NARULA INSTITUTE OF TECFHNOLOGY

TEST INSTRUCTIONS THROUGH

WEB VERSION

JIS Link – jis.myperfectice.com

●Before starting the TEST, please read the following:

<u>Important Note:</u>

1. Make sure you have good internet connection while starting the test and while submitting the test.
2. You will not be able to see the attempts, in the platform for this test.
3. **After your test you will see 0 attempts,** because we will hide your results and the college will publish it later on.
4. **Log in 30 minutes prior** to check the login credentials, the test will be visible from the starting time only.
5. Please do not change or open any new tabs while attempting the test.
6. Do not minimize the full screen mode, otherwise your test will be terminated after warnings.
7. You only have few limits, if you exceed and try to do these steps for cheating then your test will be terminated and we will not give you another chance.
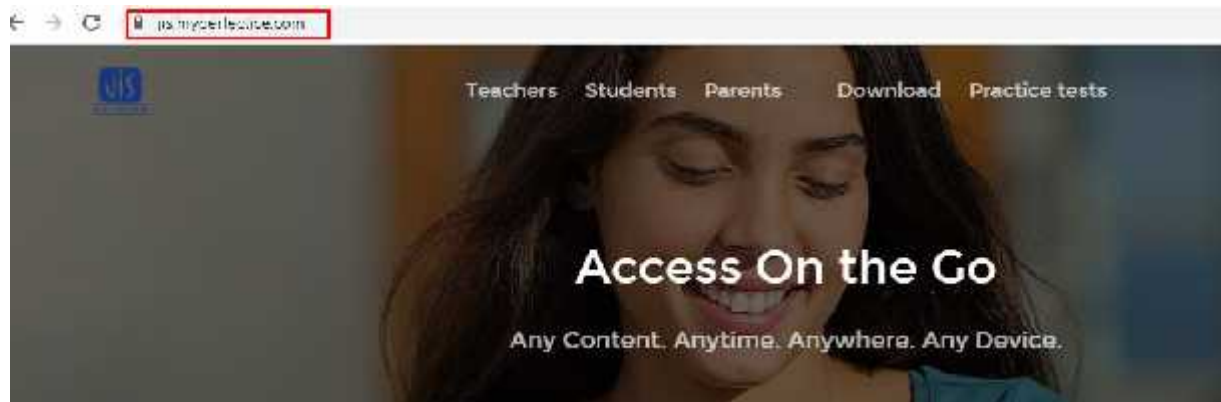
8. **Do not switch networks** (wifi or mobile data) or devices between the tests, once the test has started finish without any changes.
9. If you have given 1 attempt successfully then DO NOT go for next attempt.
10. **Clear the cache & cookies of the browser,** before starting the test.
11. Always **allow the CAMERA,** whenever the pop up appears.
12. Do not move out of the screen as all are being recorded and full video will be shared with the college.
13. You can use Chrome/Internet explorer/Firefox browser. But Chrome is preferable.

Camera Instructions:
14. Your laptop camera should work fine, else you cannot START the test.
15. Make sure your laptop camera is NOT connected with any other Camera Projecting Application.
16. Your web-browser should be **latest** must allow the platform to access the laptop camera.
17. Check your laptop -camera hardware settings and make sure it is working fine before taking the test.
18. Do not switch off the camera in between the test.

Step 1:

Go to Chrome and search with the URL '**jis.myperfectice.com**'

Step 2:

You will see the login button on the top right-hand side of your screen. Click on the login button.
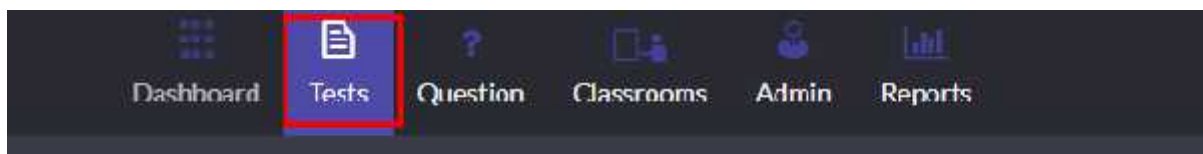
Step 3:

Login with your registered email or phone no.

Provide correct password.

Then click on 'Login'
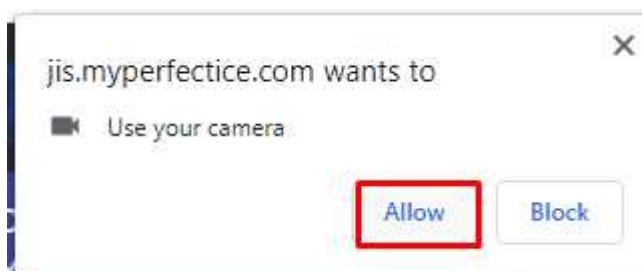
Step 4:

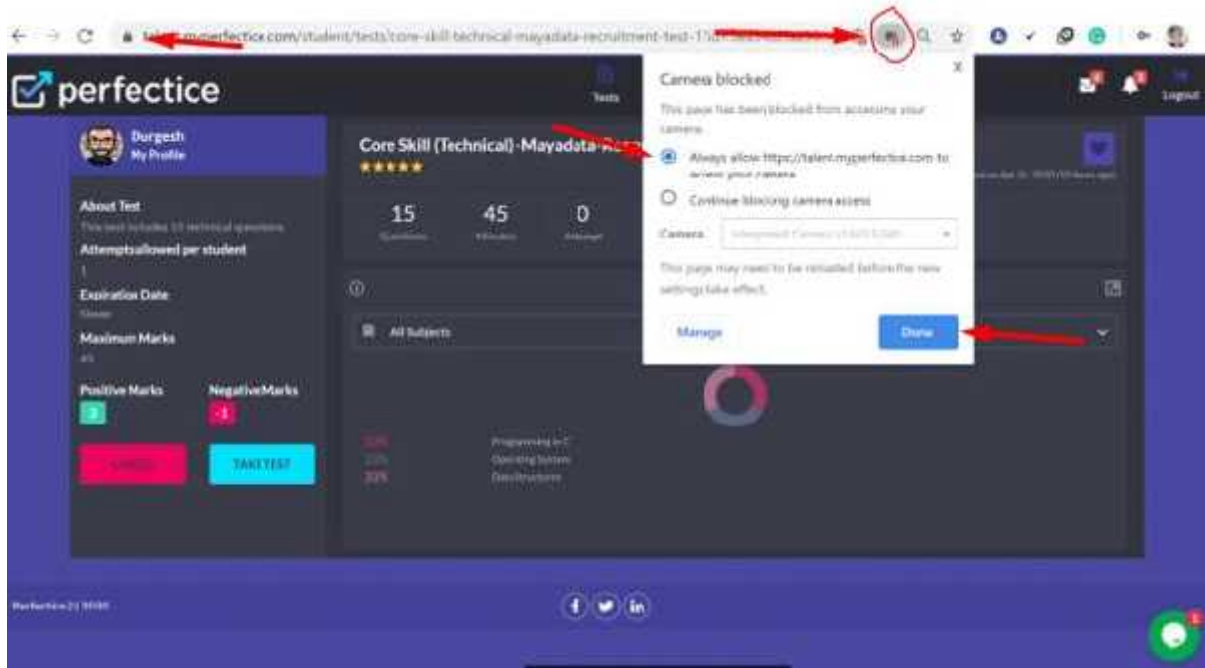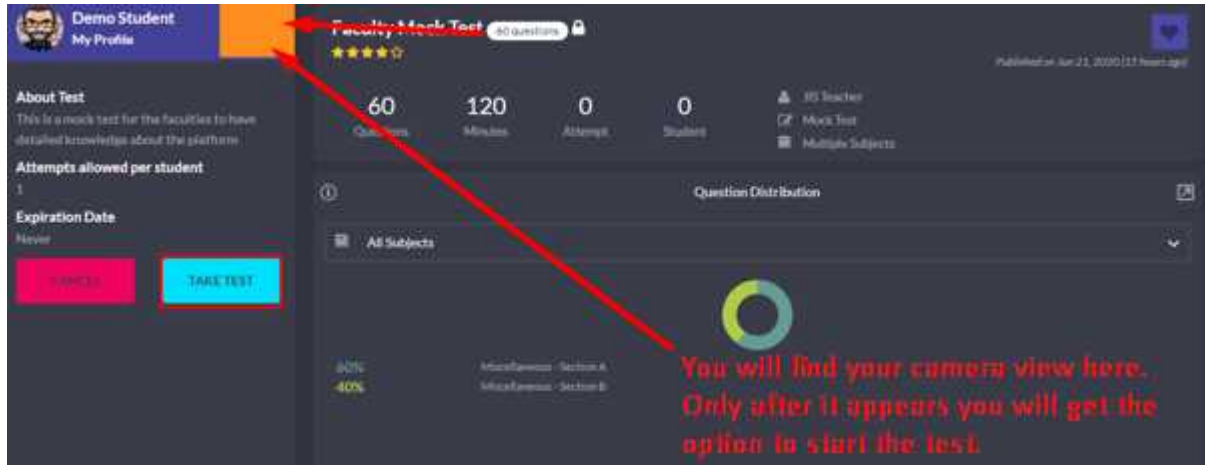Click on '**Tests**' tab.

Step 5:
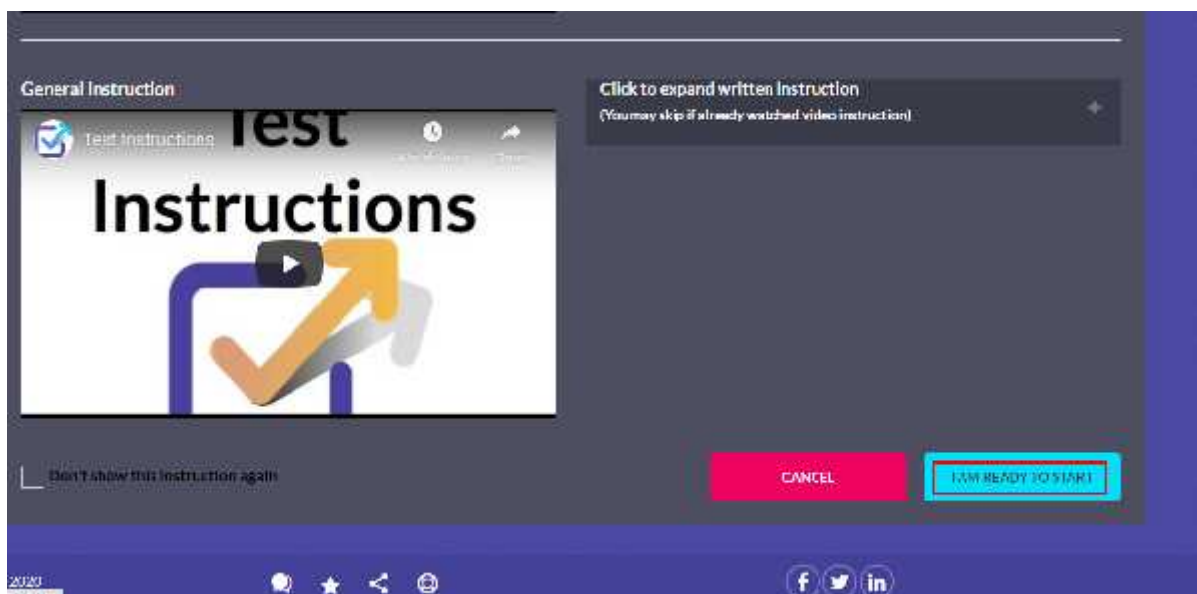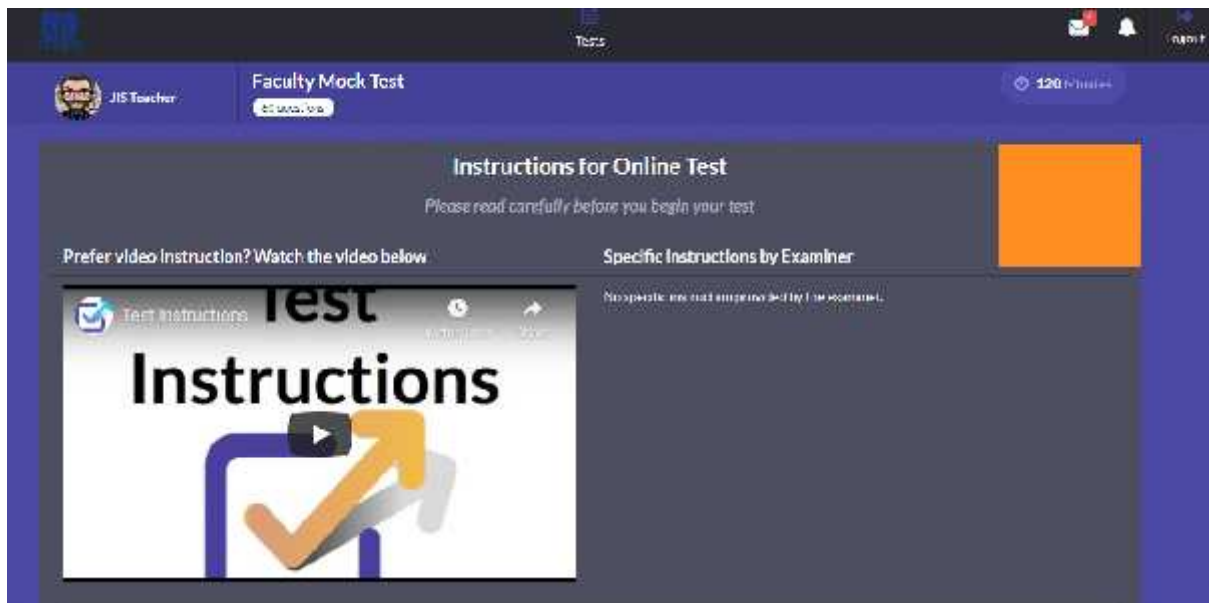
Click on the test name.

Step 6:

Click on the 'allow'.

Step 7:

Click on the '**Take Test**' tab.

Step 8:

Instruction page will be displayed with all the instructions. So read all the instructions carefully. Then click on '**I AM READY TO START**'

Step 9:

You will able to see the following things:

   1) Test name

   2) Time left for the test

   3) Question no.

   4) Marks contain in that particular question

   Keep your face inside the square box so that your face can be viewed on the screen.

Step 10:

On the left you can see following sections:

       1) Missed Questions

       2) Marked for Review

       3) Sections

Step 11:

By clicking on the section tab, questions will be displayed according to the sections

Step 12:

1) Read the questions thoroughly.

2) If instruction is provided then read the instruction by clicking on it.

3) Then click the option which you consider as correct.

Step 13:

 1) If you are having doubt in any question and want to review it afterwards then mark the question as '**MARK FOR REVIEW**'

2) After marking it for review, it will appear like this.

3) For example,

 As here we marked question no. 3 as 'Marked for Review'. So, it will not appear in 'Missed Question 'tab. But will be appear in 'Marked for Review' tab
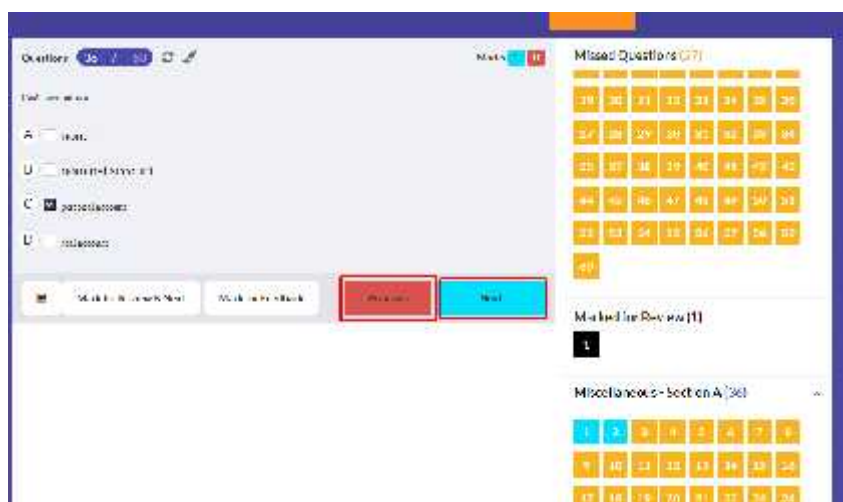
4) You can also remove review mark.

Step 14:

In the section colors indicated the following things:

1) Color blue =already attempted

2) Color yellow=not yet attempted /or missed question.

3) Color black=marked for review

Step15:

1) By clicking on 'Previous' tab, you can go to your previous question.

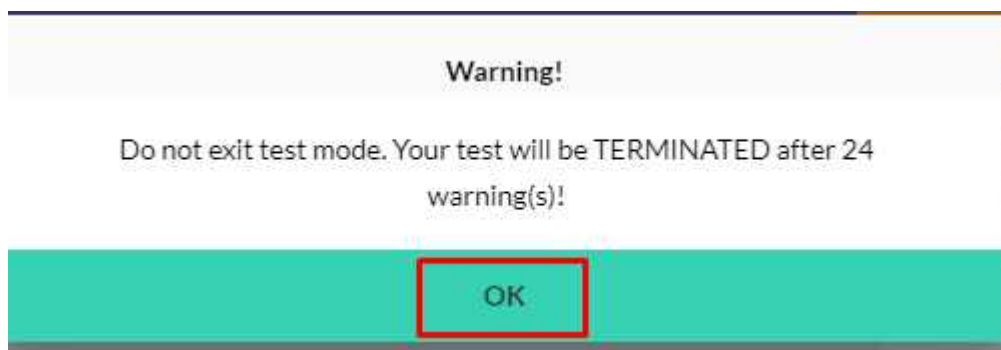2) By Clicking on 'Next' tab, you can go to your next question.

Step 16:

During the test you can receive the **warning message** for the following:
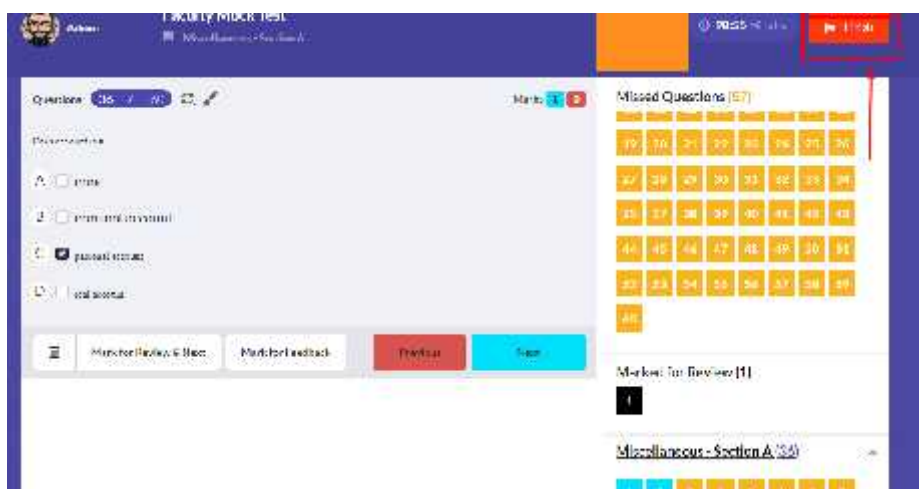
> 1) If you get any phone call.

> 2) If you receive any notification from any app

> 3) Opening or using other tabs, etc.
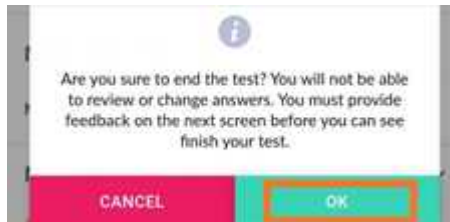
> Then click on 'OK' to continue the test.

Step 17:

After completing click on '**Finish**' button.

Step 18:

After clicking on the **submit button** you will receive the following message. So, click on '**OK**'

Step 19:

If the test is attempted successfully, then the test will appear with 'attempted' symbol.