CédeTantra

# Writing Offline Exam face to face mode with Digital Support

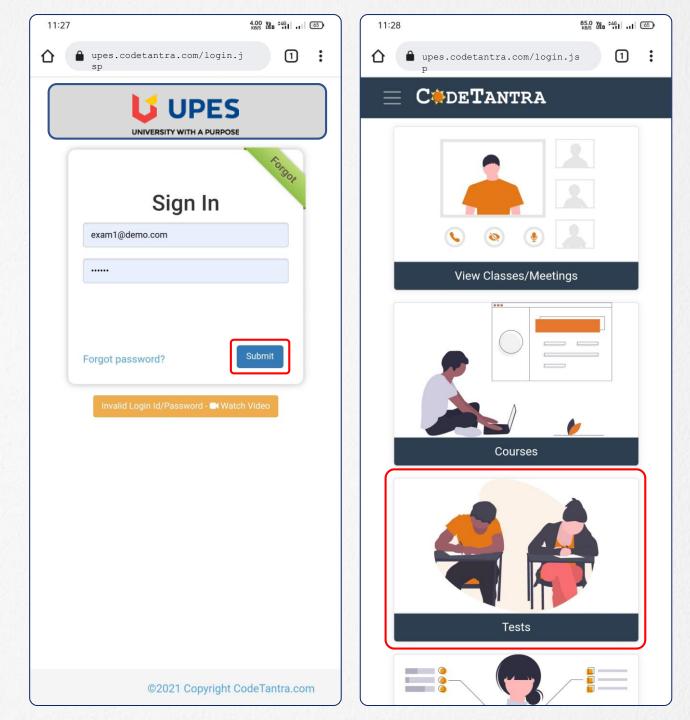
Jump to	UNIVERSI
Section [File Upload] 4 of 6 Question : 2 of 2 Marks for this Question : 10 2 60% 1 General Instructions	
Upload answer sheets	Test time left: 01:56:23
Draw the following diagram on a blank paper and then uploa	id it.
Once you upload files from your second device, check your submission	click on Sync to
o Camera	
Finish 🕪 Clear Response	« Prev Next »

#### **1. Login Process**

- a. Open Browser (Chrome in Android or Safari in iOS) in your mobile/Tab.
- b. Visit

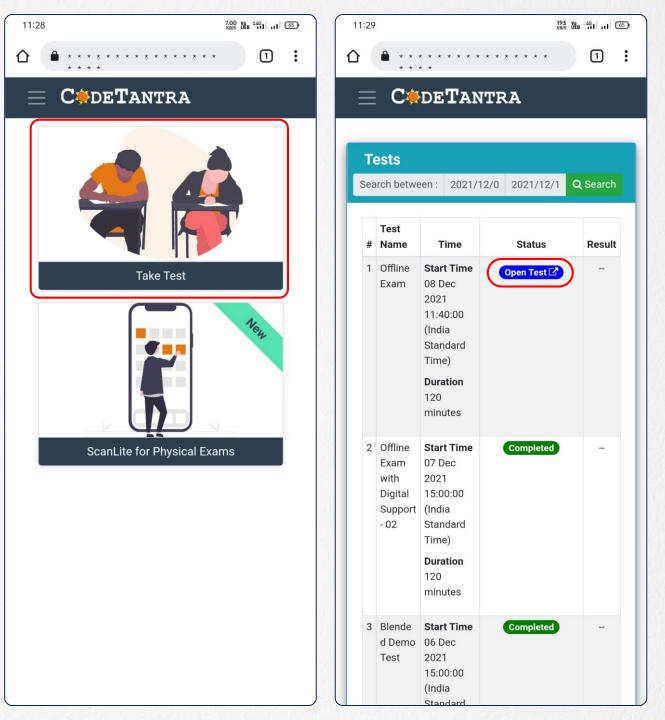
https://upes.codetantra.com/login.jsp

- c. Enter your Email ID
- d. Enter your Password
- e. Click on submit button to login
- f. Click on Tests Card.



#### **2. Opening the Test**

- a. Click on Take Test Card.
- b. Click on Open Test button against the test you want to attempt.

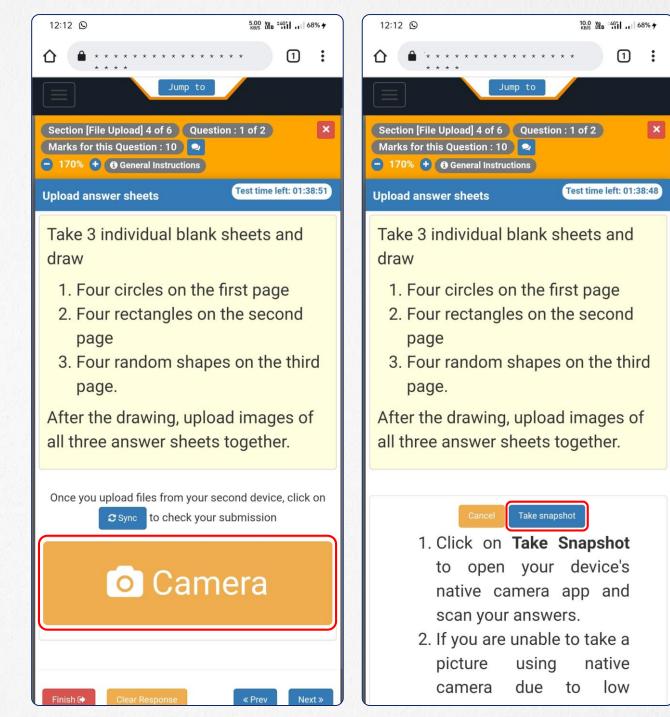


#### **3. Starting the Test**

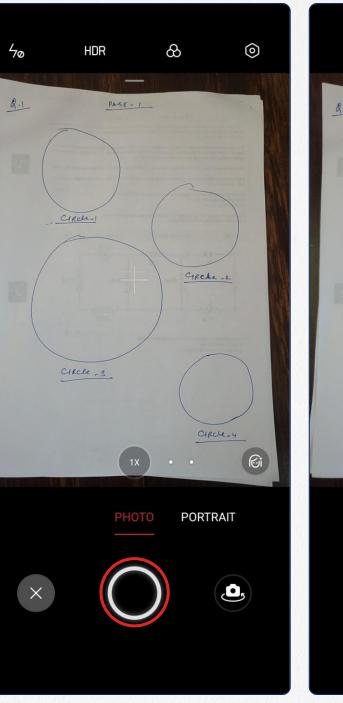
- a. Request your proctor to mark you present and unblock. Wait till the actual start time of the test.
- b. At the actual start time of the test, you should be able to see Start Test button to start the test.

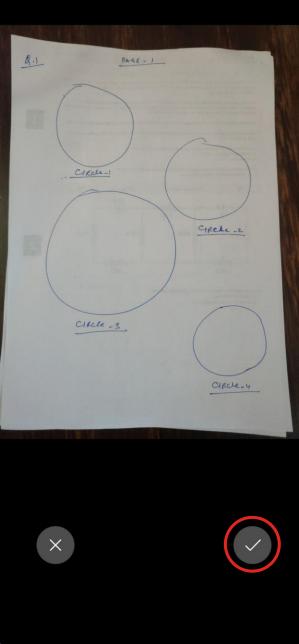
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]	^		~ 	
	Test Details		Test Details	
Test Name	Offline Exam	Test Name	Offline Exam	
Room Name	Block-32, Room-406	Room Name	Block-32 Room-406	
Duration	120 minutes	Duration	120 minutes	
otal Marks	100	Total Marks	100	
Start Time	08 Dec 2021 11:40:00 (India Standard Time)	Start Time	08 Dec 2021 11:40:00 (India Standard Time	
General II	nstructions 🗸	General	Instructions	
<ol> <li>You can freely navigate between d ifferent questions forward and ba ckward using Next and Previous bu ttons</li> <li>Finish button will be enabled onl y towards the end of the exam.</li> <li>Instructions for DESCRIPTIVE questions requiring SCAN &amp; UPLOAD</li> <li>* You can start the test in:</li> </ol>		me qu 2. Th e s. 3. If	<ol> <li>Make sure to upload your scans i mediately after you answer every question. Do NOT wait till the e d to avoid panic at the end.</li> <li>The exam time is inclusive of ti e for scanning &amp; uploading answe s.</li> <li>If using laptop + mobile for the exam, click on Open Test on lapt</li> </ol>	
	ing for proctor to validate your		Start Test 🕨	

- a. For descriptive questions, write your answer on the answer booklet of the 1<sup>st</sup> question.
- b. Click on the Camera button.
- c. Click on Take Snapshot button.
- Click on Capture button to capture the 1<sup>st</sup> page of the answer sheet.
- e. Click on the Check mark to confirm.
- f. Click on Take Snapshot button again.
- g. Click on Capture button to capture the 2<sup>nd</sup> page of the answer sheet.
- h. Click on Take Snapshot button again.
- i. Click on Capture button to capture the 3<sup>rd</sup> page of the answer sheet.
- j. Click on Upload as PDF button to upload.
- k. Click on Next button to move to next question.



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- c. Click on Take Snapshot button.
- d. Click on **Capture** button to capture the 1<sup>st</sup> page of the answer sheet.
- e. Click on the Check mark to confirm.
- f. Click on Take Snapshot button again.
- g. Click on Capture button to capture the 2<sup>nd</sup> page of the answer sheet.
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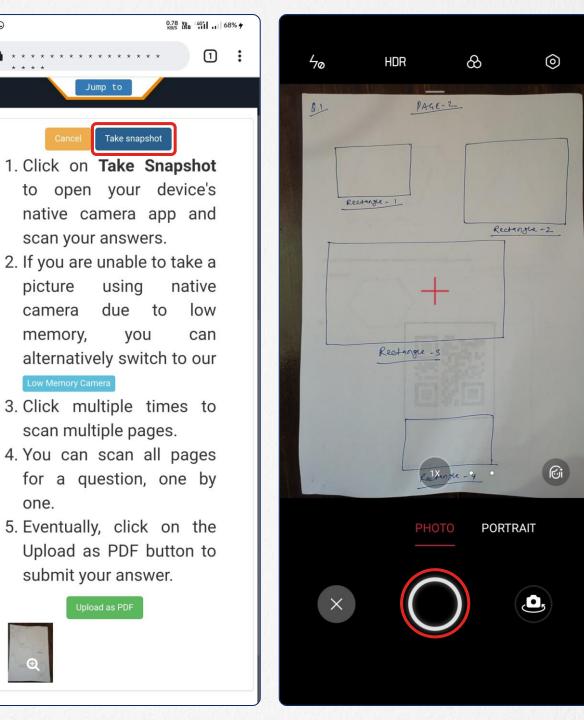




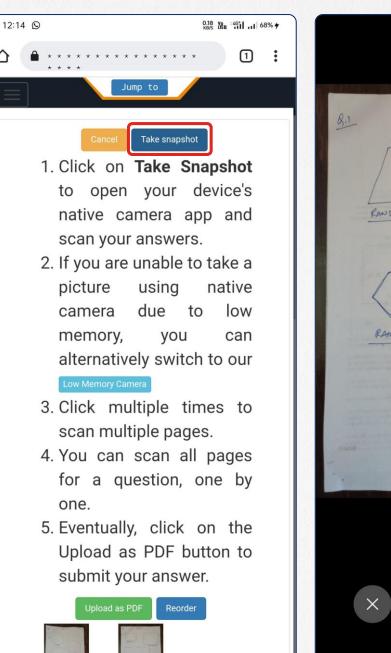
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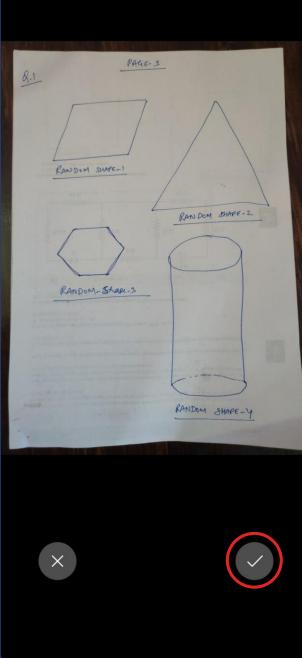
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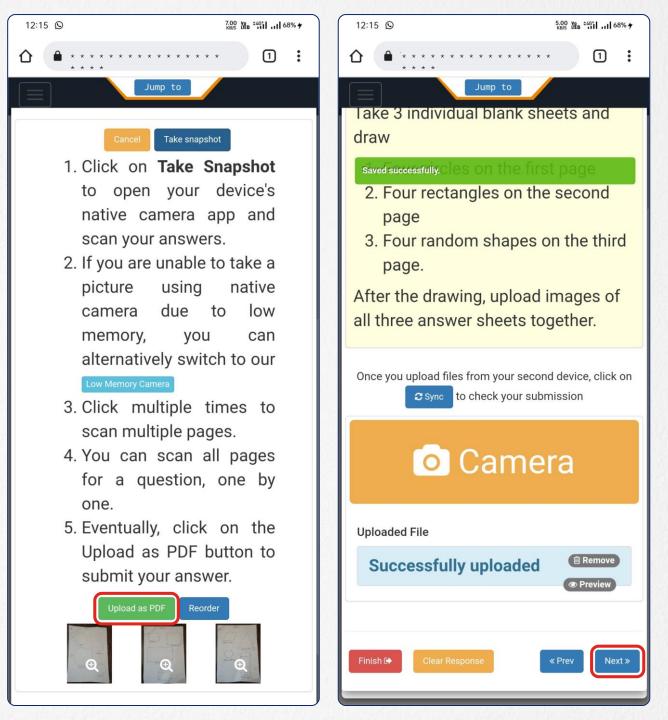


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## What's Next?

It is recommended to write answer to a question on the answer booklet and upload the images of the answer booklet before moving to the next question.