

**VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE,
MATUNGA MUMBAI 400019**

No/VJTI/Exam Section/ESE Nov 21/3508

Date: 17-11-2021

**Guidelines to Students Regarding End Semester
Examination- Nov 2021**

1. Proctored online End Sem Exam (ESE) of odd Semesters for academic year 21-22 for TY B Tech, Final B Tech and TY MCA scheduled from 22nd Nov 21 will be conducted through a software system. If students found using unfair means during the exams, they will be liable for the punishment as per institute norms.

2. ESE shall be subjective type, conducted for 60 marks and for two hours duration.

Students shall follow following steps for appearing the exam:

- Login to the system 30 minutes before exam start time on the exam day using login details received in message box of your mobile number. (Students will receive exam system link, username and password through mobile number. Please keep these details confidential.)
- Verify course and personal details in your login.
- Students has to click on start exam tab at the exam start time to receive question paper through their login to the system.
- Students must write the answers to the questions in their own handwriting on A4 size pages and create pdf of the answer sheet at the end of exam.
- Click on End Exam tab in the system and upload pdf copy of the answer sheet in system, as well as on Google classroom shared by the respective course instructor within 15 minutes. (The tab for uploading the pdf will get enabled after student clicks on End Exam tab. The uploading tab will be available only for 15 minutes from exam end time.)

3. The student can keep Google class open for doubt solving and getting instructions from the faculty.

4. In case of any difficulty regarding logging in to the system for exam or question paper doubts students can communicate with the faculty through google classroom or through mobile.

Instructions/Guidelines about pre-examination preparation:

1. Availability of access to power supply (Minimum 2Hr Battery Backup) and Internet (Minimum 1 Mbps). In case power supply and Internet are not accessible, the student has to choose a location where both are accessible.

2. A student can appear for the exam on any device like:

- a. Camera enabled desktop Personal Computer with Windows 7 or higher operating system and Google chrome internet browser.
- b. Camera enabled laptop computer with Windows 7 or higher operating system and Google chrome internet browser.
- c. Camera enabled Android Smart Mobile Phone / Tablet.

Note: When the student login on a web browser for the online examination for the first time, the access to the camera is sought by the browser. The student shall give access to the camera to enable the browser to permit the student to start mock or online examination as the case may be. In case the student denies the access to the camera, the browser

does not permit the student to start the examination. In such cases, the student can Logout of the browser and clear the browsing history and again login on the browser and give access to the camera without fail.

Mock Test:

Mock test for all the students of above classes is scheduled on 18th Nov 21 from 3 pm – 3.15 pm. Student shall login to system, view question paper in the login, write the answers on A4 size page, and upload the answers sheet in the system by following above instructions.

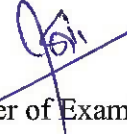
Emergency Contact:

In case of problems for logging in to the system, or have not received SMS of details, please contact following Exam staff.

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| 1. Ravi Kudalkar – examassistant1@vjti.ac.in | 9920902210 |
| 2. Yashawant Kudalkar – examassistant3@vjti.ac.in | 9082671851 |
| 3. Sayali Patankar – examassistant4@vjti.ac.in | 8104049835 |

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