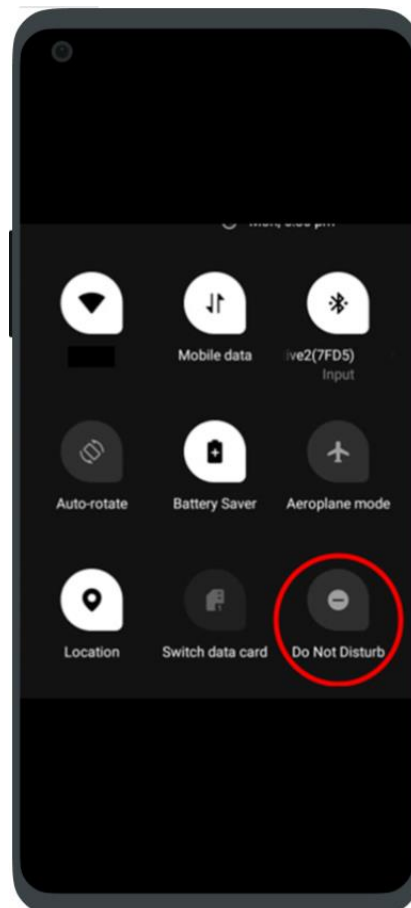


## Steps to download and Appear for the test using Your Mobile App/Tabs (No apple devices)

### Basic Requirements & Instructions

- Install updated/latest version of **Google Chrome Browser**
- Proper Functioning **Front/Back Camera**
- **Uninstall True Caller Mobile App** for the Duration of the test
- Mobile App is only available for **Android** users on Google Play Store
- The Mobile App **Does Not** function on Apple Devices
- Ensure to keep your phone on “**Do Not Disturb**” Mode
- *Disable True caller, WhatsApp, Facebook, Instagram & other notifications during the examination*



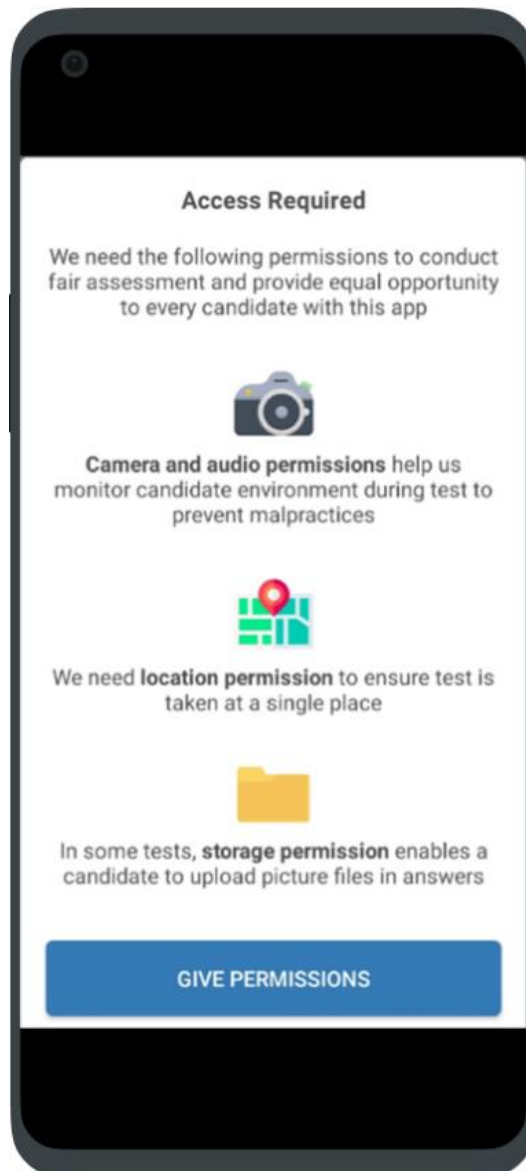
## How to Download the Mobile App

**Step 1:** Download the app “**CoCubes Assessment**” from google play store.

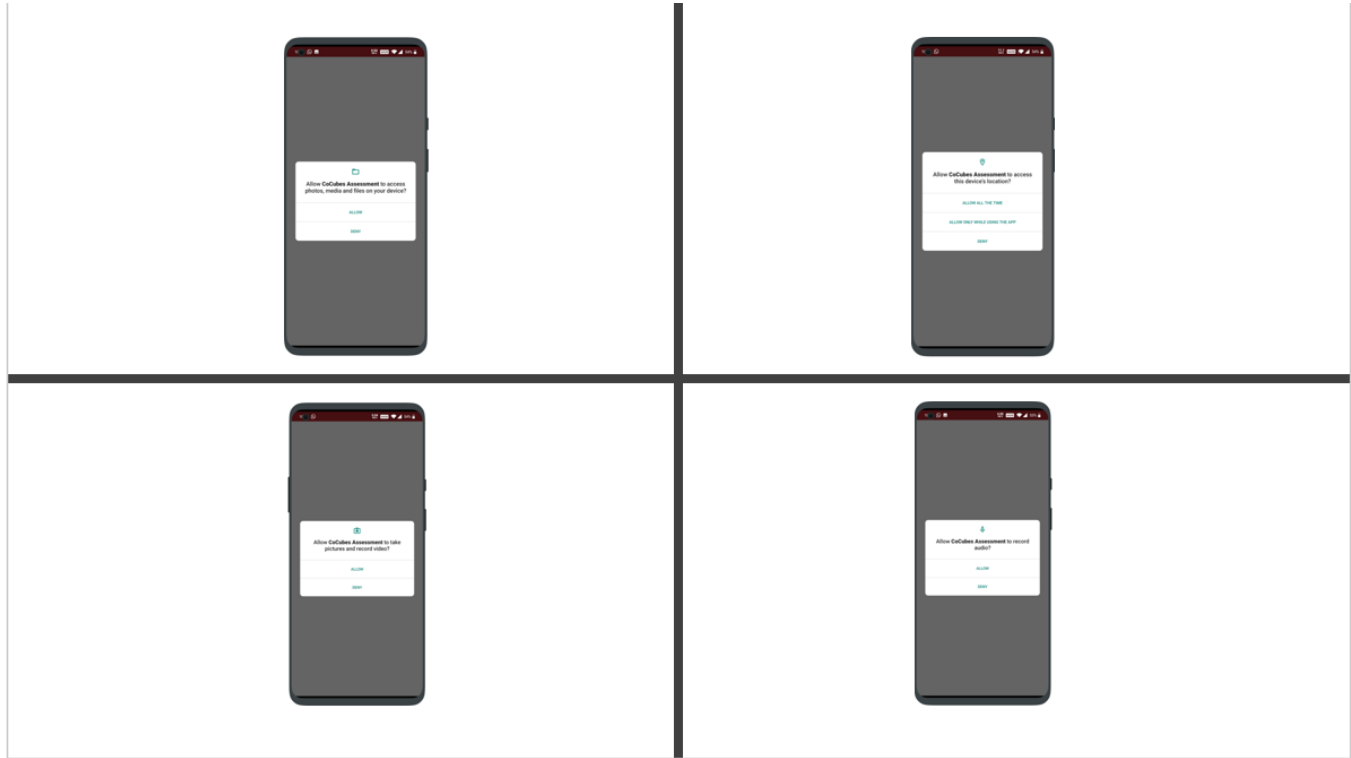
Please find below direct link to download the app-

<https://play.google.com/store/apps/details?id=com.cocubes.assessment>

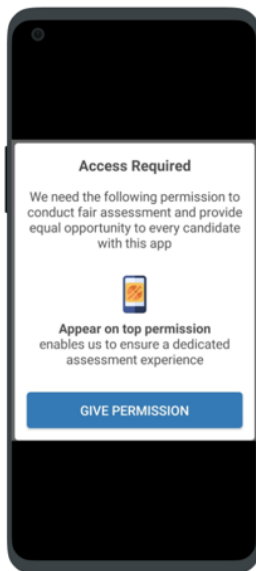
**Step 2:** Open the app and Click on “**Give Permissions**” after reading the message



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



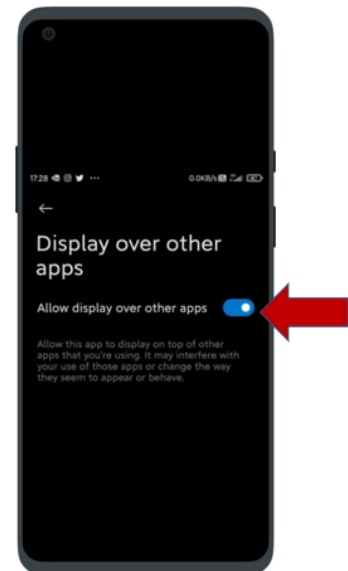
## Step 4



Give Permission



Enable "Allow Display"



Go Back and Open the app



# GITAM

(DEEMED TO BE UNIVERSITY)

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

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU

Step 5: Enter **gat2021** (*all small letters, single word, no spaces*) and click on **Continue**

**CoCubes**  
**ASSESSMENT**

**Assessment URL**  
enter details to start assessment

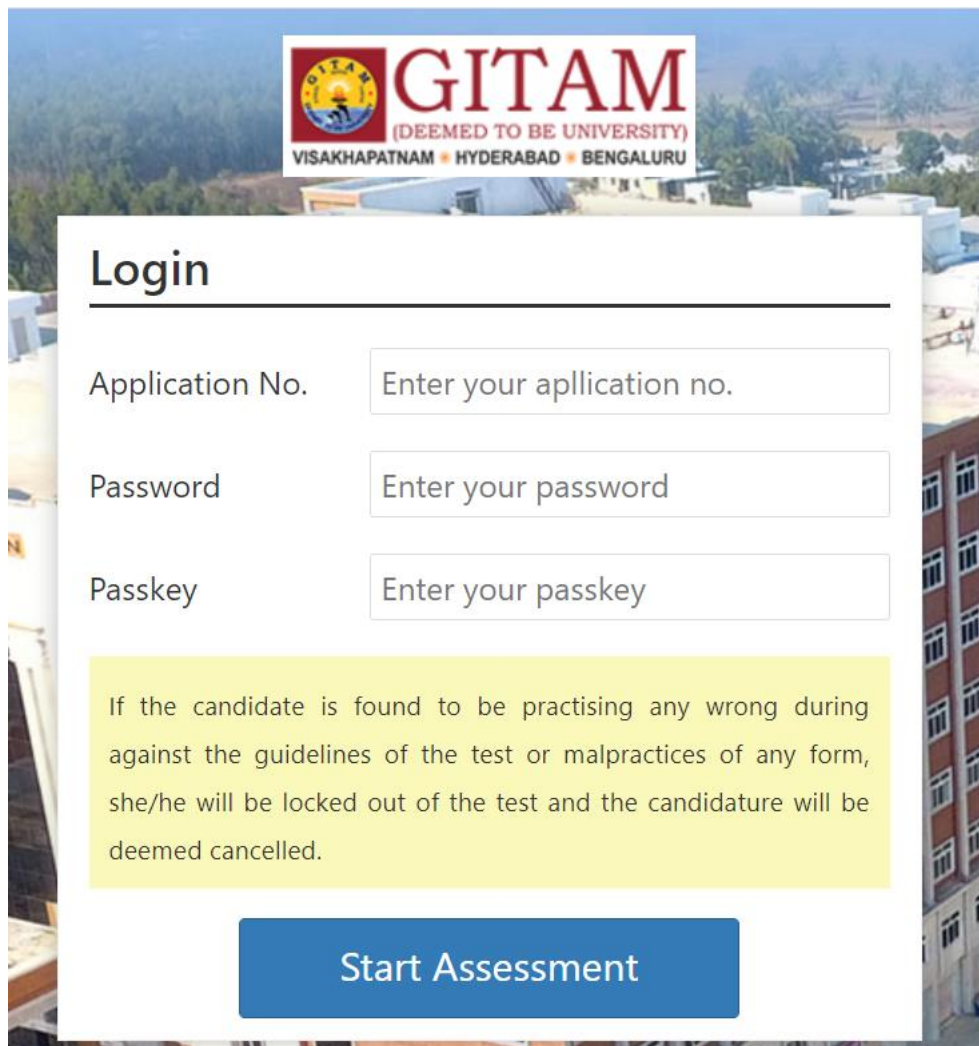
[www.cocubes.in/](http://www.cocubes.in/)  
Enter assessment url here

[Continue](#)

[Switch to Proctor Mode](#)

**Step 6** – In the next Page, enter the following details.

- Enter All the required details which you have received to your mobile/email
- Click on **Start Assessment**

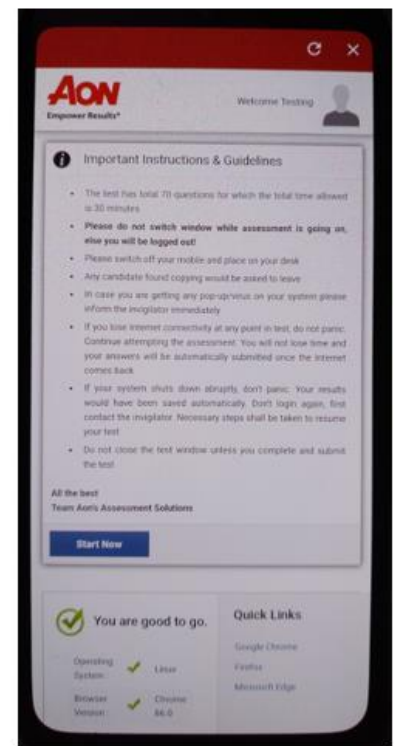
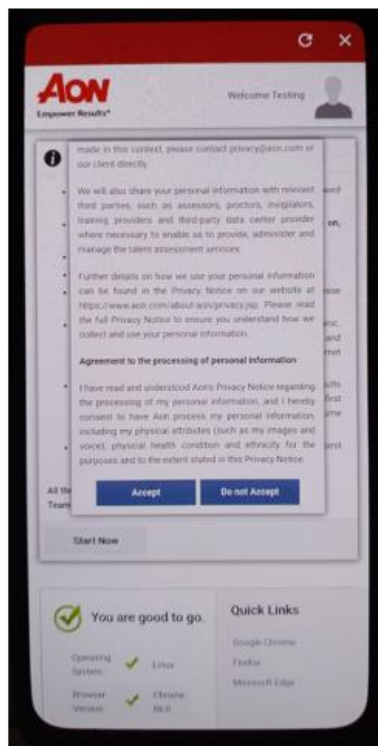
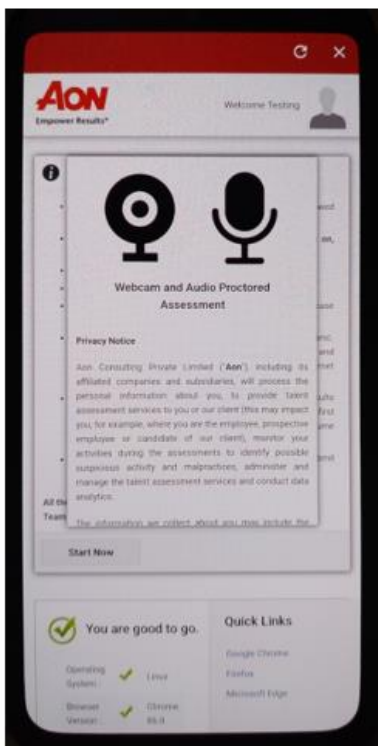


The screenshot shows the GITAM login interface. At the top, the GITAM logo and name are displayed. Below the logo, the text "(DEEMED TO BE UNIVERSITY)" and "(Estd. u/s 3 of the UGC Act, 1956)" are visible, followed by the locations "VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU". The main heading is "Login". There are three input fields: "Application No." with the placeholder "Enter your application no.", "Password" with the placeholder "Enter your password", and "Passkey" 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 form is a blue button labeled "Start Assessment".

Read the terms for online proctoring and Click on **“Accept”**.

After this step, the system does a check on the infrastructure of your system and displays a message as **“You are Good to Go”**

Click on **“Start Now”** button and proceed further.



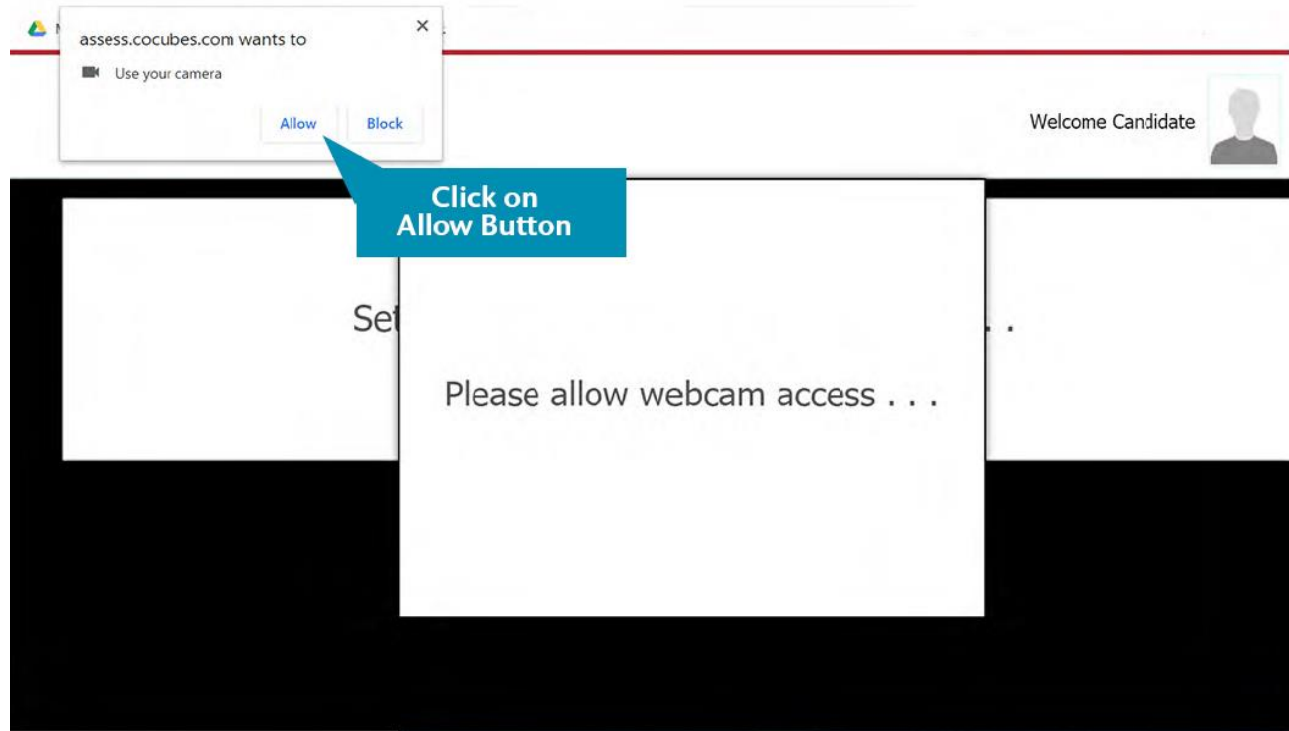
- If you click on **“Do Not Accept”**, you will not proceed further, and you are required to initiate the login process again



**GITAM**  
(DEEMED TO BE UNIVERSITY)  
(Estd. u/s 3 of the UGC Act, 1956)

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU

**Allow access to webcam or microphone if requested to do so in a pop up.**



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.



# GITAM

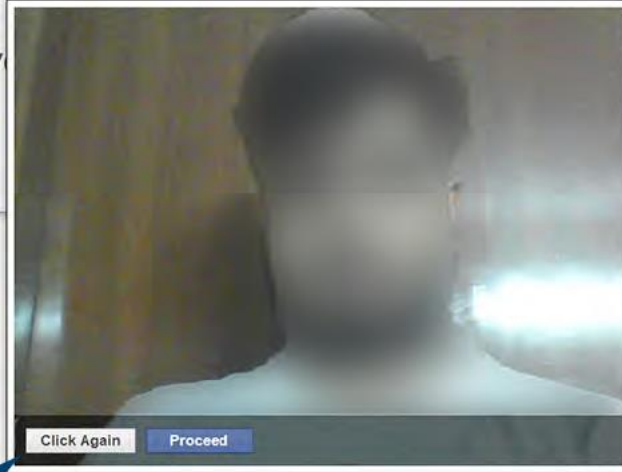
(DEEMED TO BE UNIVERSITY)

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

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU

Please adjust y

ter picture . . .

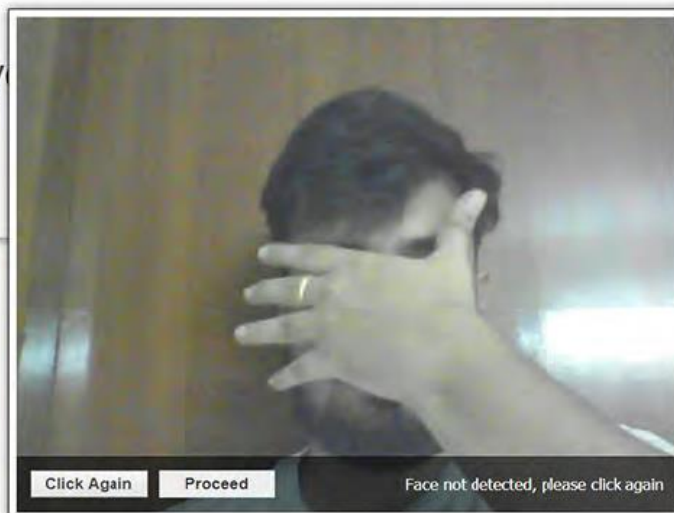


Click Here to  
Retake

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

Please adjust y

ter picture . . .



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





# GITAM

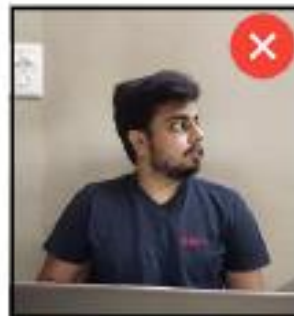
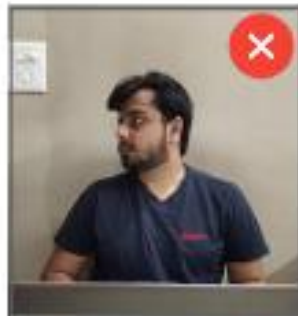
(DEEMED TO BE UNIVERSITY)

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

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU

## 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.



# GITAM

(DEEMED TO BE UNIVERSITY)

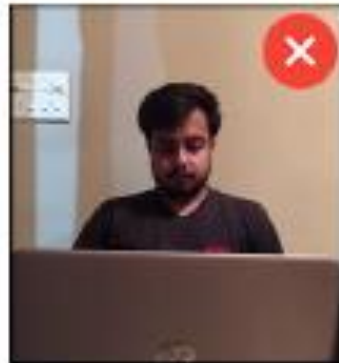
(Estd. u/s 3 of the UGC Act, 1956)

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU

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.





# GITAM

(DEEMED TO BE UNIVERSITY)

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

VISAKHAPATNAM ✨ HYDERABAD ✨ BENGALURU



- 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.



# GITAM

(DEEMED TO BE UNIVERSITY)

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

VISAKHAPATNAM ✪ HYDERABAD ✪ BENGALURU

## Important Instructions

- **Google Chrome** Should be Downloaded (*Be Sure to Update to the latest Version*)
- Important to have the **login credentials handy** as the tool will not allow you to access any application once its opened
- Allow Google Chrome to Give camera and Audio Access to CoCubes.com
- **Before every assessment**, please be sure to clear **Cache** in CoCubes Mobile App
  - Go to your phone settings
  - Navigate to “**Apps**” Option (*In some mobile it could be Apps & Permissions*)
  - Under “Manage Apps”, open CoCubes Secure Assessments app
  - 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

**For any further assistance, do reach out to**

**[gitamsupport@cocubes.com](mailto:gitamsupport@cocubes.com)**