

Steps to take the test for Laptop and Desktop users

Webcam/Microphone are Mandatory.

Disable Antivirus, Screen Savers, Ads, Notifications on your laptop.

Basic Infrastructure

- Latest Version of Google Chrome
(**update and keep it ready in advance**)
- Internet connection with 1 MBPS speed
- Functioning Webcam
- Functioning Microphone

Click [HERE](#) to check the functionality of Webcam and Audio/Microphone

(OR)

Click on the link below.

<https://assess.cocubes.com/check-system>

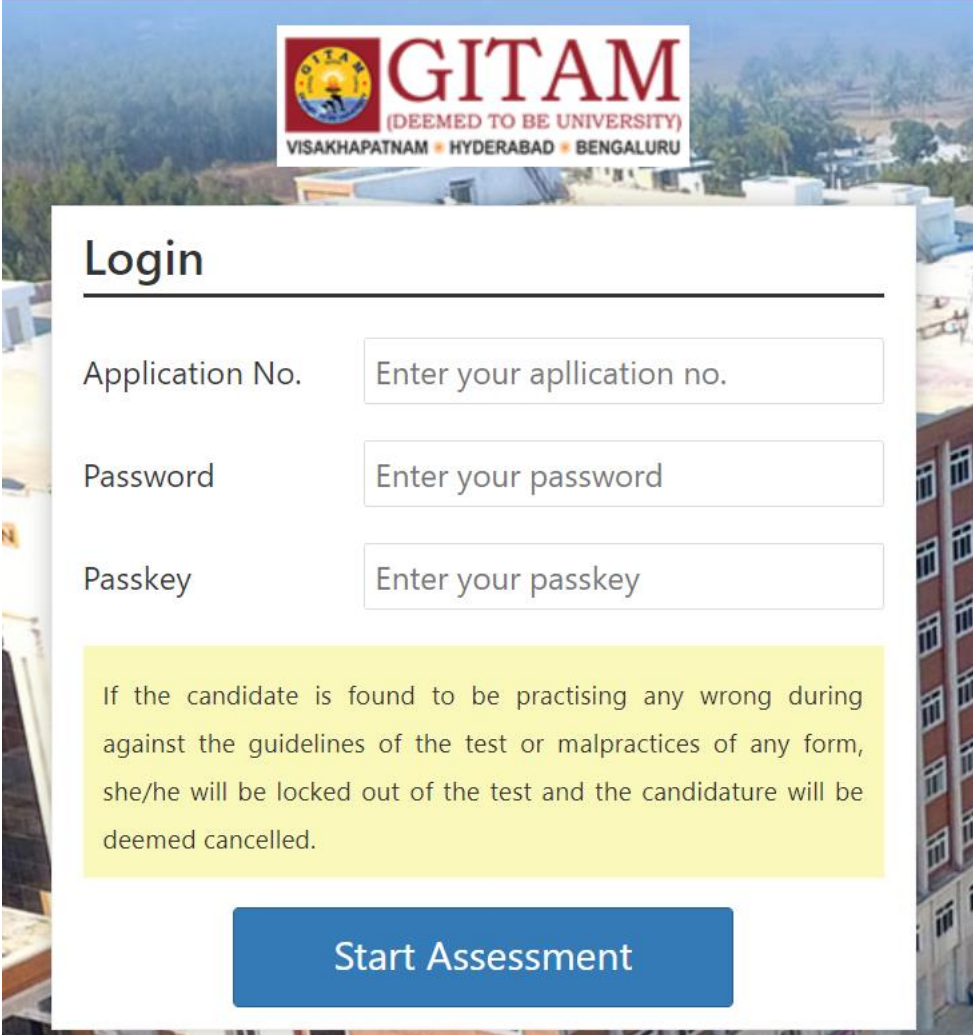
Mandatory information required to start the Assessment.

- Application No
- Password (Shared to the registered email/Mobile)
- Passkey (Shared to the registered email/Mobile)

Steps to Start the Assessment

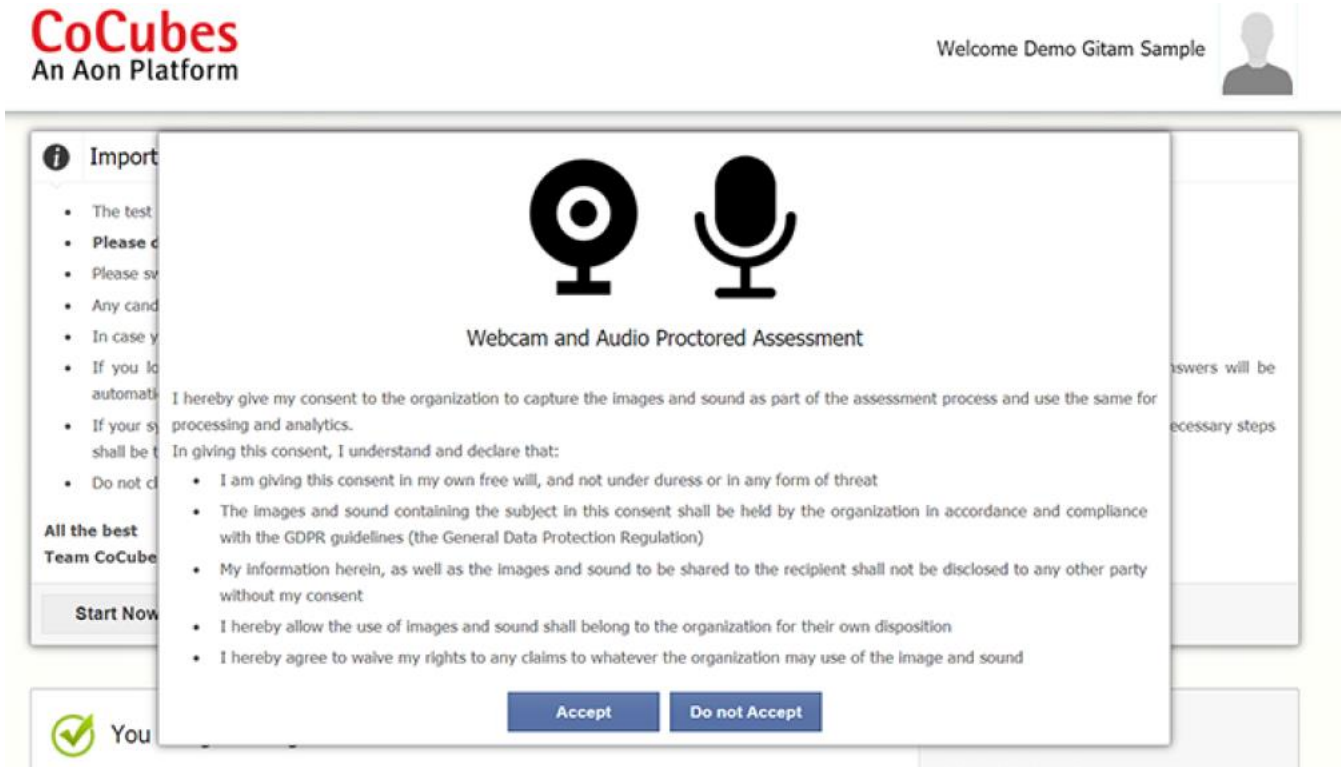
- Go to- <http://cocubes.in/gat2021>
- Enter All the required details which you have received to your mobile/email
- Click on **Start Assessment**

(This is the landing page)

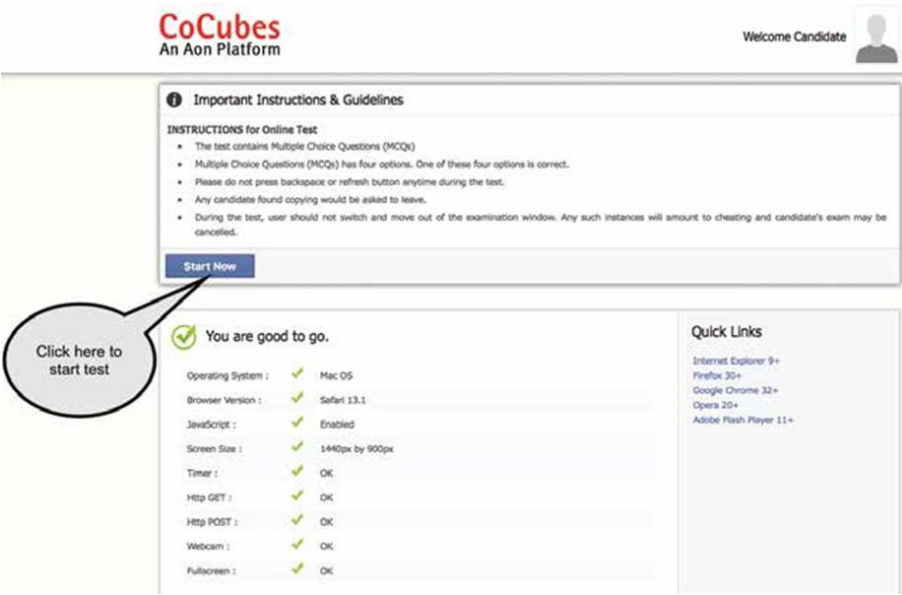


The screenshot shows the login interface for the GITAM assessment. At the top, there is a banner with the GITAM logo and text: "GITAM (DEEMED TO BE UNIVERSITY) VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU". Below the banner is a white box with the title "Login". Inside the box, there are three input fields: "Application No." with the placeholder "Enter your application no.", "Password" with the placeholder "Enter your password", and "Paskey" with the placeholder "Enter your passkey". Below these fields is a yellow warning box containing the text: "If the candidate is found to be practising any wrong during against the guidelines of the test or malpractices of any form, she/he will be locked out of the test and the candidature will be deemed cancelled." At the bottom of the white box is a blue button labeled "Start Assessment".

A pop up will open and give your consent for the use of Webcam by clicking on “**Accept**” button



The platform will check your system specifications. Read the instructions carefully and click on “**Start Now**” button to proceed.





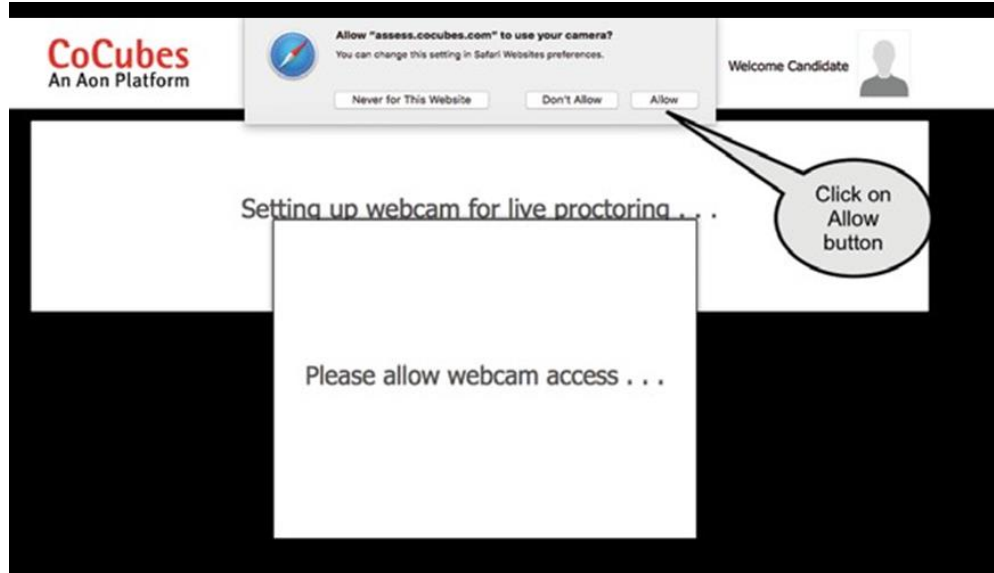
GITAM

(DEEMED TO BE UNIVERSITY)

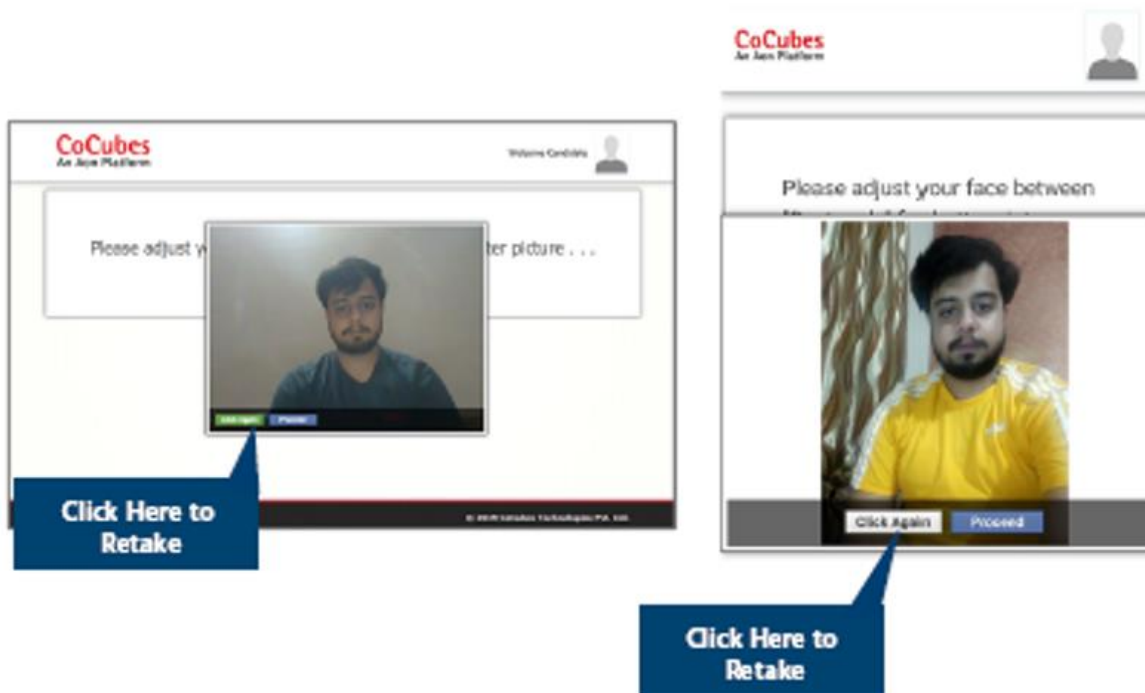
(Estd. u/s 3 of the UGC Act, 1956)

VISAKHAPATNAM ✪ HYDERABAD ✪ BENGALURU

Allow popup if occurs

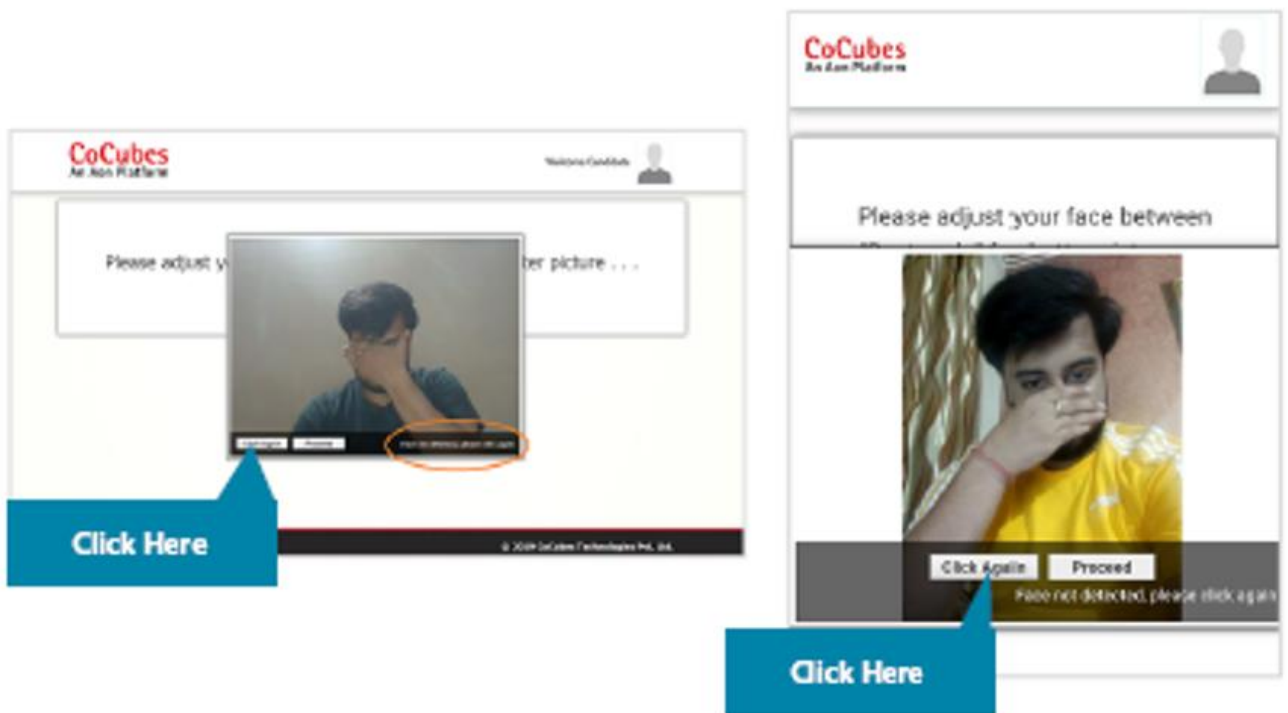


Sit in front of your Webcam. Your photo will be auto captured after 5 seconds timer. In case photo is not captured properly, you can re-click photo by clicking the button "Click Again" as shown below. This step is very important as your photo will use for verification purpose at the time of admission.

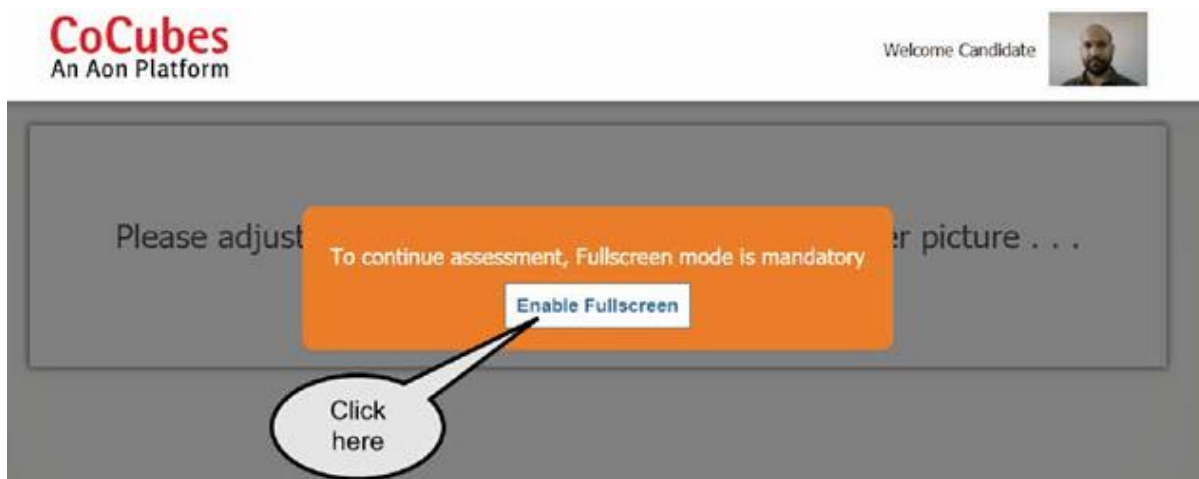


If your face is not clear in the clicked image, it will give an error “Face not detected” and you have click again.

Once your photo is captured properly, click on “Start test” button.

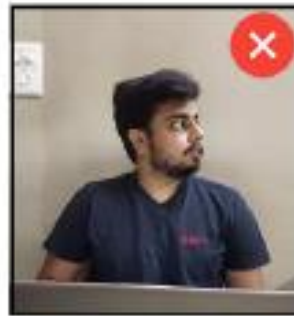
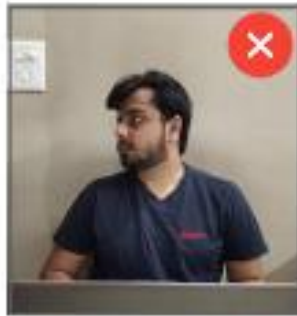


A pop up will open. Click on “Enable Fullscreen”



Guidelines – On the day of the Examination

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.



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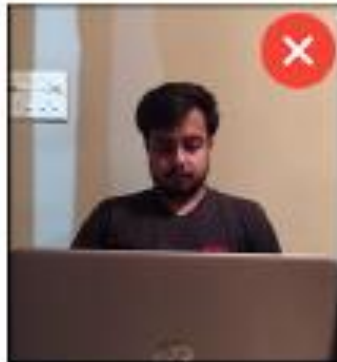
(Estd. u/s 3 of the UGC Act, 1956)

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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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- 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.



- 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 key board 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.

Other Very Important Instructions

- **Google Chrome** Should be updated (*Be Sure to Update to the latest Version*)
- **Disable Antivirus and Screen Savers, Ads, Notifications on your laptop**
- Allow Google Chrome to Give Webcam and Audio Access to CoCubes.com
- **Webcam not connected:** Please ensure you have proper functioning Webcam