Proctored Examination Methodology

Shoolini University has a robust and in-house developed AI-based proctoring software for conducting exams online/physically invigilated within the territory of the campus.

The following is the methodology for the online/physically invigilated proctored exam created by Shoolini University:

STUDENT DASHBOARD

Step 1:
Log in for the first time through Facial Verification
The student must log in first from the examination portal and verify his/her face identity.

Step 2:
Upload Id: Aadhar Card/pan card/ university identity card
After the facial verification, ID-card verification in Infront of the webcam is to be done and it should be visible.

Step 3:
Exam Dashboard
After the ID Verification is completed, the students will be able to see the dashboard.

Step 4:
Share Camera
Now, through the exam dashboard, students need to share their webcam as per the instructions given to them before the exams. While sharing the webcam, it is to be made sure that the background doesn't create any disturbance.

Step 5:
Share your screen
After completing step 4, students need to share the entire screen as per the instruction. The screen will show now "Choose the option to share your entire screen". And after sharing the webcam and screen, Click Continue.
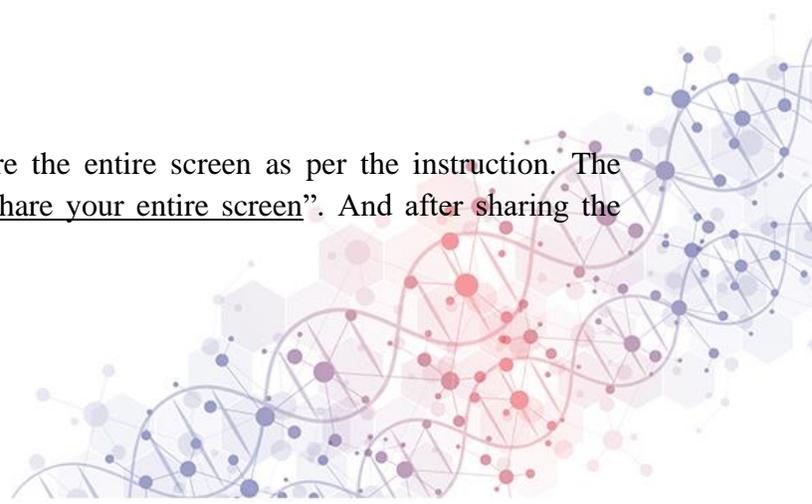
Step 6:
Start Exam
Now, click on "**Start Exam**", after completing all the prior instructions provided.

Step 7:
Attempt Quiz
After completing all the steps, students will be able to see the exam portal where they must attempt the quizzes. Click on "**Attempt Quiz**" and start attempting the quiz.

Instructions:

- **Make sure that the curser should only be visible on the screen, if it is moved from the screen, a warning will be issued, and it could lead to the closure of the examination.**
- **A warning will show, "During test please do not navigate to any other page or window".**

INVIGILATOR DASHBOARD

Step 1:
Live Exam logs
In this step, Invigilator came to know how many students have logged in.

Step 2:
Individual students log
Invigilator checks if any student logged out or how many times, he/she has logged in.

Step 3:
Live Streams
After completing step 2, The invigilator now has to check the status of the students, and how many questions they've done or are yet to be done.

Step 4:
View Logs

Step 5:
View ID
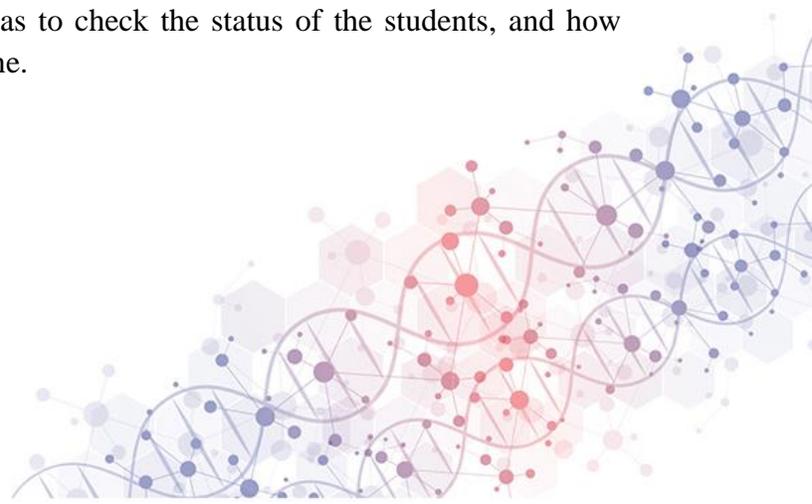
Step 6:

Send Message to Student

- If an invigilator finds out that any student is cheating, he/she will send the message "Stop Cheating".
- The student will get a notification on their screen from the proctor saying, "Stop cheating".

Step 7:

Notification when student closes the exam

The Invigilator gets the notification when a student has closed the exam.

Amar Raj Singh

Director
Shoolini University Centre for
Distance and Online Education (SCDOE)

Shoolini University
Post Box 9, Solan
173212, HP, India

T 01792 350000
T 01792 352001
W www.shooliniuniversity.com