

**Deccan Education Society's**  
**Brihan Maharashtra College of Commerce**  
**(Autonomous)**  
**Online Test for Students**

**It is very important for all the students to follow the instructions given for below before appearing for online examination.**

**Checklist/Requirements**

- Must have an active, stable and **high-speed internet connectivity**.
- Make sure **mobile/laptop is fully charged**. Power bank for mobile or UPS/Inverter for laptop/desktop should be available for uninterrupted power supply.
- Students should have **sufficient data in FUP plan of service provider**.
- If using mobile phone, it should be in **minimum 3G coverage with at least 500 MB balance data**.
- **Close all browsers/tabs before starting the Online Test**.
- Once the test starts, **do not switch to any other window**. On doing so, your attempt may be **considered as malpractice and your test may get terminated**.
- To avoid unwanted pop-ups, use of Ad Blocker is recommended.
- **Clear browser cache memory on mobile and laptops**. Clear browsing history and delete temp files.

**Notes:**

- Students are recommended to **use web browser such as Mozilla and Chrome browsers** etc. on a desktop/laptop/tab/smart phone.
  - **Do not use the back button or close button/icon** to go back to previous page or to close the screen.
  - To login into Online Test portal, **you need to have Login Id in Mastersoft**.
  - It is advised to login **10 minutes prior to test** start time.
  - Ensure the time of test as **late joining will not be allowed**.
  - Students can submit the test before timer expires. **If timer expires, test will be submitted automatically**.
  - For any technical queries/difficulties, immediately mail with proper screen shot and student's details on **Email ID [exam.bmcc2020@despune.org](mailto:exam.bmcc2020@despune.org)** (help desk will be there **during your final MCQ exam where in if any problem arises during your exam that will get solved**. The phone number relating to help desk will be provided to you after the mock test on the website)
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## **DO's & Don't**

- **No breaks allowed during test.** Session may get terminated on grounds of idle time.
- No one other than **student should be present.**
- Students **must agree for recording the test session for monitoring purpose.**
- Students **must agree to the Candidate Rules which appearing** at the start of the test.
- Not agreeing to the mentioned Candidate Rules Agreement, may result in cancellation of test till further investigation.

## **Instruction for your Online Mock Test:**

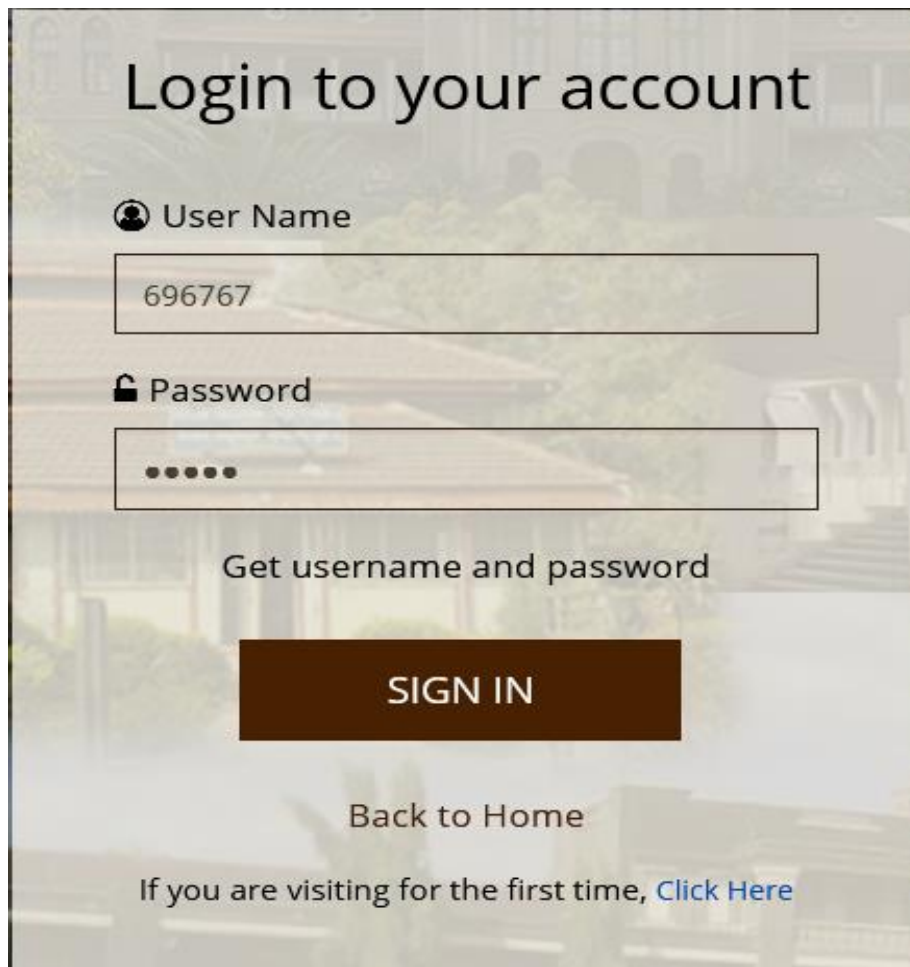
- **Online Mock Test will be conducted for all the subjects.** Timetable relating to this has already been uploaded on the website.
- Students are informed to give mock test for all the subject, so that you get hands-on-experience before appearing for final online test.
- Before giving your mock test verify from your login whether all the subject has been assigned to you or not. If not contact on the below given phone numbers.
- **Any query arises during the mock test kindly mail on [exam.bmcc2020@despune.org](mailto:exam.bmcc2020@despune.org) or contact on:**

**For TYBCOM= 020-67656220, MCOM = 02067656200, BBA/BCA/PGDIB/PGDIF = 020-67656216/15**

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## To Start the Test:

- Type the specified URL in address bar.
- Press Enter, following screen is displayed.



Login to your account

User Name

696767

Password

.....

Get username and password

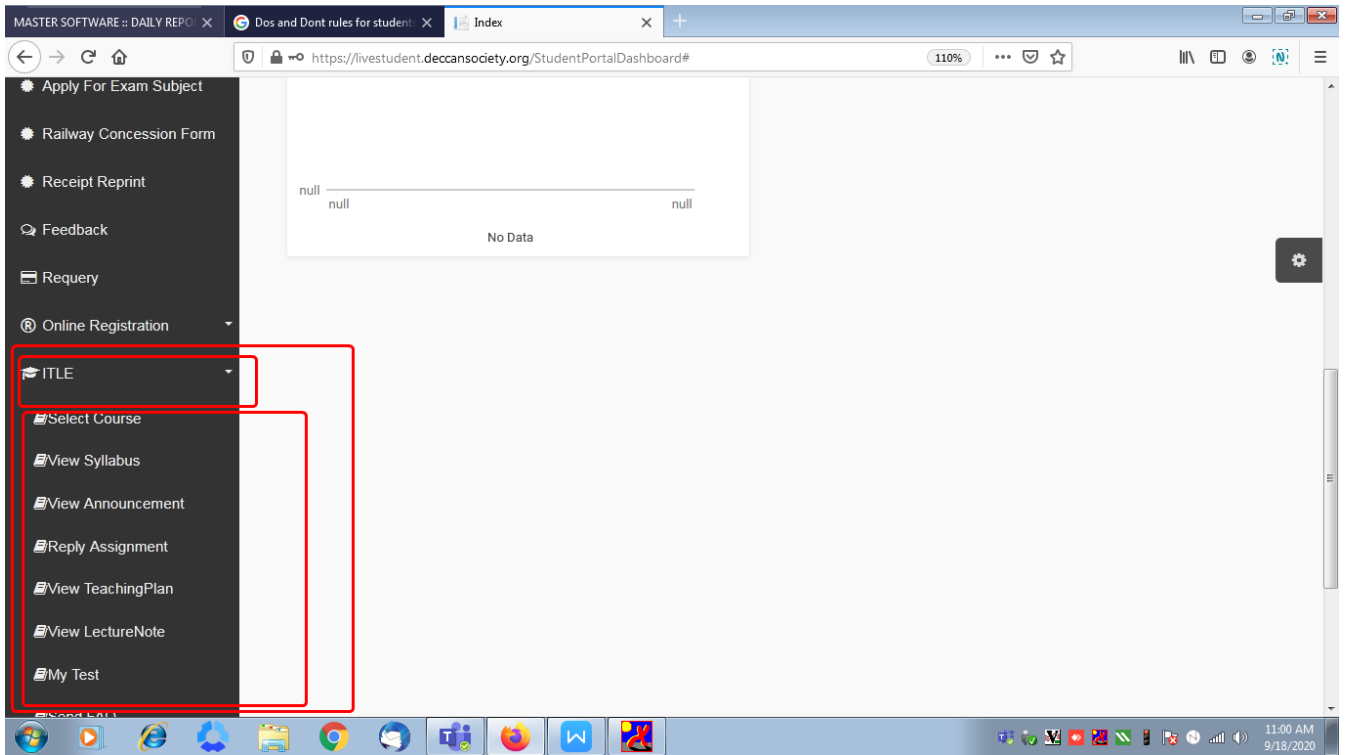
**SIGN IN**

Back to Home

If you are visiting for the first time, [Click Here](#)

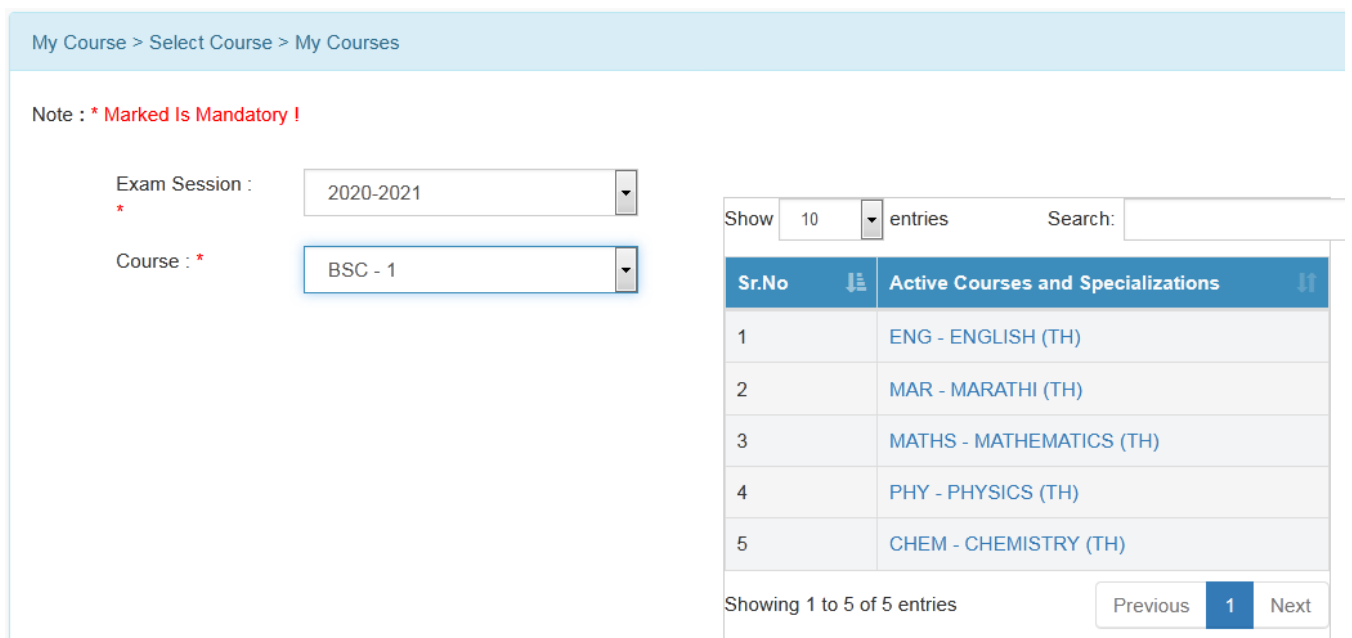
### **Login Screen**

- Enter your login and password.
  - Click on **SIGN IN**, following screen is displayed.
  - On the left hand side, various menus are given.
  - Click on ITLE menu, it expands the menu showing sub-menus/pages under ITLE menu.
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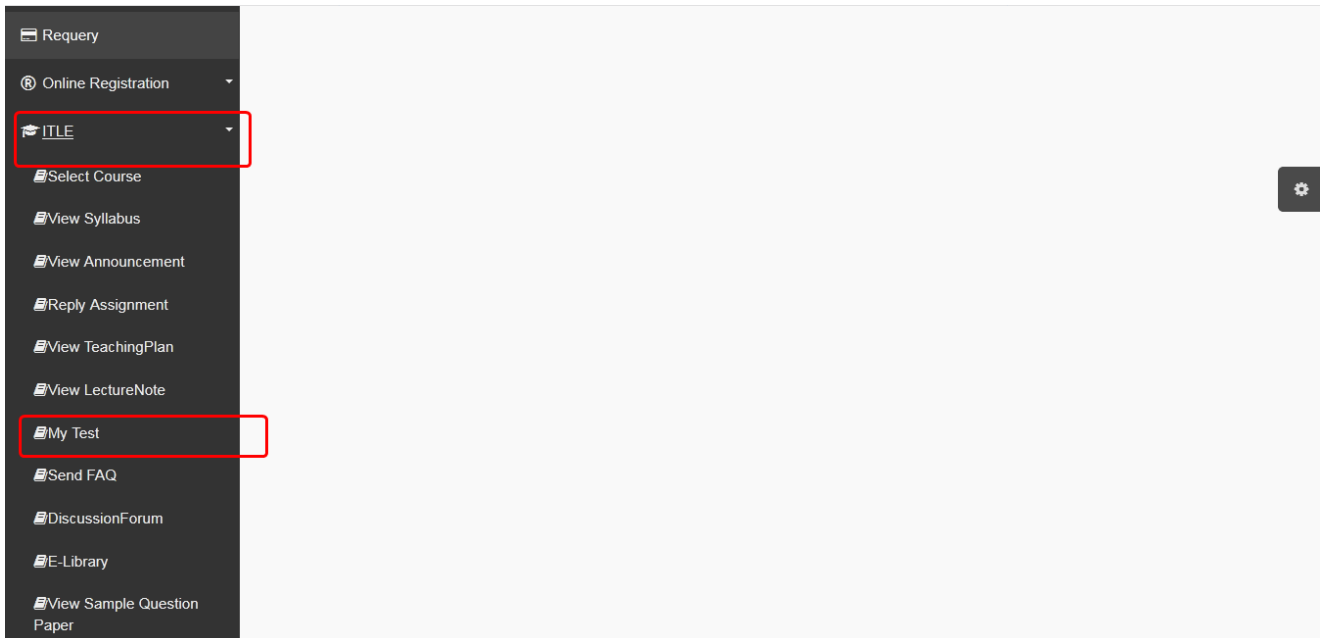
### ITLE Menu and its Sub Menus/Pages

- Click on **Select Course** page.
- Screen is displayed with fields - List of Session and Course.
- Select the relevant Session and Course.
- On selection of course, subjects are displayed on right hand side.



### Selection of Session and Course

- Click on the relevant subject for which you want to appear for the test.
- After selecting the subject, click on **My Test** page from left hand side.



### My Test on Left Side

- On click of **My Test**, a screen is displayed showing test details such as Test Name, Start Time, End Time and Duration of Test.

A screenshot of the 'My Test' page. The breadcrumb is 'Itile &gt; My Test' and the page title is '2020-2021 : BSC - 1 : ENG - ENGLISH (TH)'. There is a 'BACK TO WORK AREA' link. Below are tabs for 'REGULAR' and 'RESCHEDULE'. A section titled 'Available Exams' contains a table with one entry: 'MCQ Test 5' with 'OBJECTIVE' test type. The entry shows start time (12:00:00 AM), duration (180 min), and date (18-Sep-2020 To 30-Sep-2020). A 'Start Test' button is present. The table has columns for 'EXAMS', 'TEST TYPE', and a third column with a 'Start Test' button. Below the table, it says 'Showing 1 to 1 of 1 entries' and has 'Previous', '1', and 'Next' navigation options.

### Test Details

- Click on < **Start Test** >
- A page with instructions is displayed. Read the instructions carefully.

[BACK TO WORK AREA](#)

REGULAR

RESCHEDULE

**INSTRUCTION FOR THE TEST (MCQ Test 5)**

- 1) Read the instructions carefully before starting the test.
- 2) You have 03:00 hrs to complete the test.
- 3) The test contains a total of 8 questions.
- 4) Do not use Dictionaries, Calculators : No calculator (separate or with watch), Log tables or any other printed/online reference material during the test.
- 5) Do not Close/ Refresh/ LogOut the browser window once you have started the test.
- 6) ~~Do not use any other browser window or application while the test is running.~~

Best of Luck for your Exam

Back

I am ready to begin

- Click on < **I am ready to begin** >, confirmation message is displayed.
- Click on < **OK** > to start the test.

There are 6 buttons on test page.

- 1) < **Save & Next** > - Click on this button to save the answer. It redirects you to next question. Colour of button given on right side will be changed, indicating question is attempted.
  - 2) < **Clear** > - Click on this button to clear the selection.
  - 3) < **Skip** > - Click on this button to skip the question. Colour of button given on right side will be changed, indicating question is skipped.
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Objective Test Calculator

2 marks

Q.No : 5

AA

1) CC

2) AA

3) DD

4) BB

ABHINAV A

Color Changed According to Color of Button You Clicked

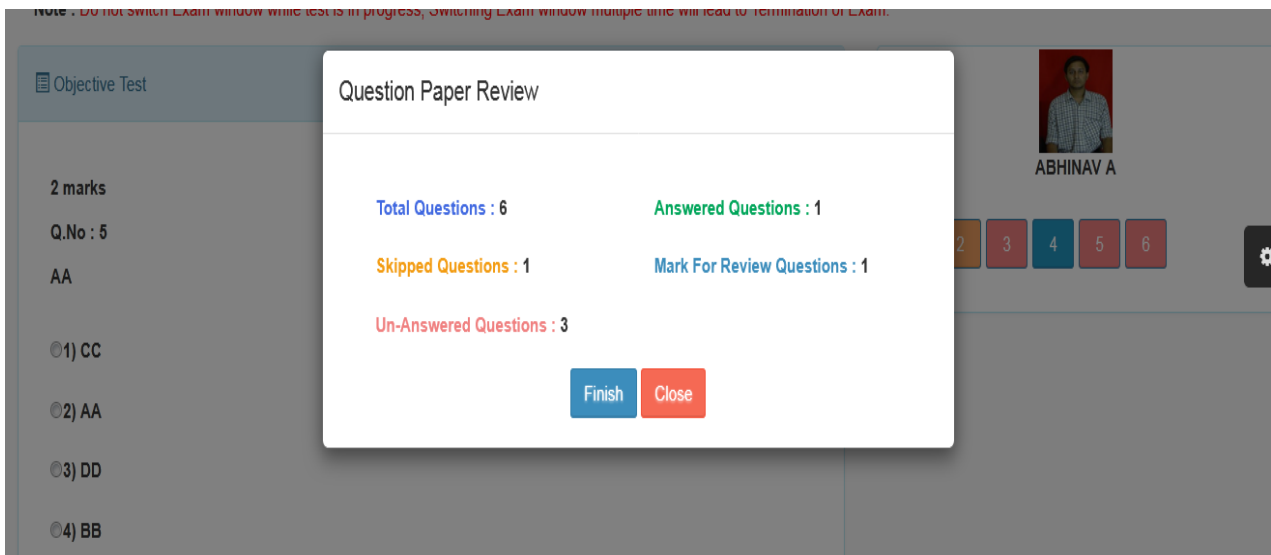
1 2 3 4 5 6

Back Save & Next Clear Skip Mark For Review Review & Submit

Your Review and Submit Button will be Activated after 00:05:00 min of Starting Test

**Appearing For Test**

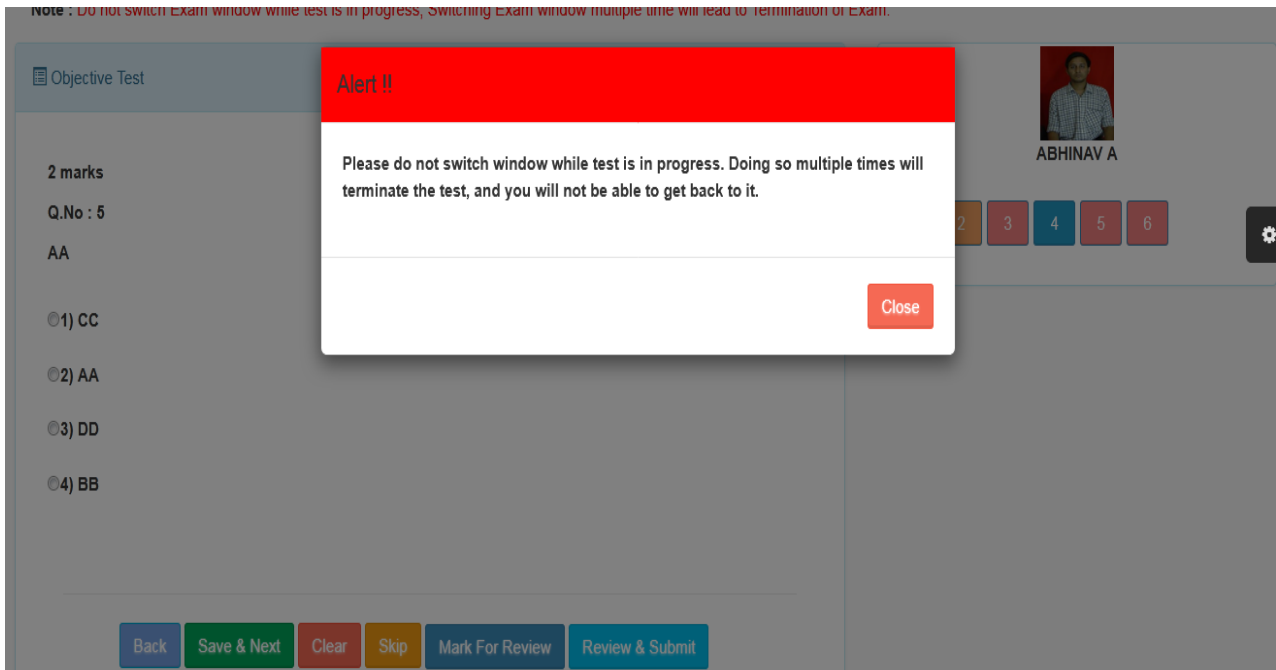
- 4) < **Mark For Review** > - On click of this button, review can be taken before submitting the test. Colour of button given on right side will be changed, indicating question is marked for review.
- 5) < **Back** > - On click of this button, it redirects to previous question.
- 6) If you are attempting the question sequentially, but you want to attempt the particular question randomly, then click on desired question number shown on right side. It redirects you to attempt that particular question.
- 7) < **Review & Submit** > - On click of this button, its displays the screen to review test. Refer following screen.



### Question Paper Review

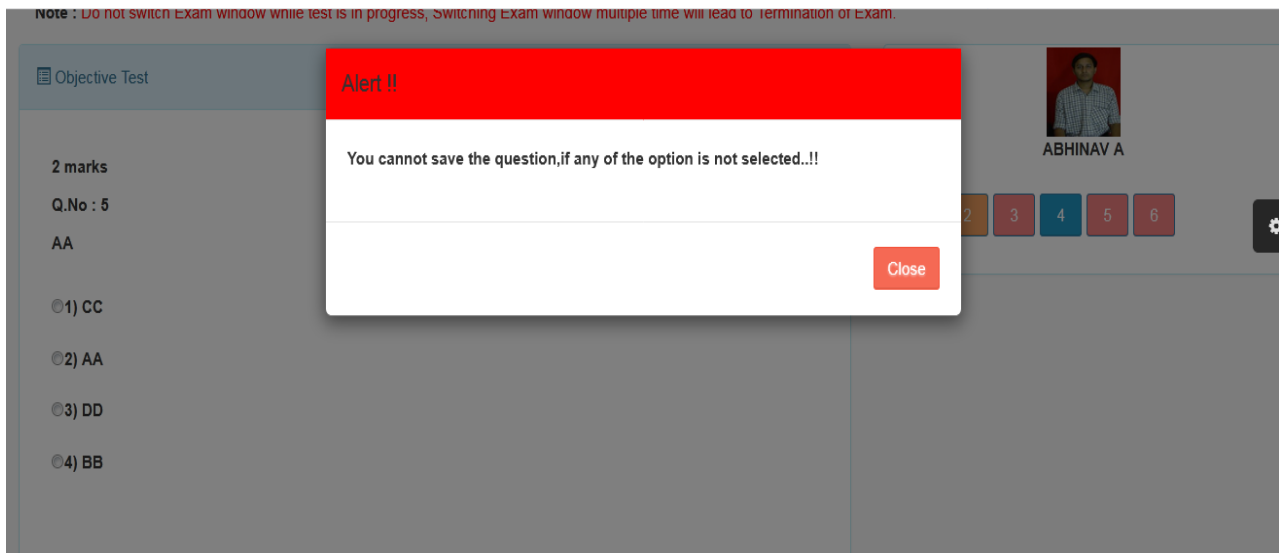
- Click on < **Finish** > button, confirmation message is displayed.
- Click on < **OK** > to submit the test
- Now, you will not be able to make any change.
- In case of malpracticing during online test, it gives an alert about not to switch to other windows. If student malpractices multiple times, test will be terminated with showing result according to the attempted question.





### Alert on Malpracticing

- If student has not selected any option and directly clicked on **< Save & Next >** button, following alert will be given.



### Alert on Not Selecting Option and Direct Click on **< Save & Next >**