VIGNAN'S
Foundation for Science, Technology & Research
(Deemed to be University)
-Estd. u/s 3 of UGC Act 1956

Steps to download and Appear for the test using Your Mobile App/Tabs (No apple devices)
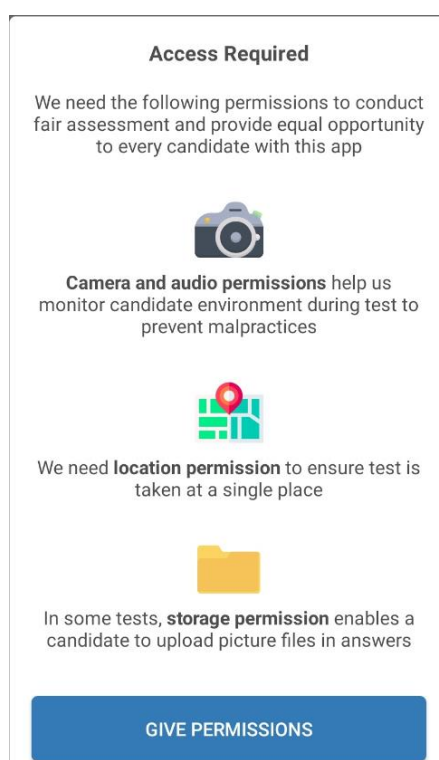
Basic Requirements & Instructions

- Install updated/latest version of **Google Chrome Browser**
- Proper Functioning **Front Camera**
- **Uninstall True Caller Mobile App** for the Duration of the test
- Mobile App is only available for **Android** users on Google Play Store

How to Download the Mobile App

Step 1: Download the app "SECURE ASSESSMENT" from google play store. Please find below direct link to download the app-
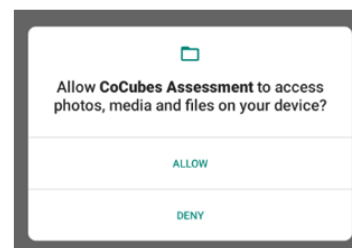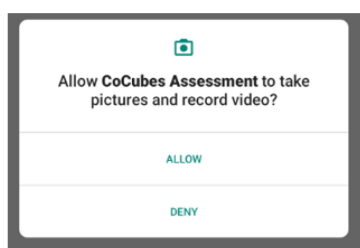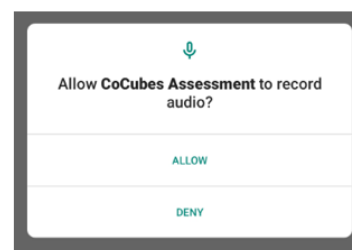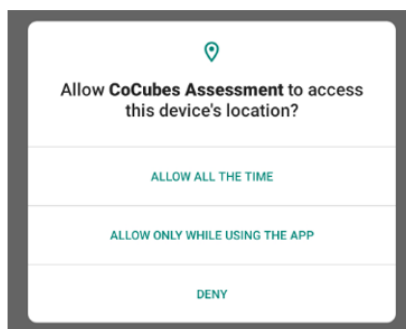
https://play.google.com/store/apps/details?id=com.cocubes.assessment

Step 2: Open the app and Click on "**Give Permissions**" after reading the message

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Step 3: **Allow** the CoCubes Assessment the permission to access the following.

Allow **CoCubes Assessment** to make and manage phone calls?

ALLOW

DENY

Allow **CoCubes Assessment** to access this device's location?

ALLOW ALL THE TIME

ALLOW ONLY WHILE USING THE APP

DENY

Allow **CoCubes Assessment** to record audio?

ALLOW

DENY

Allow **CoCubes Assessment** to take pictures and record video?

ALLOW

DENY

Allow **CoCubes Assessment** to access photos, media and files on your device?

ALLOW

DENY

Step 4: Enter **vignanuniversity** *(all small letters, single word)* **and click on Continue**

CoCubes
ASSESSMENT

Assessment URL
enter details to start assessment

www.cocubes.in/

Enter assessment url here

Continue

Switch to Proctor Mode

Step 5 – In the next Page, enter the following details

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After you go to the Next Page

A pop up will open and give your consent for the use of Webcam by clicking on "Accept" button
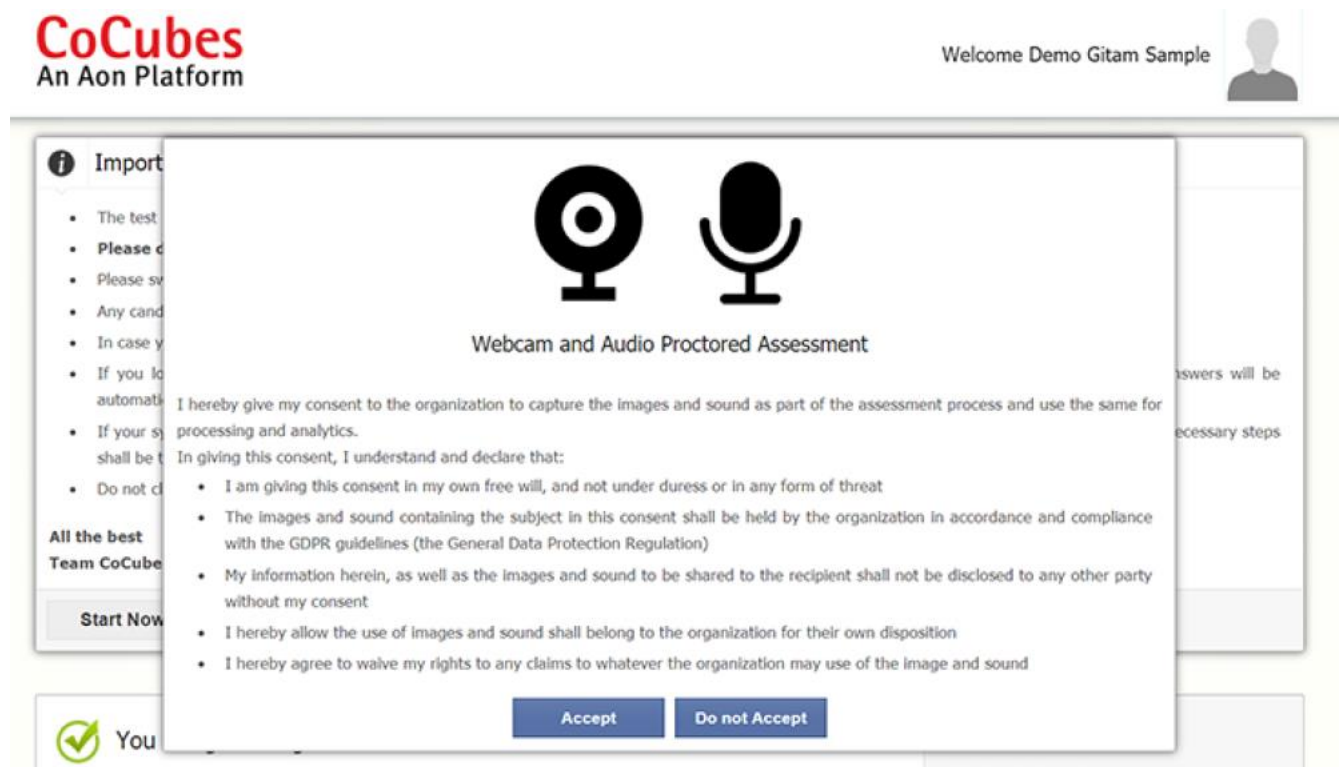
Please ensure your front camera and Microphone are in proper working condition

To Check the working functionality of your **Webcam and Microphone**, use the following links

https://webcamtests.com/ (To test your webcam/camera)
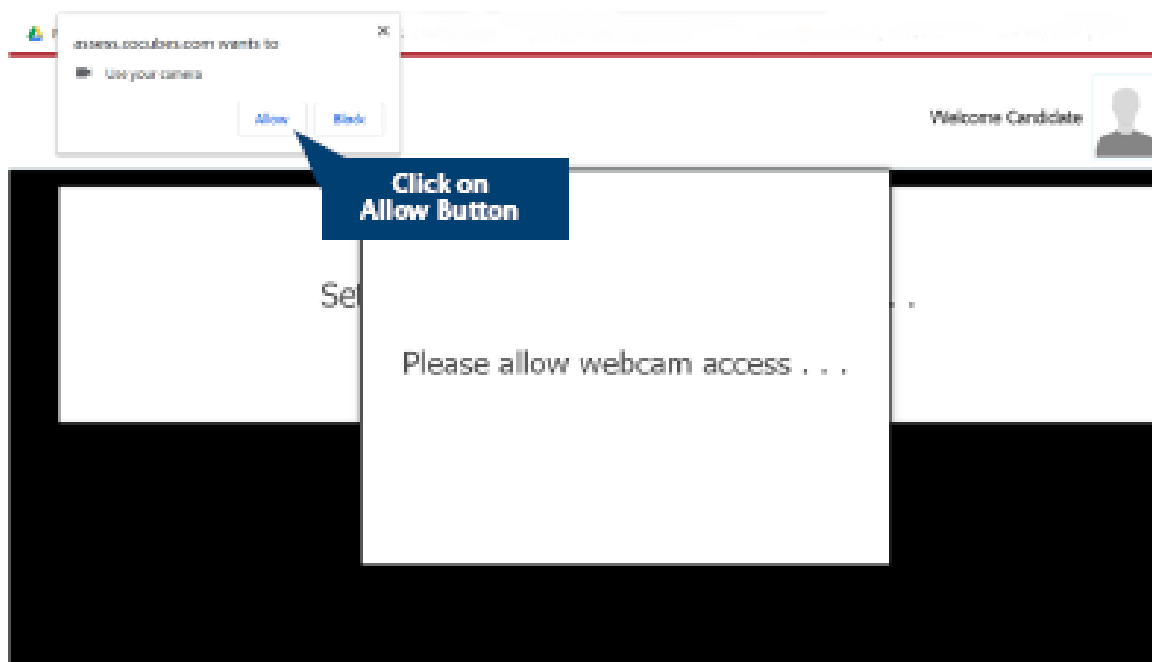
https://www.onlinemictest.com/ (To test your microphone)

The platform will check your system specifications. Read the instructions carefully and click on "Start Now" button to proceed.
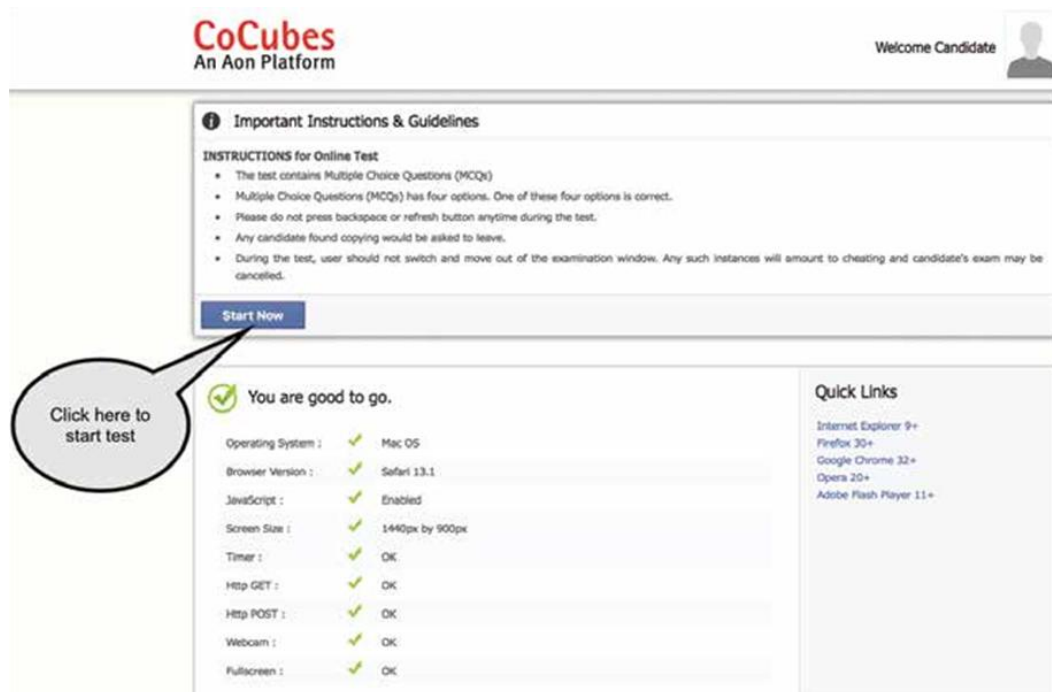
If the pop-up appears, Click on "Allow"

Sit in front of your Camera and your photo will be auto captured after 5 seconds timer. In case photo is not captured properly, you can re-click photo by clicking the button "Click Again" as shown below.

If your face is not clear in the clicked image, it will give an error "Face not detected" and you have click again.

Once your photo is captured properly, click on "Start test" button.
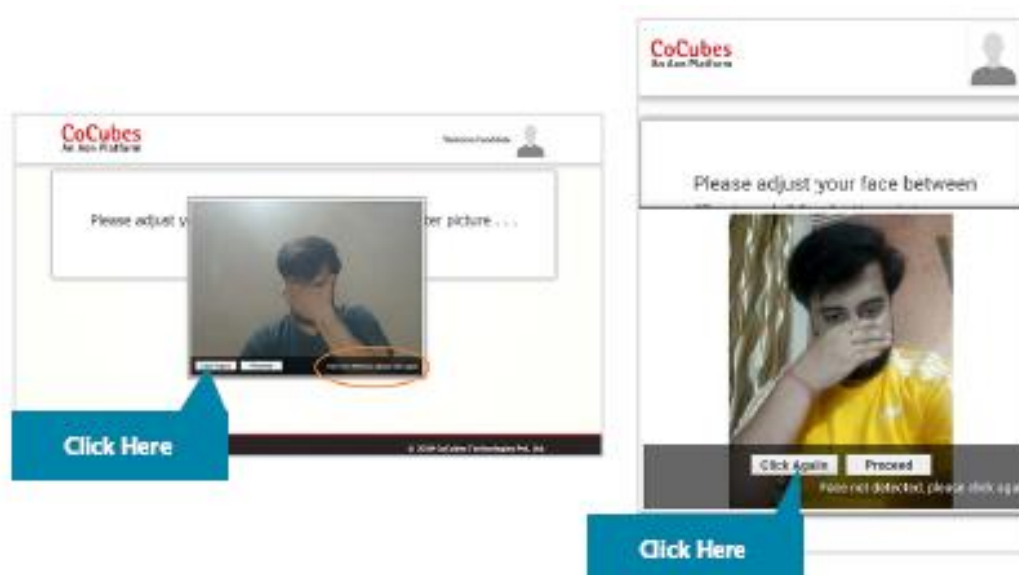
Students appearing for online exam must adhere to the following instructions.

Do not look sideways during the exam. Non-adherence of the same will lead to cancellation of the exam after multiple warnings.
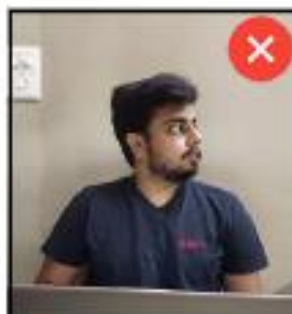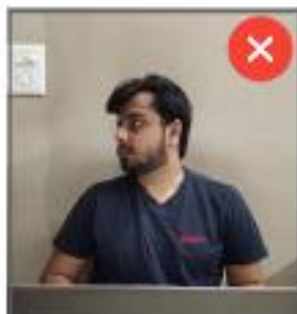
For the entire duration of the exam, please remain seated in front of your webcam. In case you found leaving your seat during the exam, your exam will be cancelled.
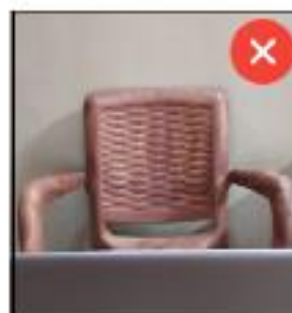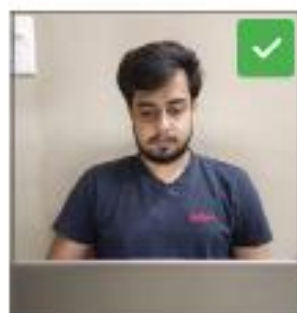
Do not try to cover your camera or unplug the external camera from the system.

Do not try to navigate away from the exam screen. Doing so will automatically terminate your exam.

No other person is allowed to enter the room while you are taking the proctored exam.
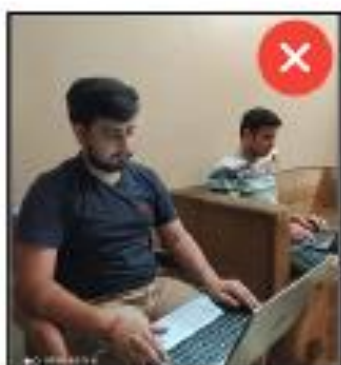
The lighting in the room must be bright enough to be considered "daylight" quality. Overhead lighting is preferred. If overhead lighting is not available, the source of light must not be behind you.
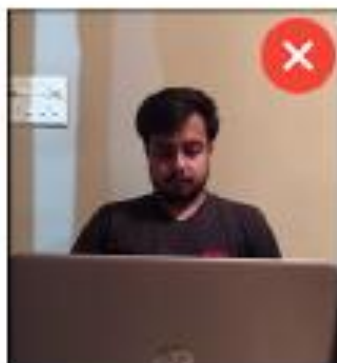
The room must be as quiet as possible. Sounds such as music or television are not permitted.

The following items must not be on your desk or used during your proctored exam such as books, electronic gadgets, notebooks, eatables etc.

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DO`S 👍

- Charge the laptop or mobile well in advance to last for at least 2 hours.

- Student to be seated using a wall as the background.

- Ensure proper lighting in the room so that the pictures captured during the exam are not blurred.

- Photograph clicked must of good quality.

- Check the power plugs.

- You should ensure proper internet connectivity is available on your laptop/ desktop/mobile.

- You must make sure webcam and mic of your system is working properly.

- After setting up audio setup with the help of headphones or earphones, you don't need to plug them in ears, you can put them on the keyboard or on the table.

- You will be under constant observation during the entire duration of the test via artificial intelligence tools and live monitoring by the proctors.

- Blank sheets are allowed for the rough work.

- Any suspected activity will lead to the immediate termination of the exam. The room must be as quiet as possible.

- You should have your water bottle at your table before start of exam as you are not allowed to leave the test screen during exam.

DON`TS 👎

- Do not share your passkey with anyone.

- Do not try to navigate from the main screen. Doing so will automatically terminate your exam.

- You are not allowed to talk to anyone while your exam is being conducted, as Real Time Monitoring is being done.

- You are not allowed to use device other than the one used for the exam, electronic gadgets or any other material on the day of exam. If found then it will be considered for the cancellation of your exam by the Proctor.

- Do not move away from the frame being captured by the camera.

- Do not try to cover your camera or unplug the external camera from the system.

- You are not allowed to touch the keyboard while you are attempting your test, you are only allowed to scroll cursor or with mouse to answer the question.

- Use a single device for the exam. Login from multiple device can lead to cancellation of your exam.

- There should be no disturbance in the surroundings.

- Reading questions loudly or talking are not permitted.

- You must not plugged in headphones, ear buds, or any other type of listening equipment.

- You must not leave the room for any reason during exam.

- You must not communicate with any person by any means during the exam.

- Sounds such as music or television are not permitted.

<u>Other Very Important Instructions</u>

- **Google Chrome** Should be Downloaded (*Be Sure to Update to the latest Version*)

- Allow Google Chrome to Give camera and Audio Access to CoCubes.com

- **Webcam not connected**: Please ensure you have proper functioning Camera

- **Before every assessment, please be sure to clear Cache in CoCubes Mobile App**
  - o Go to your phone settings
  - o Navigate to "Apps" Option (*In some mobile it could be Apps & Permissions*)
  - o Under "Manage Apps", open CoCubes Secure Assessments app
  - o Click on Clear Cache

The application will not work

- **If the Audio and Video of the mobile are not compatible**

- **If the Google Chrome Browser is not Downloaded/Outdated version**