



ONLINE MCQ UNIVERSITY EXAMAMINATIONS

IMPORTANT

1. The management, faculty and the examination department of JAIN(Deemed-to-be University) places utmost trust on its students during the tough times of COVID-19 with a legitimate expectation that students shall attempt the MCQ exams with utmost sincerity. You are expected to take the examinations without compromising on your honesty and integrity.
2. Under no circumstances you are allowed to break any of the Government's rules/guidelines on lockdown, on the pretext of the MCQ Exam and you can take the exam at your place of stay only. Parents and Guardians are also requested to ensure 100% compliance with lockdown guidelines.
3. The Online MCQ examination is user friendly and can be completed with a basic internet connection and does not require any high speed connectivity.
4. In the event of any break in connectivity, students can reconnect within 10 minutes and resume the MCQ test from the last attempted question.

ADDITIONAL INSTRUCTIONS

Before beginning the Exam

1. Make sure you have internet connection.
2. Shutdown all instant messaging tools (Skype, MSN messenger, etc.,).
3. Maximize the browser window before starting the test.
4. The password to be entered is the "date of birth" provided by you in the application form during admission.

During the Exam

1. Do not resize the browser during the test.
2. Never click "Back" button on the browser. This will take you out of the test.
3. Click the "**SUBMIT**" button to submit your exam. Do not press the "Enter" key on the keyboard.



NOTE: If you encounter any problems accessing or submitting your exams, contact **Center Help Desk** or the **Class Coordinator** by phone immediately.

ONLINE MCQ UNIVERSITY EXAM PROCEDURE FOR MBA STUDENTS

MCQ Online Exam module is a form of assessment in which students are asked to choose one out of four options.

The MCQ Online Exam will help the Student to take up the University Exam online.

1. The following check needs to be ensured in the settings before you start the process.



Note: Before you login, ensure that pop-ups are **ALLOWED** in your settings.

2. Login using the following URL

<http://mba.jainuniversity.ac.in>

You will see a screen similar to the one below:

JGI JAIN

JGI
LOGIN

Enter Username

Enter Password

Login

Student USN Number

Enter valid Date of Birth (ddmmyyyy) which was mentioned in the University Document.

Use the login credentials,

- User Name (USN number) and
- Password (Date of Birth: "**ddmmyyyy**")

3. Once the Login credentials are entered, Click on the “**Login**” button to enter the Examination module.

You will see a screen similar to the one below.



Note: Please read the instructions carefully before you Click on “**Start Your Exam Here**” button.

Online Exam Instructions

Steps For Accessing Your Exam Online:

- Enable Pop-ups's in your browser
- Make Sure you have internet connection
- Close all programs, including email
- Make Sure you have closed all instant messaging App's.
- Click "Start Your Exam Here" at the bottom of the screen by Accepting Terms and Conditions.
- When you begin or end the exam click the button only once.

Before starting the exam:
Please verify your USN & Name appears correctly within the User ID box.

During the exam:

- Answer all questions in exam.
- Students must not stop the session and then return to it. This is especially important in the online environment where the system will "time-out" and not allow the student or you to reenter the exam site.

What to do if your online exam is interrupted

- If your online exam is interrupted, click the "Back" button on your web browser to see if you can return to the exam. If not, follow the instructions below to resume taking the exam.
Note: Answers are saved by the system in 10-minute intervals. If you have to log back in to complete your exam, your prior answers will be remain from the last system-save.
- Reconnect to the Internet and log back.
- Follow your original instructions to access the exam login page.

Minimum Browser Requirements

Internet Explorer 9, Firefox, or Google Chrome are required to log into the exam

Accept Terms and Conditions

[Start Your Exam Here](#)

Enable the Terms and Conditions

Enable “ **Accept Terms and Conditions**”

Click on “**Start Your Exam Here**” button for moving to the Online **MCQ Exam Page**.

4. MCQ Exam Page

Your Online MCQ Screen will be displayed as in the image below:

The screenshot shows the MCQ Exam Page interface. At the top, there is a header with the JGi JAIN logo and the text 'SCHOOL OF COMMERCE AND MANAGEMENT STUDIES'. On the right side of the header, there is a box labeled 'Student Photo with Name'. Below the header, there is an information panel (1) containing student details: STUDENT NAME: AJAYKUMAR, STUDENT USN: 19BSR17021, DEGREE: RPCS, ACADEMIC YEAR: 2019, SEMESTER: 2, SEMESTER TYPE: EVEN. To the left of the information panel, there is a 'CURRENT SUBJECT' dashboard (3) showing 'MCQ Exam 1 - 16CS2C05 - COMPUTER SCIENCE II DATA STRUCTURES'. To the right of the information panel, there is an 'Exam TimeTable / Notice' dashboard (2) with a 'History' link. The dashboard lists several exams with their dates and times: COMPUTER SCIENCE II DATA STRUCTURES - 16CS2C05 (21-05-2020 00:00:00, 3:00 PM - 5:00 PM; 22-05-2020 00:00:00, 3:00 PM - 5:00 PM), PHYSICS II THERMAL PHYSICS, STATISTICAL MECHANICS AND ACOUSTICS - 16PHY2C03 (28-05-2020 00:00:00, 3:00 PM - 5:00 PM; 04-06-2020 00:00:00, 3:00 PM - 5:00 PM), and RENEWABLE ENERGY-II BASIC ELECTRONICS OF ENERGY STUDIES - 18REN2C01.

The “**MCQ Exam Page**” has 1 Information Panel and 2 Dash Boards.

- 1 **Exam Information Panel** : This panel has Student’s **NAME, USN, DEGREE, ACADEMIC YEAR, SEMESTER** and **SEMESTER TYPE**.
- 2 **Exam Time Table / Notice Dash Board**: This dash board gives you the status of all the examinations.
- 3 **CURRENT SUBJECT Dash Board**: This dash board gives you the MCQ examination number as well as the title of the current examination with Subject Code.

Click on “**MCQ Exam 1- 16CS2C05 : COMPUTER SCIENCE II DATA STRUCTURES**” to move to the **EXAM PAGE**.

The moment the student enters into the **EXAM PAGE**, the examination **Timer** will start running.

5. EXAM PAGE

The screenshot displays the JAIN exam interface. At the top left, the JAIN logo and 'SCHOOL OF COMMERCE AND MANAGEMENT STUDIES' are visible. The user's profile 'BARATH P' is shown at the top right. The main content area is divided into three numbered sections: 1. Information Panel (top), 2. Question and answer Selection Dash Board (middle), and 3. Question Palette Dash Board (right). The Information Panel shows user details (USN: 18BSRDF024, Name: BARATH P, Subject Code: 19NMMH0VE6) and Exam Start Time (21-05-2020 12:39 PM). The Question and answer Selection Dash Board shows a question: '1. Which level of goals addresses 'Having goods and possessions'?' with four radio button options: A. Success, B. Sensitivity, C. Significance (selected), and D. Specific. The Question Palette Dash Board shows a grid of 35 question numbers (1-35) and a 'Time Left: 59:41' timer. A 'COMPLETE' button is visible at the bottom right of the Question Palette.

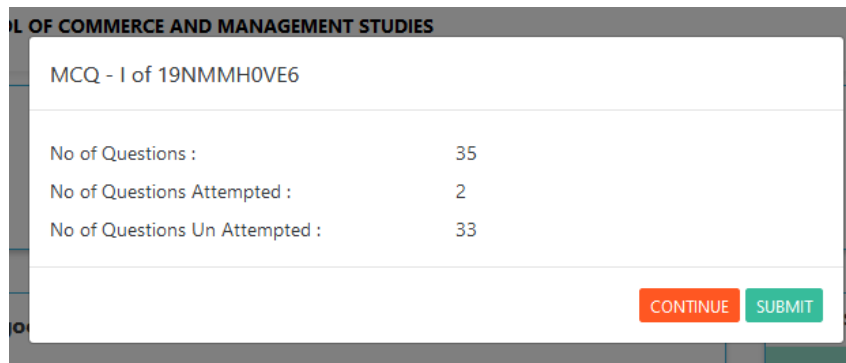
The “**EXAM PAGE**” has 1 Panel and 2 Dash Boards.

1. **Information Panel** : This panel has **USN/NAME, Exam Date & Start Time** and **Subject Code/ Description**.
2. **Question and answer Selection Dash Board**: In this dash board, student has to choose the answer by clicking on the proper Radio Button. Immediately the next question in the sequence will be displayed.
3. **Question Palette Dash Board**: In this dash board you will see the Questions panel which shows the question numbers and status for each question.

If you wish to go forward or backward to other questions, you can click on the question number in the **Question Palette**.

6. After all the questions are completed, the student needs to click on the “**COMPLETE**” button.

Once the “**COMPLETE**” button is pressed the following pop-up menu will be displayed.



From the above menu, the student will come to know how many questions they have answered and how many are unanswered.

If the student chooses to press "**CONTINUE**" he/she will be redirected to the **Question Palette** for answering the remaining questions.

Once the student completes the Online MCQ Exam they need to click on the "**SUBMIT**" button to submit the Online MCQ Exam. Once this is done, a "**EXAM SUBMITTED SUCCESSFULLY**" message will appear on the screen.



Note: Once you confirm the "**SUBMIT**" button, you can't go back and change the answers or review the answered Questions.