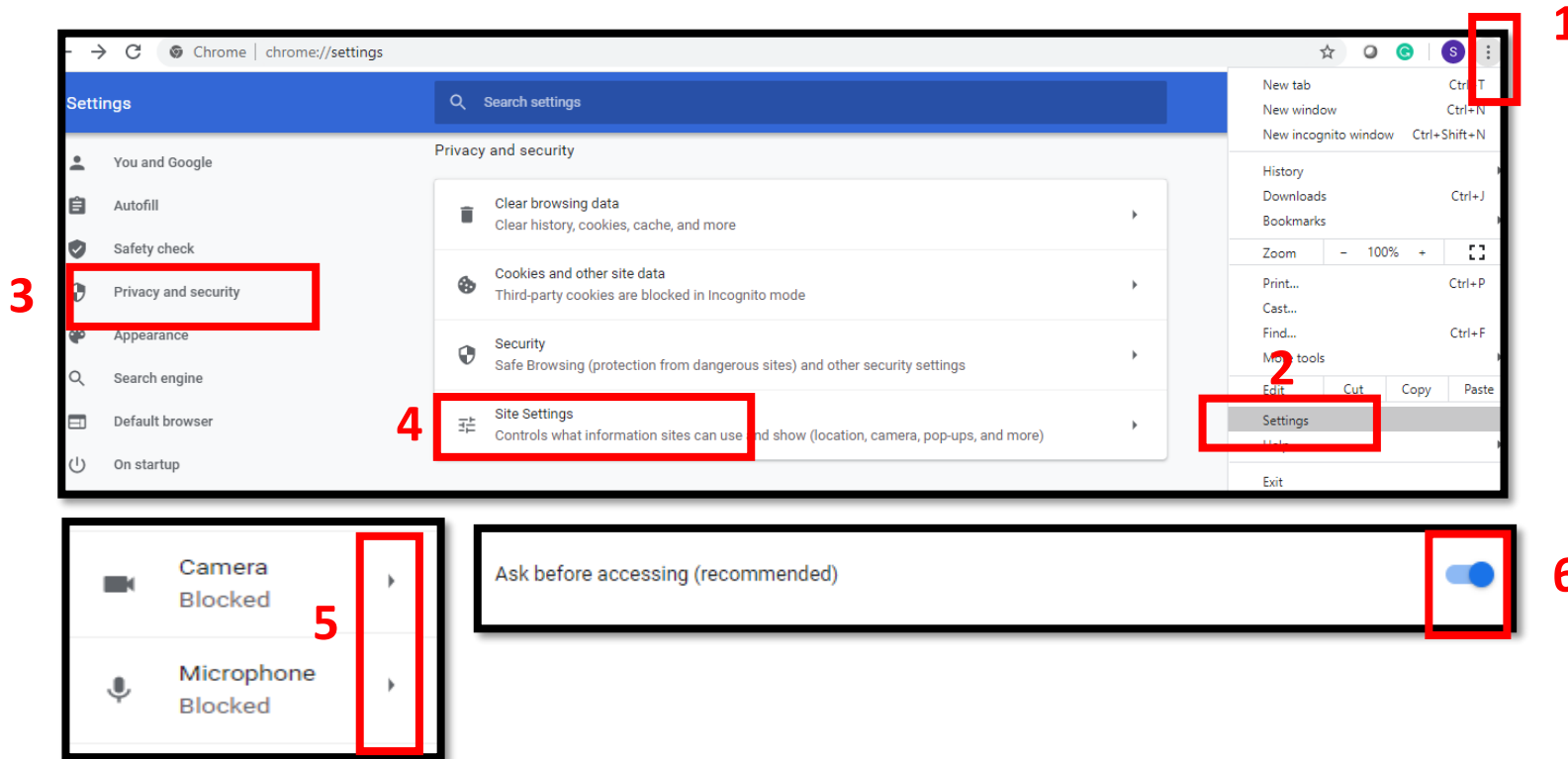
## ✓ How to check version of Browser?

- On your computer, open Chrome
- At the top right, Click More
- Click Help → About Google Chrome → Click Update
- Click Relaunch



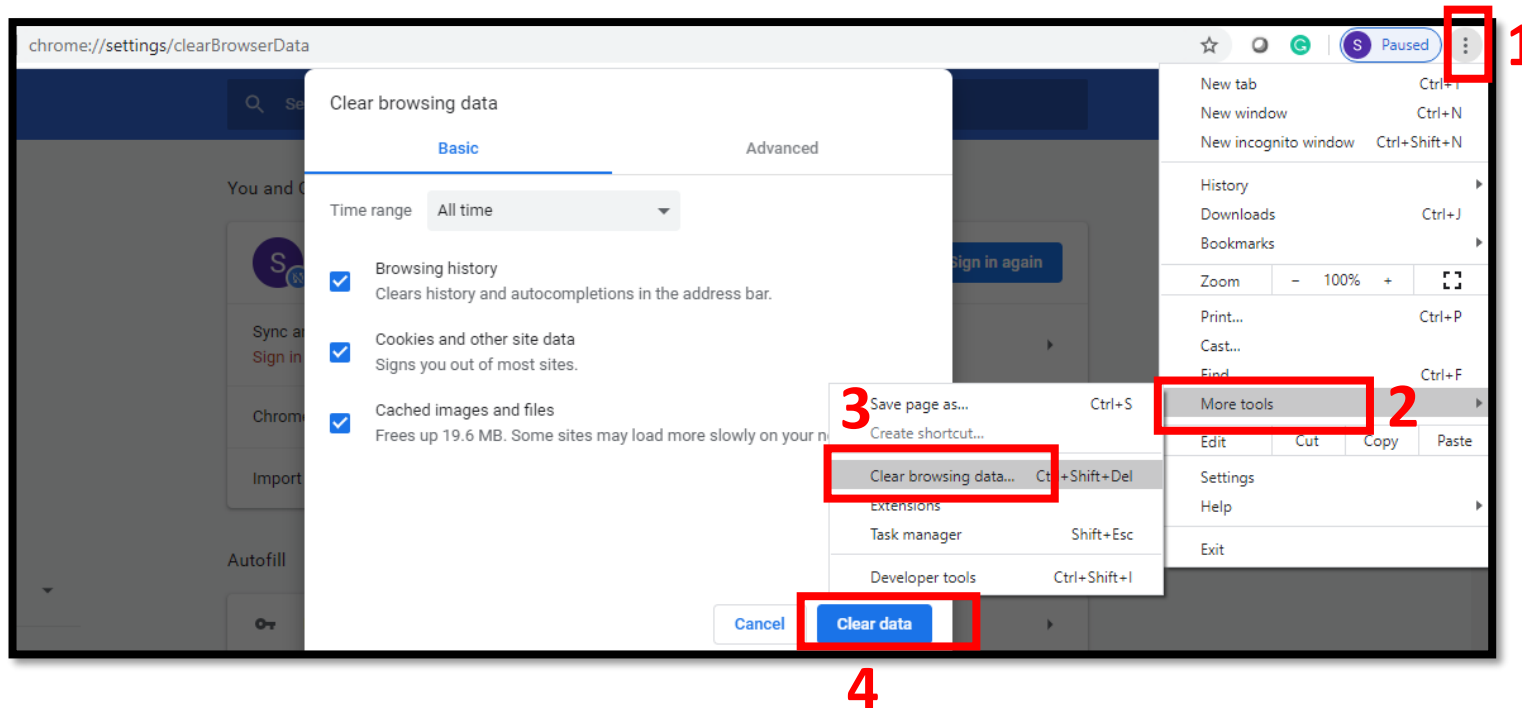
✓ **Important :** If you can't find 'Update' button, you're on the latest version

# Giving Access to Webcam and Microphone



- ✓ Open Chrome on your computer
- ✓ At the top right, Click More
- ✓ Click 'Setting' → Click 'Privacy and Security' → Click 'Site Setting'
- ✓ Allow Access to Webcam and Microphone (Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment)

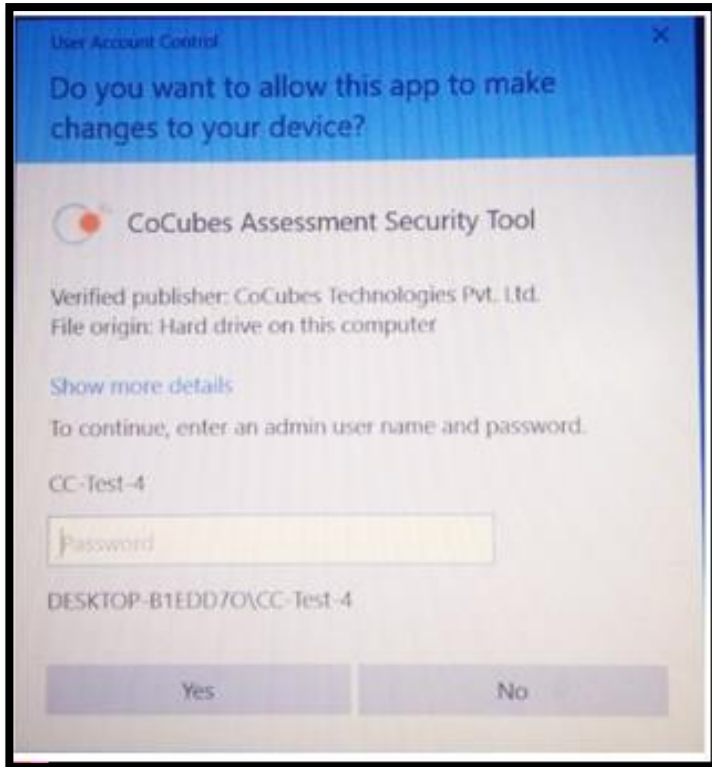
# Clearing Cache from the System



- ✓ Open Chrome on your computer
- ✓ At the top right, Click More
- ✓ Click 'More Tools' → 'Clear Browsing Data' → 'Clear Data'

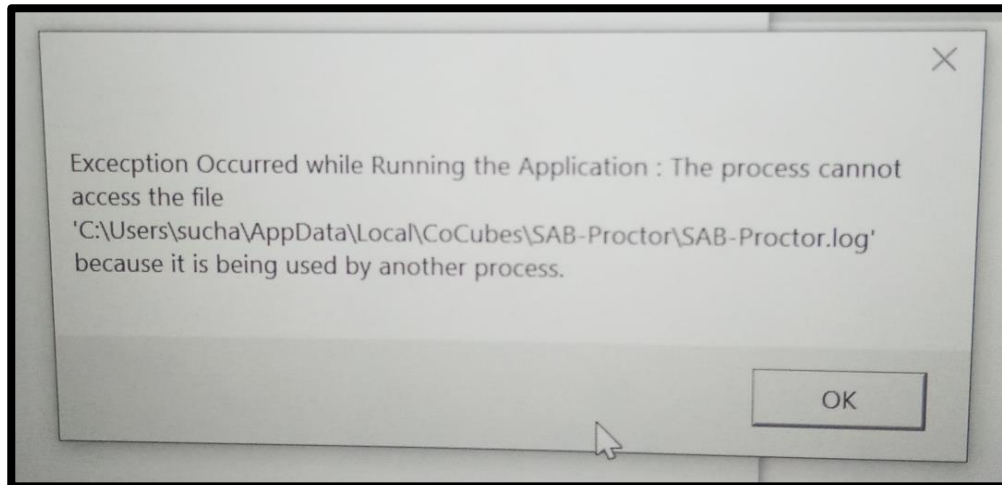
✓ **Tip : You can also press Ctrl+F5 and Ctrl+R to clear the cache**

# Possible Errors while downloading SAB Files



- ✓ *Tool file is getting deleted on download – In this case you will have to disable the anti-virus in the system and then download the file again*
- ✓ *Admin password required to execute the file – Some systems may prompt you to enter admin password, be sure that you have the password of your System*

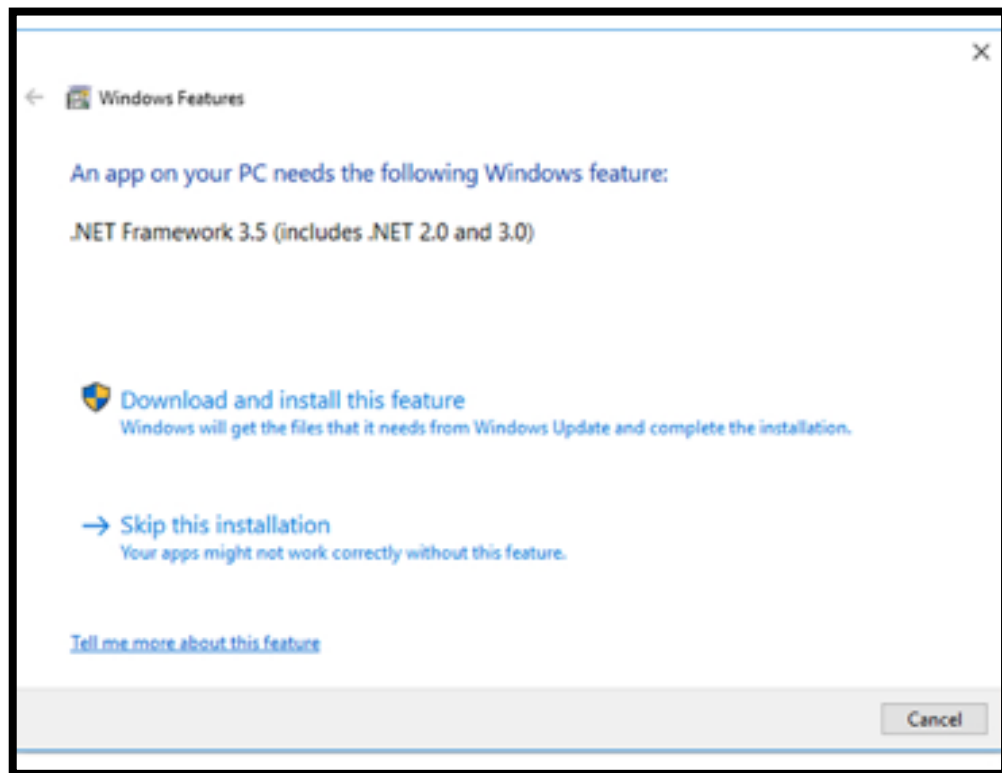
# Possible Errors while downloading SAB Files



- ✓ *In this case you will have to disable the anti-virus in the system and then download the file again*



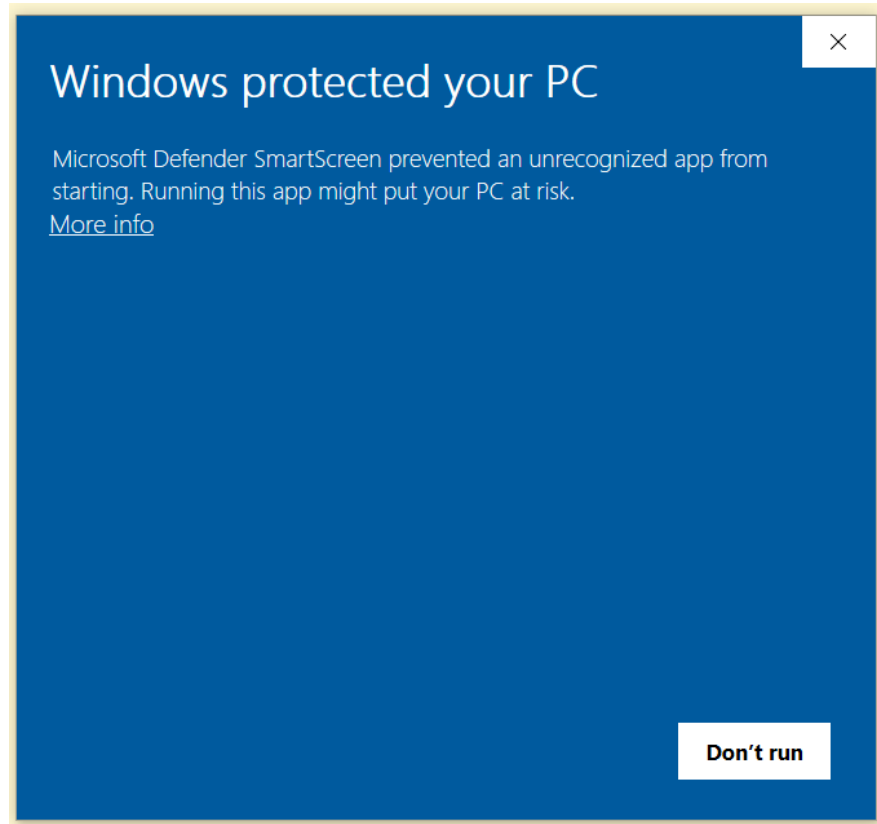
# Possible Errors while downloading Files



- ✓ *Microsoft .NET framework is not installed on the machine – In this case, below prompt will appear and you will have to choose ‘Download and install this feature’ option to download the framework. It will take around 5-10 minutes*

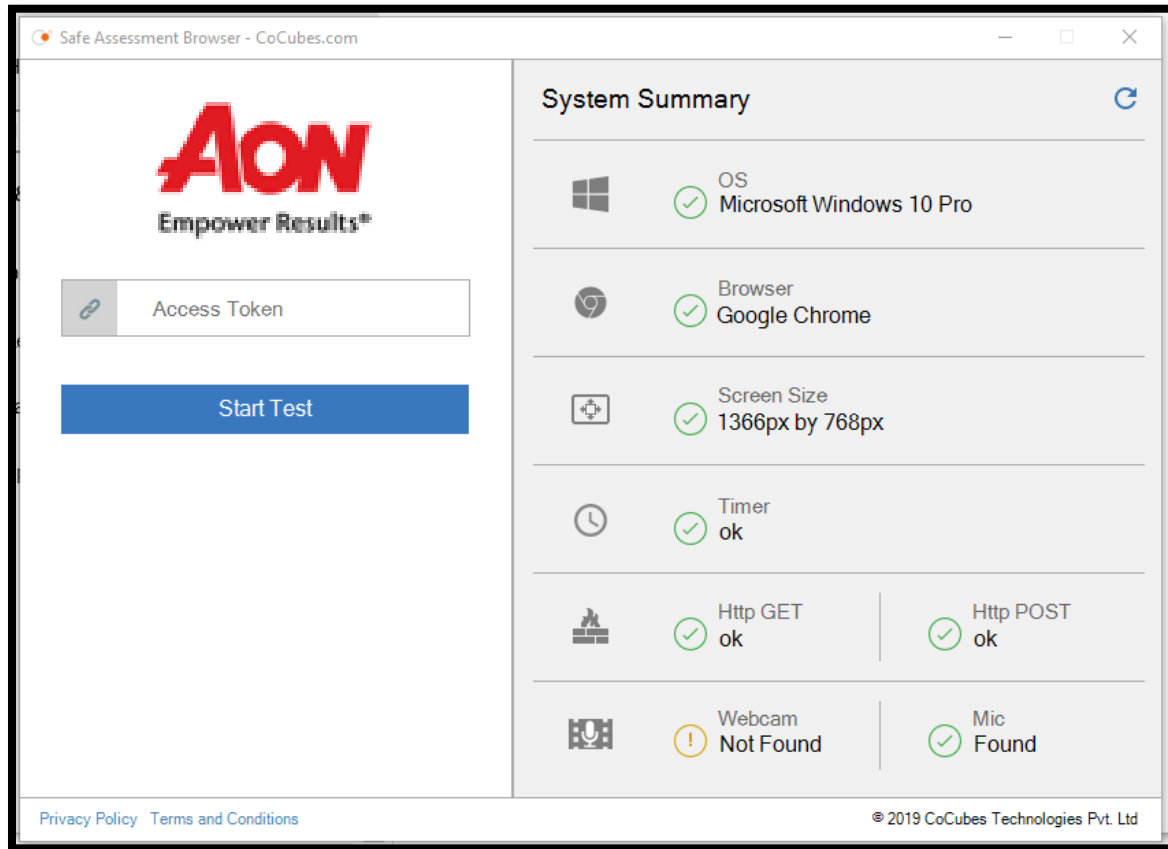


# Possible Errors while Opening SAB Tool



- ✓ *Windows protected your PC– In this case, below prompt will appear and you will have to click ‘More Info’ option and then click on ‘Run Anyway’*

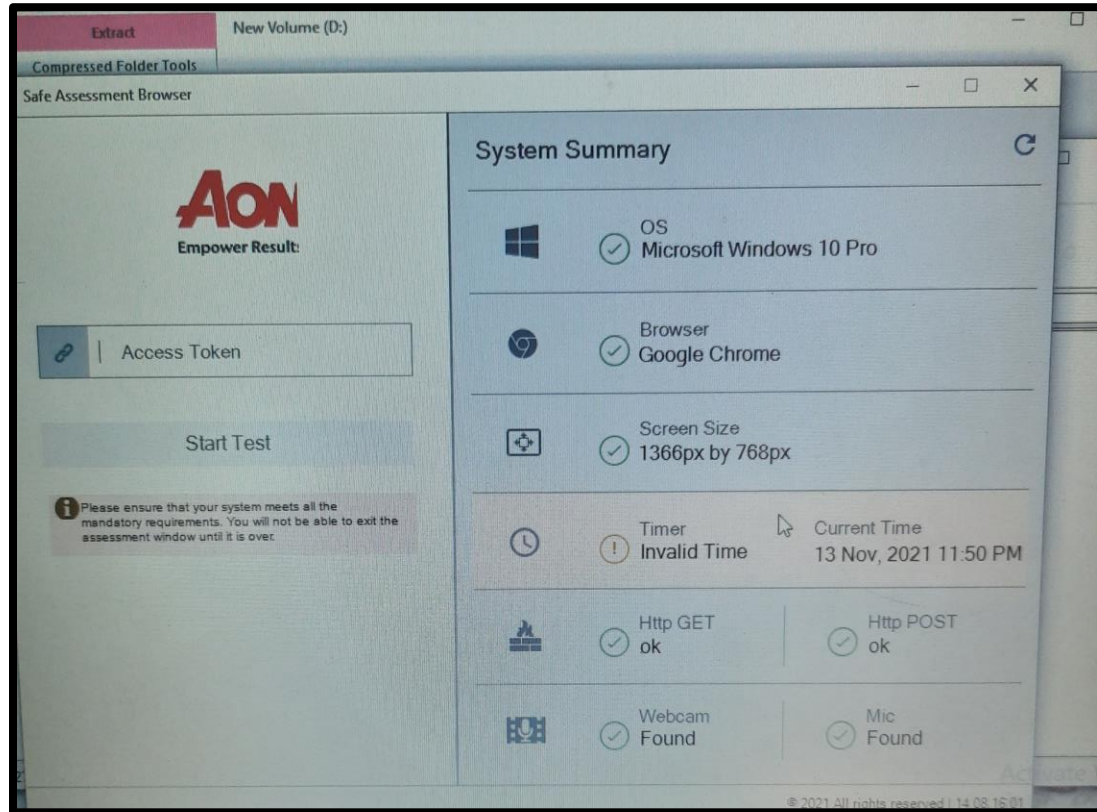
# Possible Errors while Opening SAB Tool



- ✓ After opening SAB tool, you may find the error – Webcam Not Found. If your webcam is functioning well, then please ignore this error
- ✓ You can also get error in Timer : Please sync your Date and Time Settings with the Internet to resolve the same



# Possible Errors while Opening SAB Tool

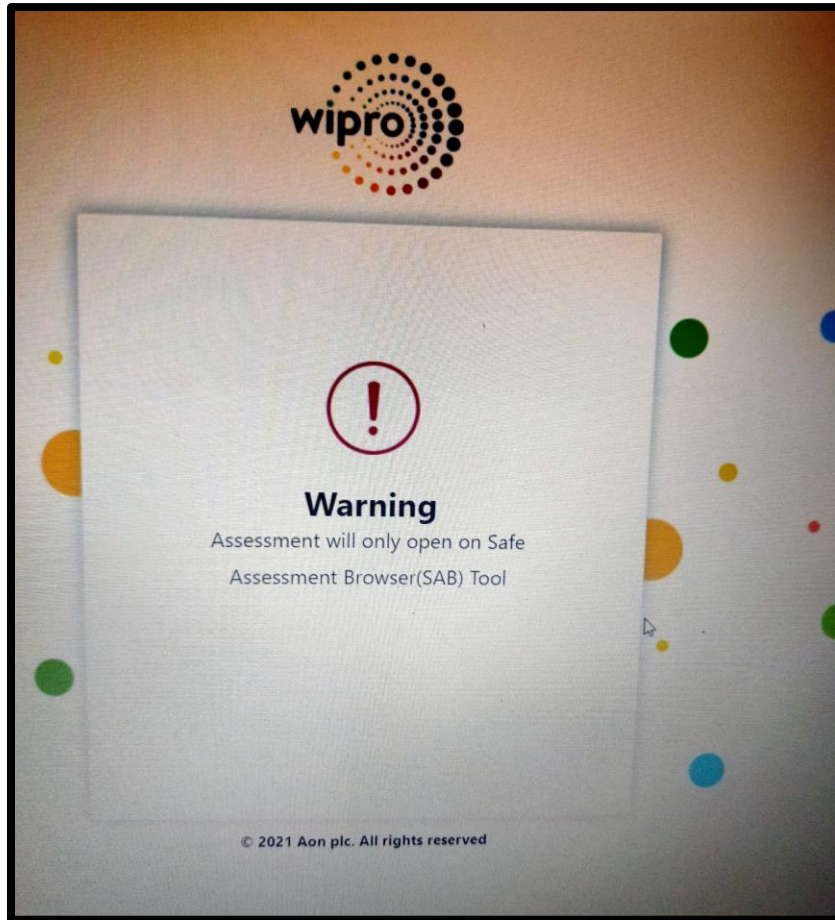


## Steps:

- ✓ From the Start menu, navigate to your Control Panel. A window with icons and text will open.
- ✓ Double-click "Clock, Language, and Region".
- ✓ Under "Date and Time" and click "Change the time zone". A window displaying a clock will appear. Below the clock, you will see the current time zone and a "Change time zone" button.
- ✓ Click on the button and select a new zone from the drop-down menu that appears. The drop-down will change to display your selection.
- ✓ Select - (UTC +5:30) Chennai, Kolkata, Mumbai, New Delhi
- ✓ Restart your system and open SAB Tool

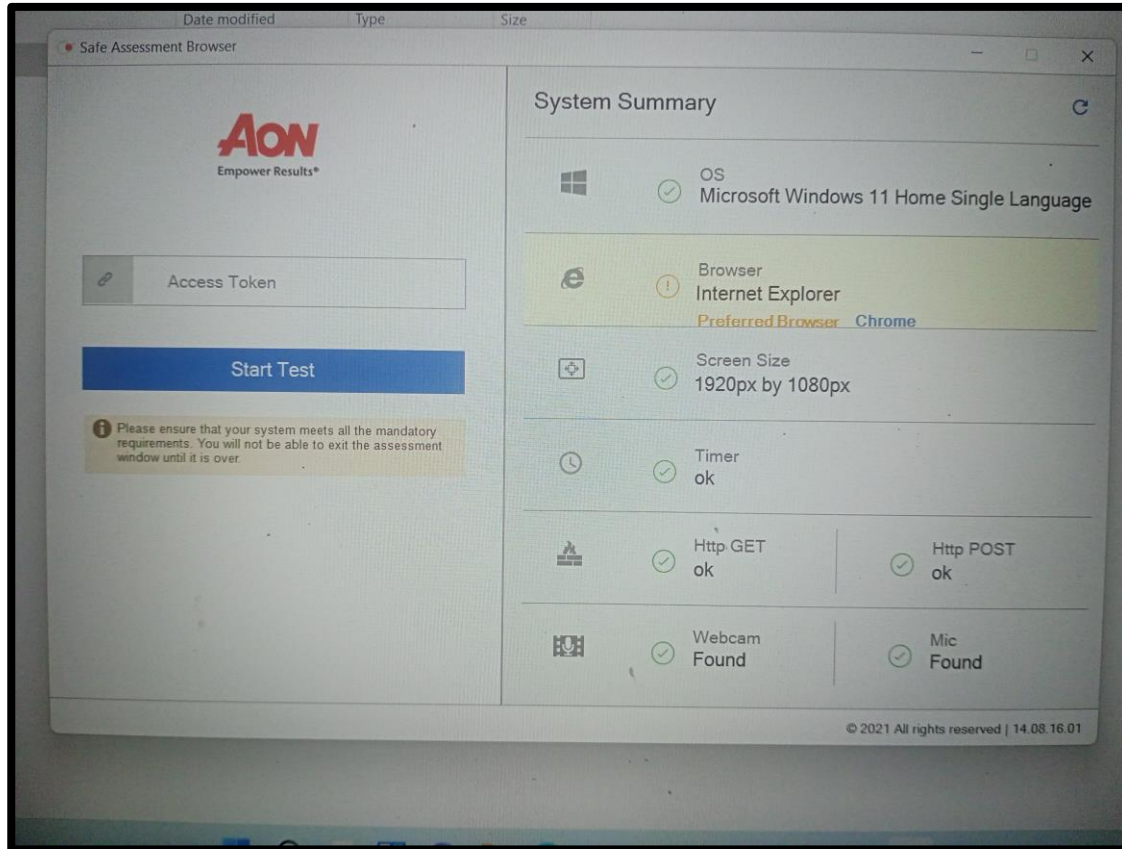


# Possible Errors while Opening SAB Tool



- ✓ *This means the wrong SAB link is being used. Please connect with your spoc to reshare correct SAB link.*

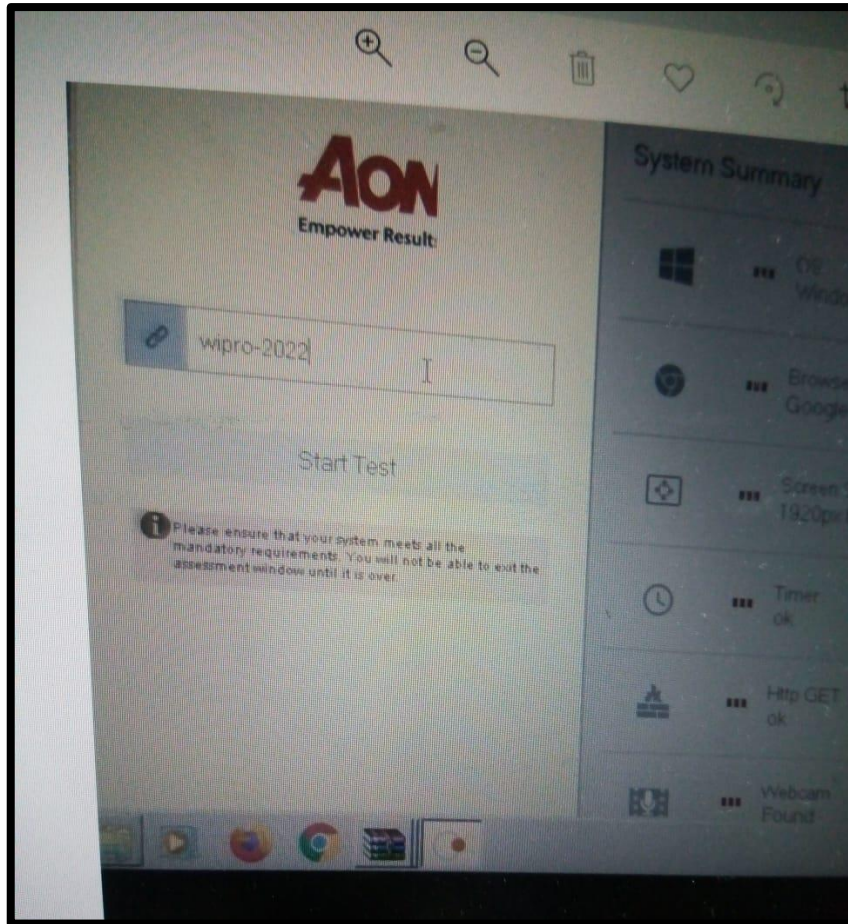
# Possible Errors while Opening SAB Tool



- ✓ On your computer, click the Start menu .
- ✓ Click Control Panel.
- ✓ Click Programs Default Programs. Set your default programs.
- ✓ On the left, select Google Chrome.
- ✓ Click Set this program as default.
- ✓ Click OK.



# Possible Errors while Opening SAB Tool



- ✓ *SAB is loading – Please restart your system and clear cache*
- ✓ *Start button is disabled – Please update chrome, clear cache and restart SAB*

# Possible Errors while Trying to Start the Exam

A screenshot of the Wipro Online Examination login page. The page has a white header with "Follow Us" and social media icons (Facebook, LinkedIn, Twitter, Instagram, YouTube). Below the header is a navigation bar with "Knowledge Hub" and "Online Examination" links, and two buttons: "Have a query?" and "Book CoCubes". The main content area has a yellow background with a hexagonal pattern. On the left, there is a partially visible text: "rate assess and hire" and "ond.". In the center, there is a white login box with the title "Login". Inside the box, there are fields for "Username" and "Password", a "Login" button, and a "Remember me" checkbox. Below the login box, there is a link for "Forgot Password?". At the bottom of the login box, it says "3,146,460 students and counting". In the bottom left corner of the page, there is a "Candidate" button.

- ✓ *If you are entering an Incorrect Access Token/Assessment URL, then you will be redirected to this page.*
- ✓ *Please enter the correct URL to start the exam*

✓ ***Tip : If your Exam window does not have Wipro Logo – it means you are on the wrong page***



# Common Errors

- ✓ *Error 1 :Seems like you typed a wrong URL or followed a bad link*
  - *This error occurs when you have entered the wrong Access token*
  - *Please restart your laptop/desktop and re-login again*
  - *Enter correct Access Token*



Seems like you typed a wrong url or followed a bad link  
redirecting you to [CoCubes.com](https://CoCubes.com) . . .



# Common Errors

## ✓ *Error 2.1 : Connecting with Server*

- *This error occurs when there is no internet connectivity during the test submission*
- *Do not refresh or close the browser - System is trying to connect with internet*
- *Answers will get automatically submitted as soon as internet restore*

■ Connecting with server (trial 5). . .

Looks like there is an issue with your Internet connectivity . . .

Don't Panic, we are trying to submit your answers, meanwhile do the following:

1. Check your network connection to ensure its working
2. Note down your **CoCubes Id and Answers** shown below on a piece of paper.
3. Submit it to the invigilator
4. If this is a take from home test, please mail them to [support@cocubes.com](mailto:support@cocubes.com) including **your name, CoCubes Id, Test Name and Company Name** for whom you are giving the test

Thank you

*Team CoCubes.com*



# Common Errors

## ✓ *Error 2.2 : Unable to upload paper..*

- *This error occurs when there is no internet connection at the start of the test*
- *Do not panic. The test timer will start only when the paper will get load*
- *Try to restart your router/hot-spot to establish the internet connection*
- *If the issue persists, shut down your System and start again. Ensure that you are using the same System for the test.*

Unable to load paper, check Internet connection and login again . . .

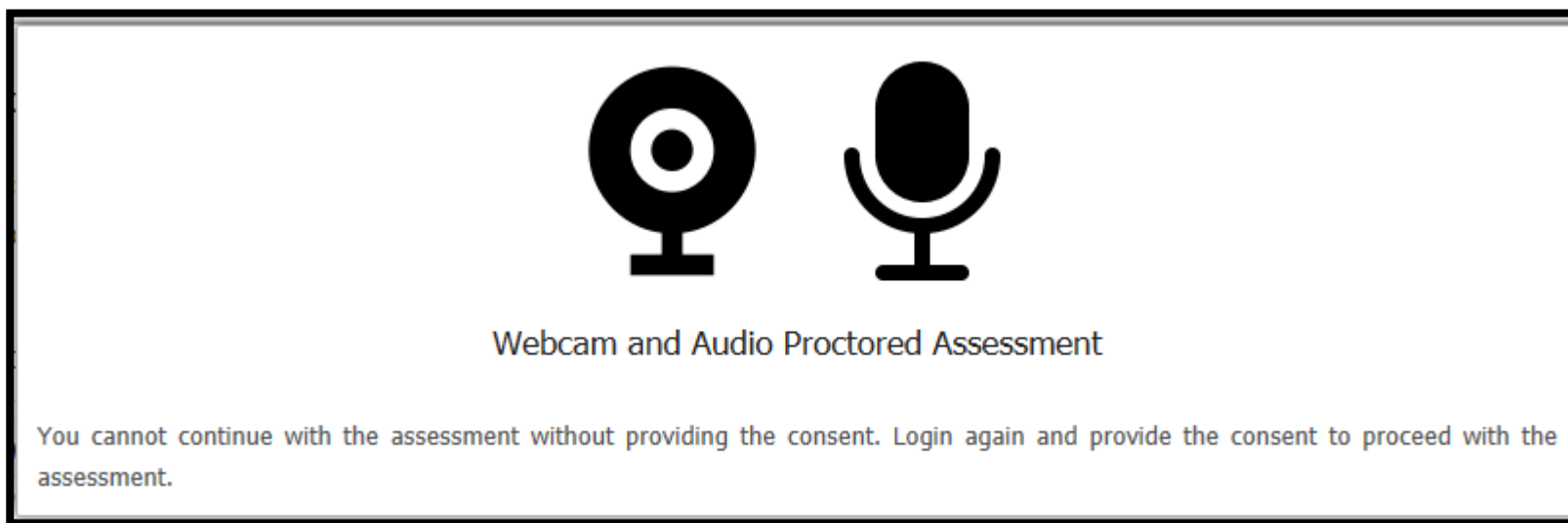
We tried but couldn't load your paper, you should check your network and login again . . .



# Common Errors

## ✓ Error 3.1 : Webcam and Audio Proctored Examination

- This error occurs when you click on 'Do not Accept' on GDPR Guidelines that appear as soon you login into the test
- It is a Webcam and Audio Proctored test which means images and sound will capture as part of the examination process. **Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment**
- To continue the test, please shutdown and restart your system again.
- Login into the test and click 'Agree' to give your consent

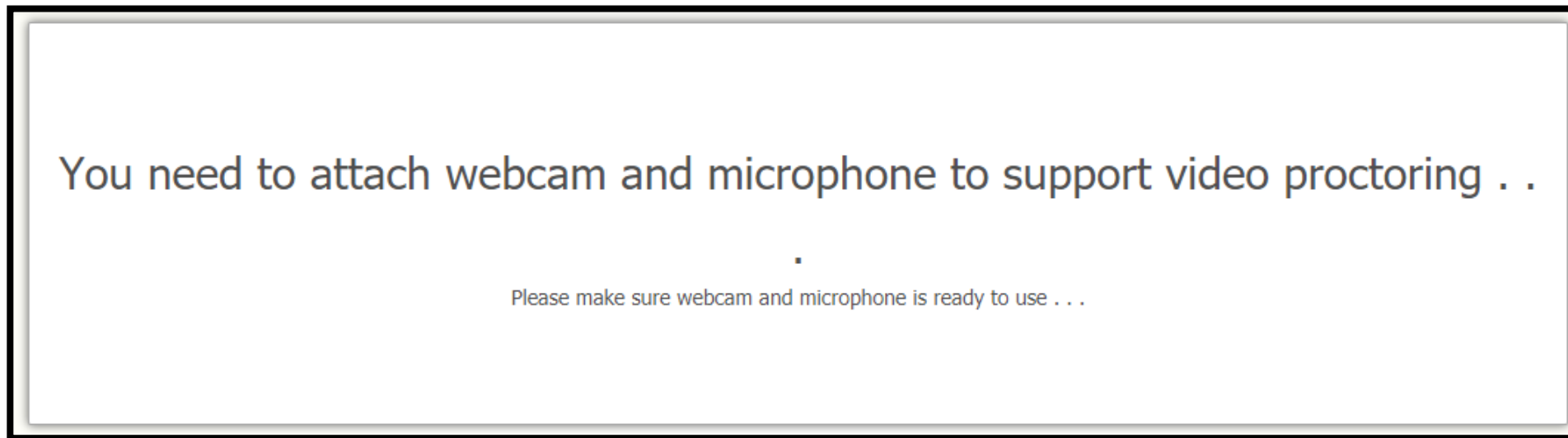


# Common Errors



## ✓ Error 3.2 : You need to attach webcam and microphone to support video proctoring

- This error occurs when the System is unable to detect Audio and Webcam device. Please check below details -
- Please ensure the device that you are using is enabled with a Webcam and Microphone. It is a mandatory requirement to start the examination. **Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment**
- Please ensure to give Access of the same when system prompt for permission
- If not resolved, please clear Cache. Refer General Instructions



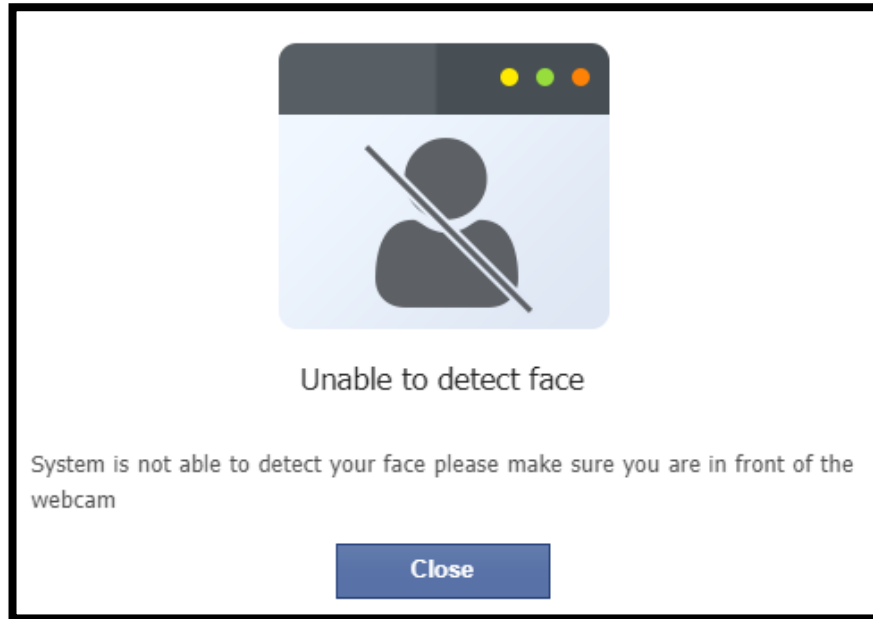
# Common Errors



- ✓ *Error 3.3 : Unable to setup audio proctoring (Audio is on mute)*
  - *This error occurs when System is unable to detect Audio device. Please check below details*
    - *Your microphone should not be on Mute.*
    - *If Speaker icon on the taskbar should be-🔊 , then click on it to unmute. (Should be checked before you start SAB tool)*
    - *Provide access to Camera and Microphone when asked for permission. **Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment***
    - *If the issue persists, shut down your System and start again. Ensure that you are using the same System for the test*
    - *Clear Cache. Refer to the General Instructions to check the setting before login into the test*

Unable to setup audio proctoring . . .  
Seems like you are muted, please check your system sound settings

# Common Errors




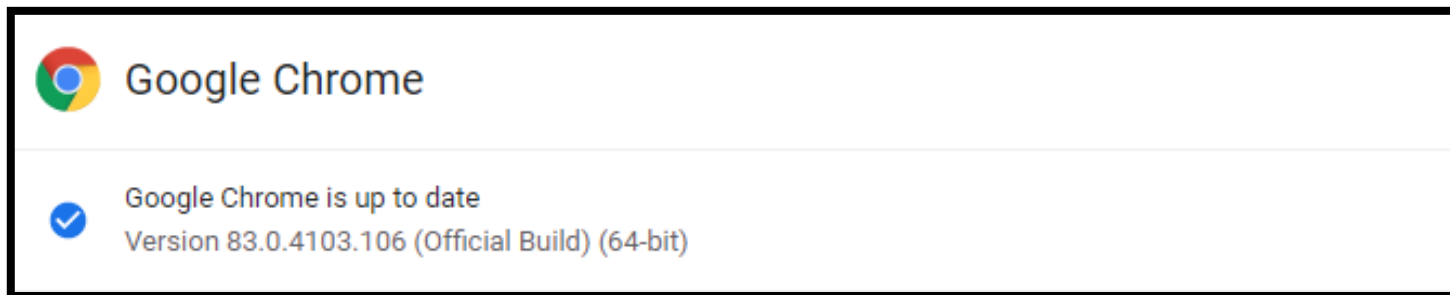
## ✓ Error 3.4 : Unable to detect face

- *This error occurs when your face is not visible on the Webcam. Do not hide your face or move away from the camera at any point of time during the examination*
- *Any such activity will lead to disqualification*


# General Instructions (Laptop/Desktop)



- ✓ *Use only Google Chrome (latest version) and Clear Cache and Browsing History before downloading SAB tool*
- ✓ *Ensure that Camera and Microphone is not blocked - Refer below steps to check/unblock the same:*
  1. *Open Google Chrome*
  2. *Click on the icon (  ). on extreme right side of the address bar. Select Setting.*
  3. *Select 'Privacy and Security' and click on 'Site Settings'*
  4. *Under Permissions, Unblock both Camera and Microphone (in case it is showing unblock)*
  5. *Please refer 'How to Clear Cache' for step by step process*



*To check if Google Chrome version*

1. *Open Google Chrome*
2. *On extreme right side of Address bar, Click on icon *
3. *Click on 'Help' and then 'About Google Chrome'*

# Guidelines – Before the Examination



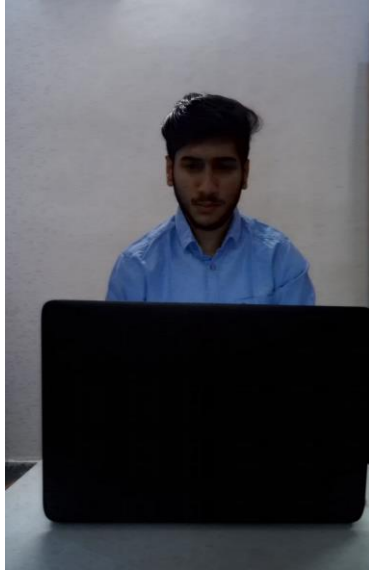
- ✓ Students can write their examinations by using their Laptop / Desktop at a specified time. Webcam connectivity is a must during the examination.
- ✓ Check 'System Specification' document
- ✓ Students are required to ensure that both Webcam and Microphone are working properly. **Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment**
- ✓ If you have a laptop but suspect that uninterrupted internet connectivity is questionable in your area, it is recommended that you use your phone's hotspot to provide either a primary or a backup connection to your laptop.
- ✓ Google Chrome browser (latest version) must be installed on Laptop/Desktop.
- ✓ Students are advised to use only windows 8 and above

# Guidelines – On the day of Examination

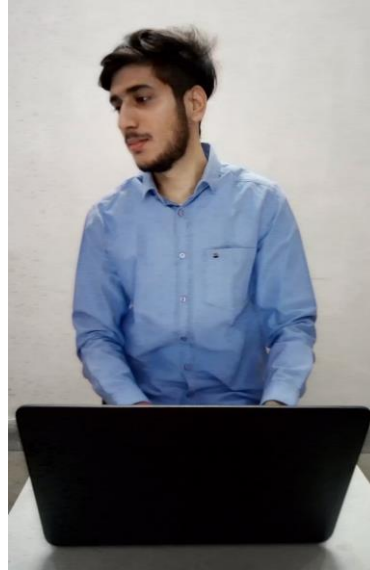


- ✓ Please sit in a quiet room with no background noise or people around.
- ✓ Please ensure a good internet connection during the exam
- ✓ Ensure proper lighting in the room – Source of light must not be behind you.
- ✓ Please ensure the wall behind you has a plain background with no objects hanging on it.
- ✓ Plan to start your system on the test day 15 minutes before the scheduled time.
- ✓ For the entire duration of the examination, please remain seated in front of your webcam
- ✓ If you face any **technical issues** during the examination, please refer to the FAQ Document. If not resolved, then contact the tech support team.
- ✓ You should not indulge in any malpractice while writing the exam. Any misconduct observed will be recorded and filed against you

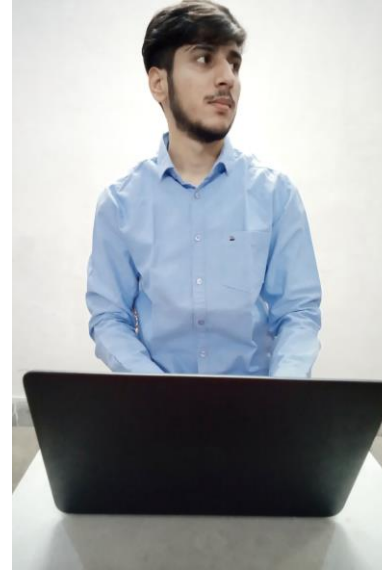
# Guidelines – On the day of Examination



Do not sit in poor lighting



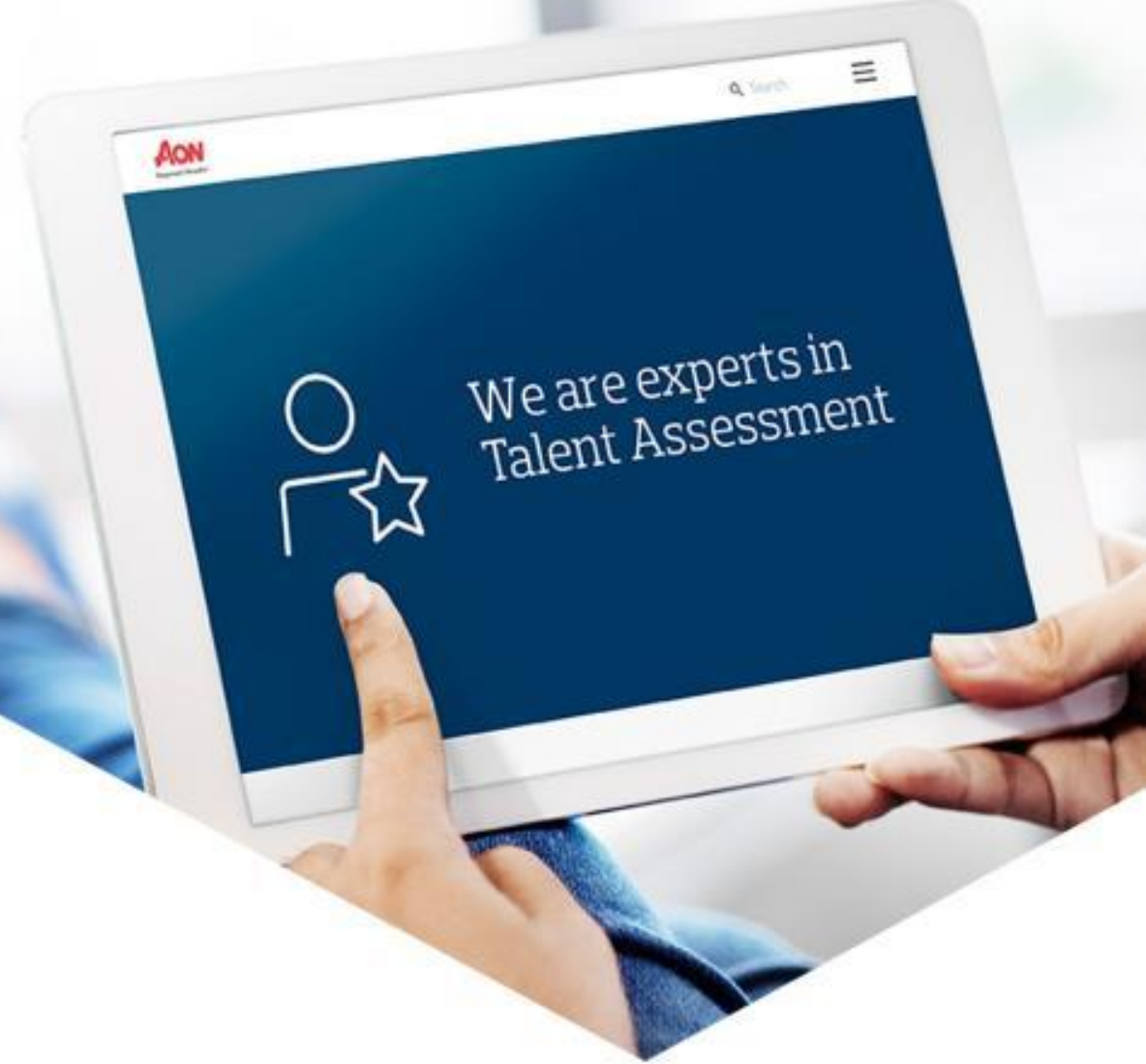
Do not look sideways during the examination



Do not leave your seat during the examination

- ✓ Start the assessment on the slot assigned.
- ✓ Do not mute your audio or do not cover or unplug your camera during the examination. **Usage of earphones/ headphones/ earbuds/ Bluetooth or any other such device is prohibited during the assessment**
- ✓ Do not press Backspace or Refresh button during the examination





# All the Best !

- In case of any additional queries **during** the exam, please reach out to us on – [aasindiawiprocampus-techsupport@aon.com](mailto:aasindiawiprocampus-techsupport@aon.com) **(within the test window)**