

Guidelines to Online Test for Students from Mastersoft-ERP

Checklist/Requirements

- Must have an active, stable and high speed internet connectivity.
- Make sure mobile/laptop is fully charged. Power bank for mobile or UPS/Inverter for laptop/desktop should be available for uninterrupted power supply.
- Students should have sufficient data in FUP plan of service provider.
- If using mobile phone, it should be in minimum 3G coverage with at least 500 MB balance data.
- Close all browsers/tabs before starting the Online Test.
- Once the test starts, do not switch to any other window. On doing so, your attempt may be considered as malpractice and your test may get terminated.
- To avoid unwanted pop-ups, use of Ad Blocker is recommended.
- Clear browser cache memory on mobile and laptops. Clear browsing history and also delete temp files.

Notes:

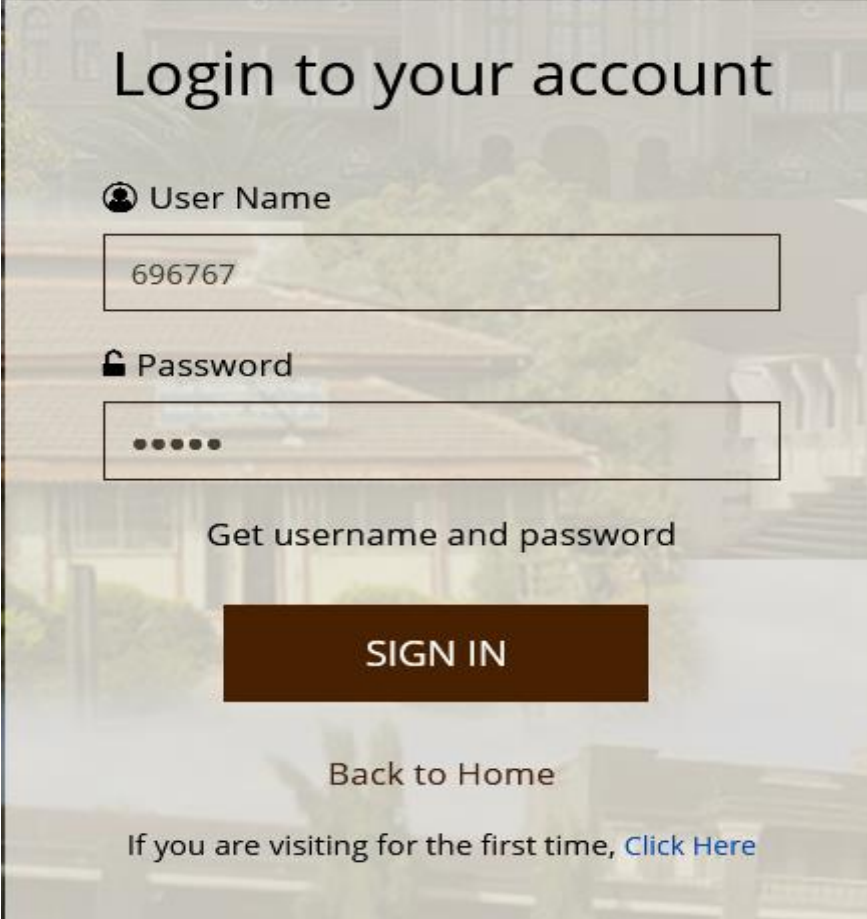
- Students are recommended to use web browser such as Mozilla and Chrome browsers etc. on a desktop/laptop/tab/smart phone.
- Students are allowed to Pop-up Windows from Deccan Society.
- Do not use the back button or close button/icon to go back to previous page or to close the screen.
- To login into Online Test portal, you will be provided with Login and password.
- It is advised to login 10 minutes prior to test start time.
- Disable DND for receiving the test OTP on your registered mobile no.(Ignore this step).
- Students must note that there is **NO NEGATIVE MARKING** for the online ESE Examination.
- Students would not require OTP to join and appear for the test.
- Students can submit the test before timer expires. If timer expires, test will be submitted automatically.
- For any technical queries/difficulties, immediately mail with proper screen shot and student's details on Email ID finalyearexamination2020@fergusson.edu
- **DO's & Don't**
- No breaks allowed during test. Session may get terminated on grounds of idle time.
- No one other than student should be present.
- Students have to agree for recording the test session for monitoring purpose.
- Students have to agree to the Candidate Rules which appearing at the start of the test.
- Not agreeing to the aforementioned Candidate Rules Agreement, may result in cancellation of test till further investigation.

To Start The Test:

- Type the specified URL in address bar as follows:

<https://livestudent.deccansociety.org/>

- Press Enter, following screen is displayed.



Login to your account

User Name
696767

Password
.....

Get username and password

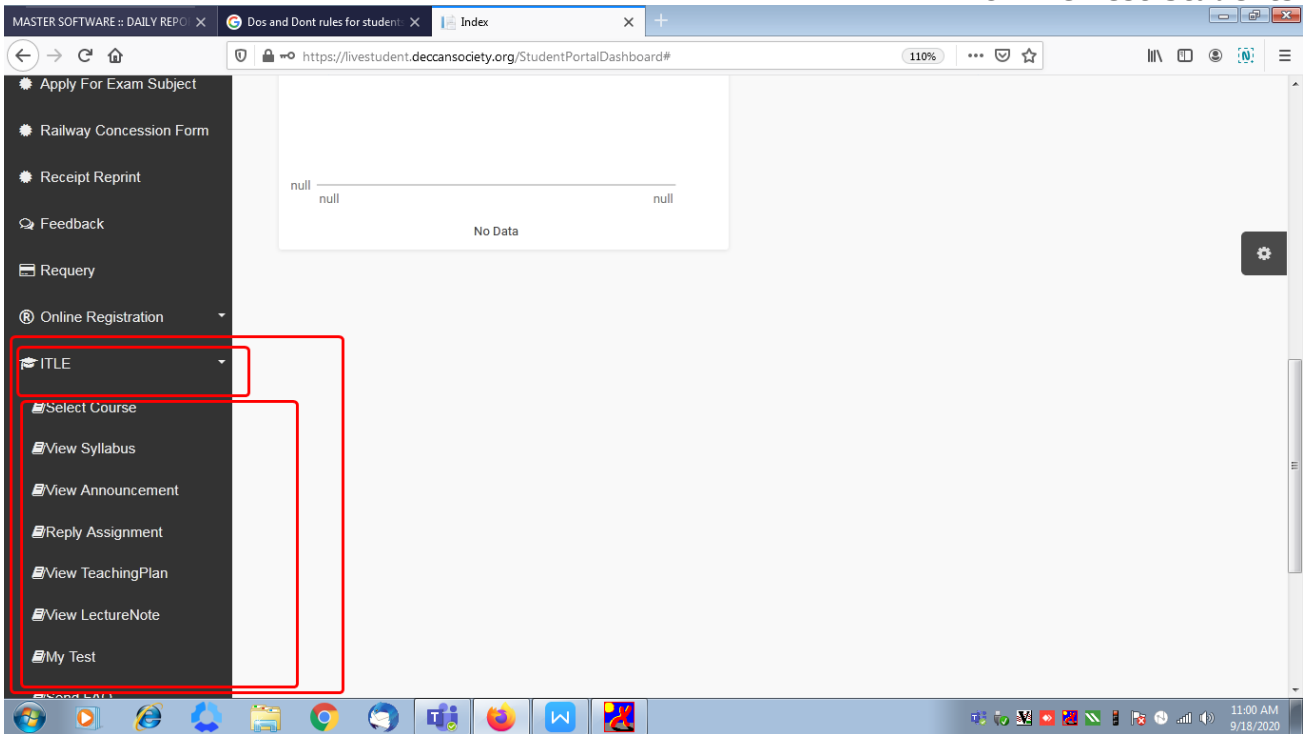
SIGN IN

Back to Home

If you are visiting for the first time, [Click Here](#)

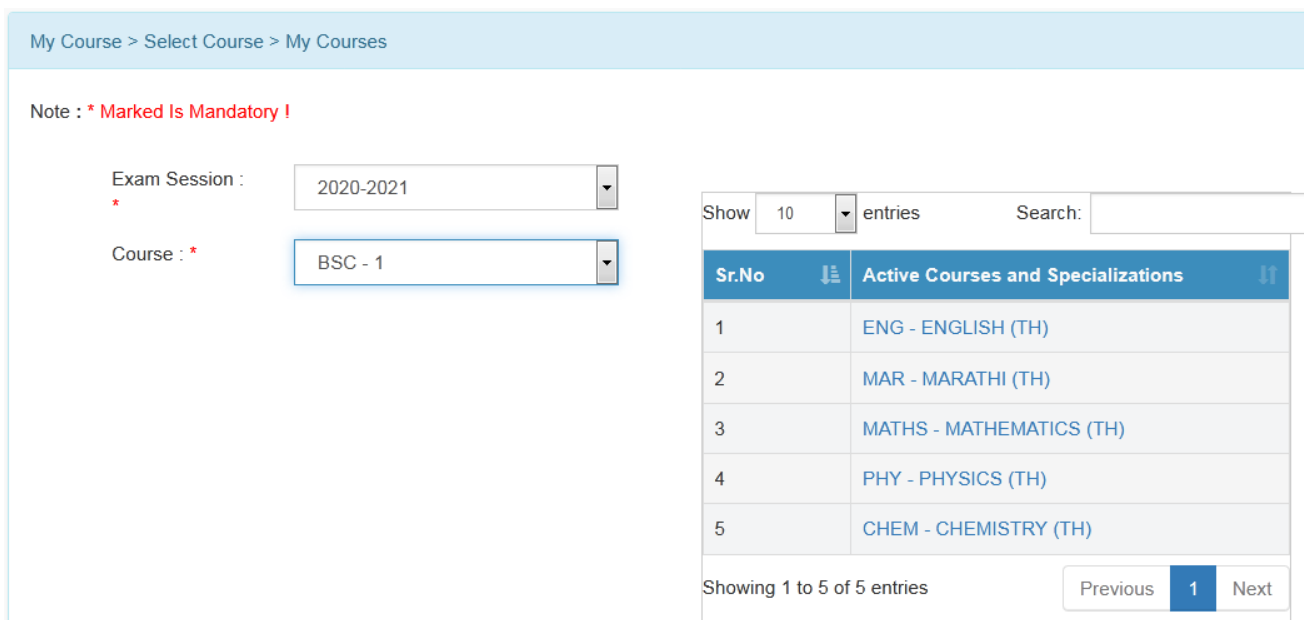
Login Screen

- Enter your login and password.
- Click on < **SIGN IN** >, following screen is displayed.
- On the left hand side, various menus are given.
- Click on ITLE menu, it expands the menu showing sub-menus/pages under ITLE menu.



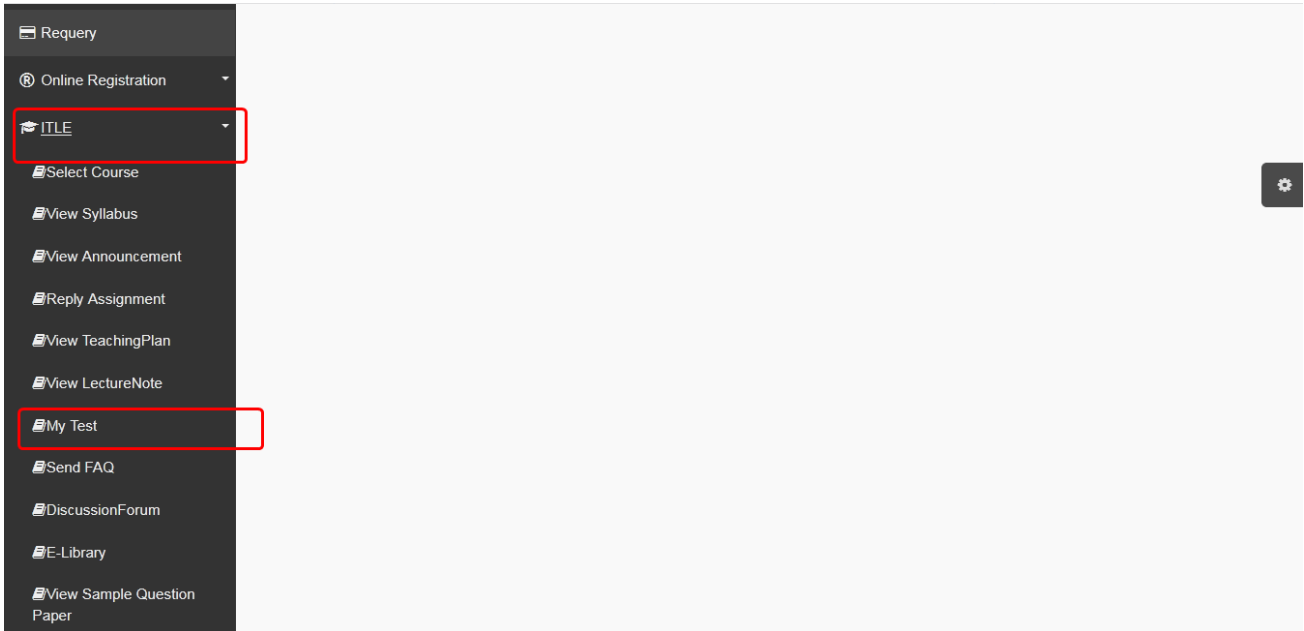
ITLE Menu and its Sub Menus/Pages

- Click on **Select Course** page.
- Screen is displayed with fields - List of Session and Course.
- Select the relevant Session and Course.
- On selection of course, subjects are displayed on right hand side.



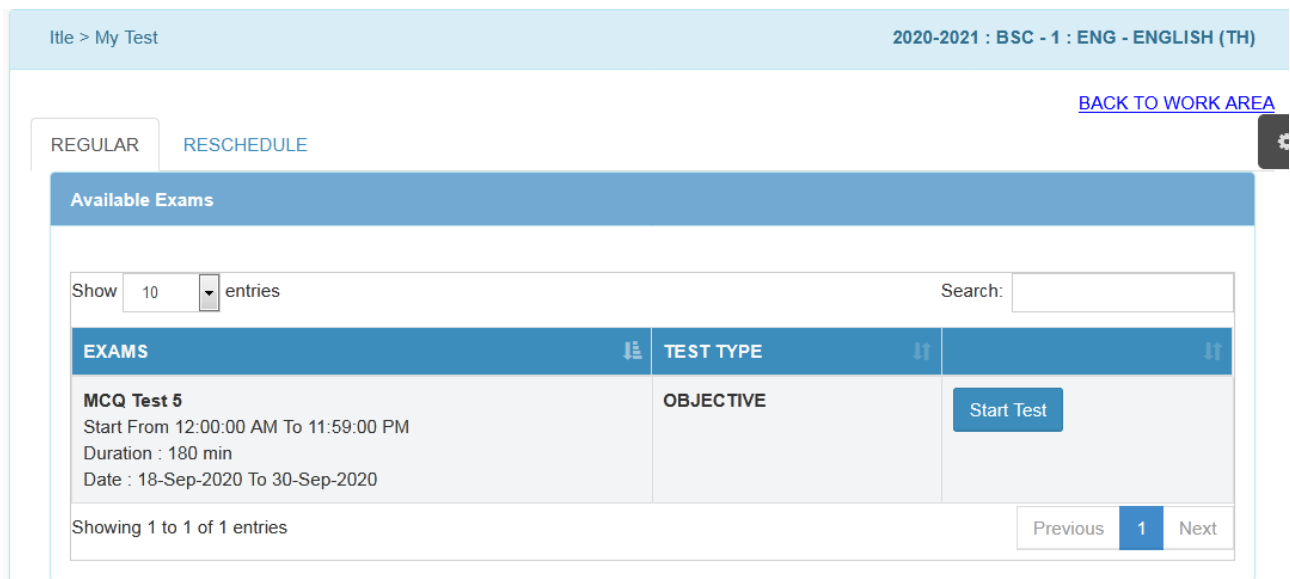
Selection of Session and Course

- Click on the relevant subject for which you want to appear for the test.
- After selecting the subject, click on **My Test** page from left hand side.



My Test on Left Side

- On click of **My Test**, a screen is displayed showing test details such as Test Name, Start Time, End Time and Duration of Test.



Test Details

- Click on < **Start Test** >
- A page with instructions is displayed. Read the instructions carefully.

REGULAR

RESCHEDULE



INSTRUCTION FOR THE TEST (MCQ Test 5)

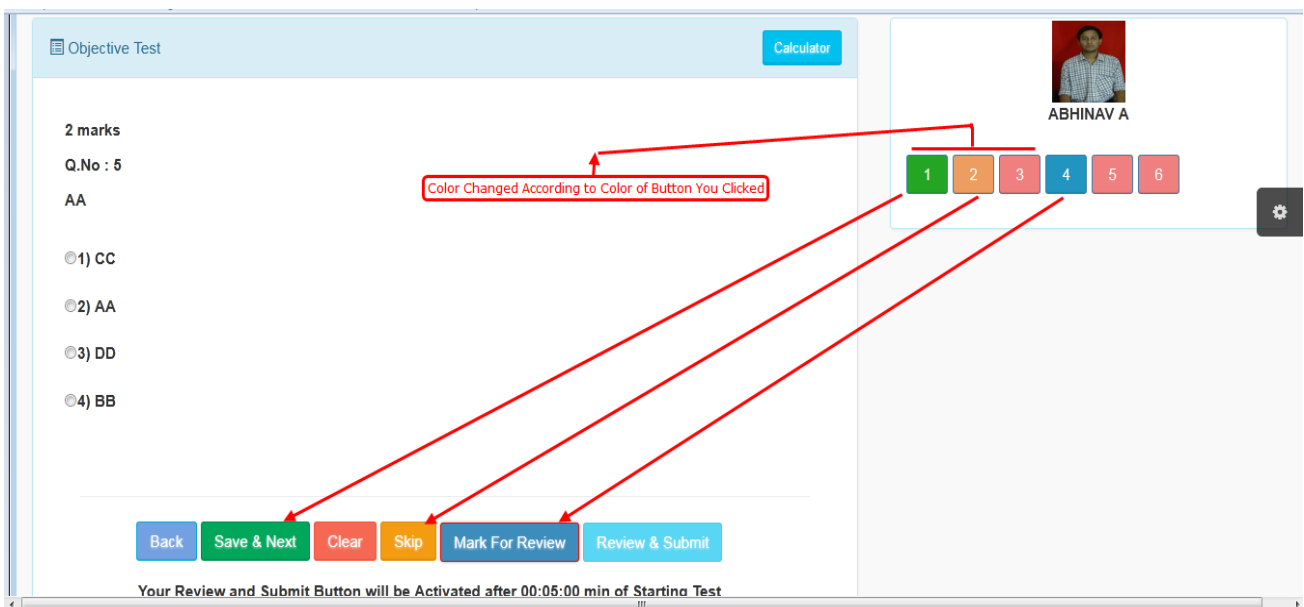
- 1) Read the instructions carefully before starting the test.
- 2) You have 03:00 hrs to complete the test.
- 3) The test contains a total of 8 questions.
- 4) Do not use Dictionaries, Calculators : No calculator (separate or with watch), Log tables or any other printed/online reference material during the test.
- 5) Do not Close/ Refresh/ LogOut the browser window once you have started the test.
- 6) There will be negative marking in this examination. For each incorrect answer, 7 % of the mark of question will be deducted from the total score.

Best of Luck for your Exam

- Click on < >, confirmation message is displayed.
- Click on < > to start the test.

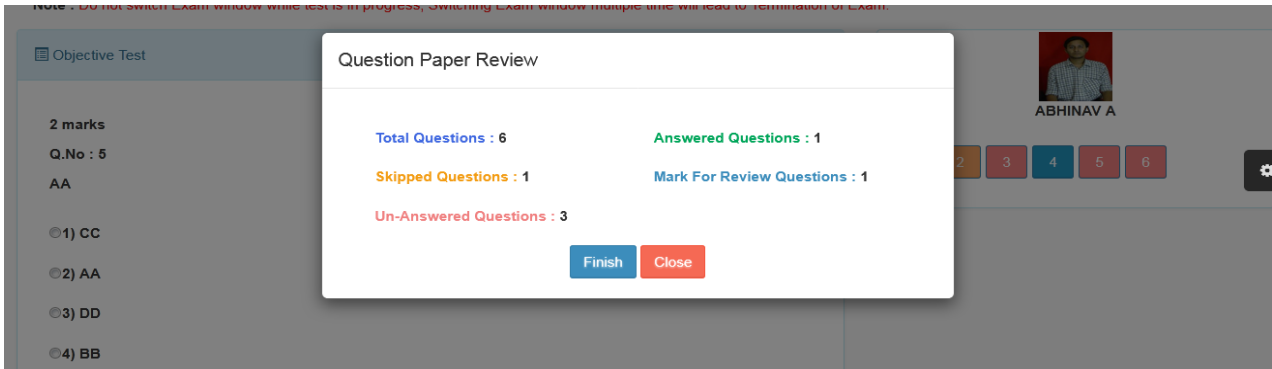
There are 6 buttons on test page.

- 1) < > - Click on this button to save the answer. It redirects you to next question. Colour of button given on right side will be changed, indicating question is attempted.
- 2) < > - Click on this button to clear the selection.
- 3) < > - Click on this button to skip the question. Colour of button given on right side will be changed, indicating question is skipped.



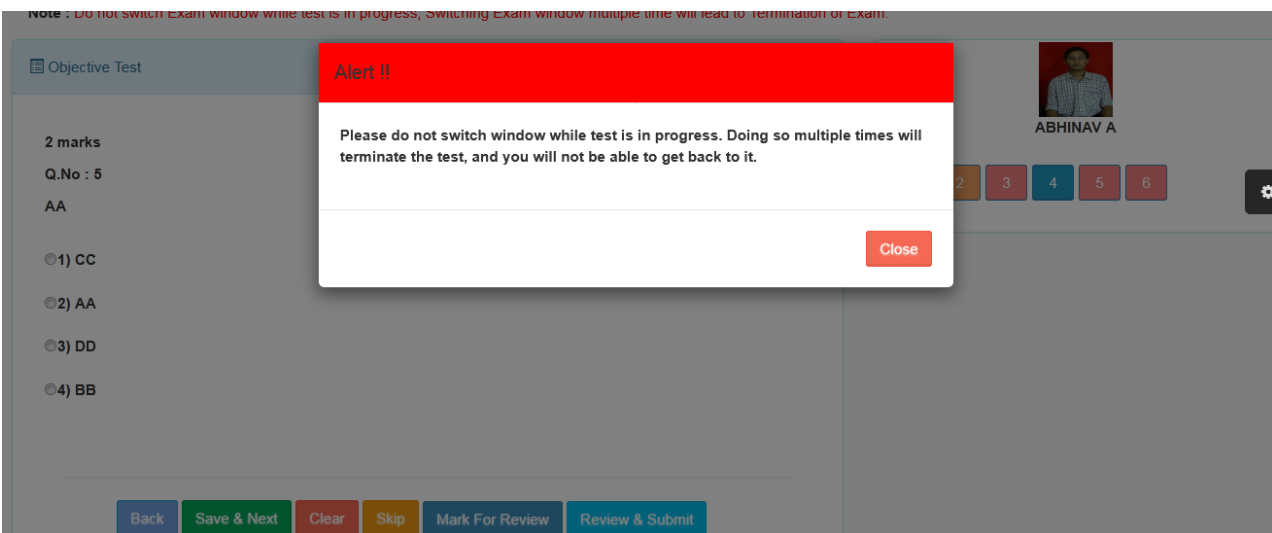
Appearing For Test

- 4) < **Mark For Review** > - On click of this button, review can be taken before submitting the test. Colour of button given on right side will be changed, indicating question is marked for review.
- 5) < **Back** > - On click of this button, it redirects to previous question.
- 6) If you are attempting the question sequentially, but you want to attempt the particular question randomly, then click on desired question number shown on right side. It redirects you to attempt that particular question.
- 7) < **Review & Submit** > - On click of this button, its displays the screen to review test. Refer following screen.



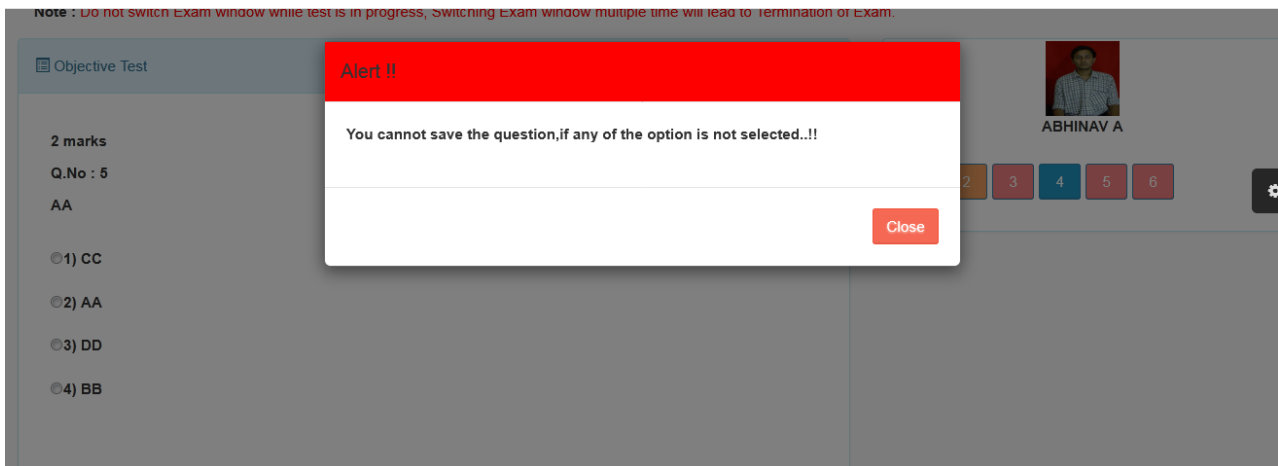
Question Paper Review

- Click on < **Finish** > button, confirmation message is displayed.
- Click on < **OK** > to submit the test
- Now, you will not be able to make any change.
- In case of malpracticing during online test, it gives an alert about not to switch to other windows. If student malpractices multiple times, test will be terminated with showing result according to the attempted question.



Alert on Malpracticing

- If student has not selected any option and directly clicked on < **Save & Next** > button, following alert will be given.



Alert on Not Selecting Option and Direct Click on < **Save & Next >**