

Shivaji University, Kolhapur
Examination Section
Circular

Important Instructions for Online M.B.A.

1. Candidates should verify their seat number, exam schedule and subjects on the admit card (hall ticket) before the exam. Also, the instructions updated on the university website should be observed from time to time. Candidates should take a printout of the hall ticket and keep it with them.
2. It should be noted that the use of any kind of book notes, notebooks, mobile phones, scientific calculators, digital diaries or similar devices while giving the online examination is prohibited.
3. Online examinees should ensure good quality internet connection for the examination and close all other portals except the online examination portal and close Instant Messaging Tools (Skype, AIM, MSN Messenger, Any desk, TeamViewer) and e-mail programs.
4. Online examinees should not minimize the exam portal webpage during the exam.
5. Ensure that the laptop/desktop is fully charged and continues power supply is must.
6. The facility of shadow copy and revaluation will not be available for Multiple Choice Question (MCQ) examinations conducted through online mode.
7. No other person shall be present around the examinee during the examination.
8. There must be adequate lighting while giving the exam online.
9. After login by the examinee, the concerned students should verify the information therein.
10. Students appearing for the online examination shall make sure that their Desktop's or Laptop's Operating System is up-to-date, including the webcam.
11. Candidates should not accept any external phone calls on their mobiles while conducting the online examination.

12. Do not try to open/search other apps or browsers during the exam. A note of this movement will be recorded in the software.
13. Updates of antivirus windows, notifications, alerts should be enabled.
14. If you log out for any reason during the exam time, you can login again using your previous login and password credentials.
15. No break can be taken during the examination for any reason.
16. Video guidance regarding examination is available on the university website and candidates should watch it.
17. In case of any query regarding Questions, the students should submit their complaint along with relevant proofs / appropriate documents to Asst Registrar (Appointment Section), Shivaji University via email on appointment.a@unishivaji.ac.in within 3 Days from the date of examination held.
18. In case of Any attempt of malpractice / misconduct in examination, the disciplinary action as per university rules , regulations will be initiated against the examinee.

Note : - Students are required to follow any updated rules as they are introduced time to time.



Director

Board of Examinations and Evaluation

Reference No: Shivaji University/On Exam/434

Date: 24/09/2024

Copy to: -

- 1) Hon. Director, Centre for Distance and Online Education.
- 2) Hon. Deputy Registrar/Asst. Registrar/Coordinator-All Concerned Departments.
- 3) Co-ordinator, Internet Room for publicity on website.

Dear Learner,

Welcome to Shivaji University!

Please find below your examination login credentials.

Username - {xxxxxxxxxxx}

Password - {xxxxxxxxxxx}

Download the Exam application from the below provided link.

App Link: <https://d1bwoyukn45wko.cloudfront.net/QurioV3.exe>

Note:

1. Please uninstall any previous application and install the new one from the above link.
2. The Application is only supported by Windows.

Steps-

1. Open the Exam Application (**QURIO Client**)
2. Read the Instructions and Click on **"Next"** button
3. Read the System Requirements and Click on **"Next"** button
4. Enter the provided **Username & Password** to Login
5. Capture your **Live Face Photo** in 1st camera window
6. Capture your **ID Proof Photo** in 2nd camera window
7. Click **"Next"** button to Proceed

After Clicking on Next button, the student will get redirected to the Examination page, wherein the Candidate has to click on **"Proceed"** button to start with the exam.

NOTE: To start the exam, click on **"Attempt Exam Now"** button (The **"Attempt Exam Now"** button will only appear on the screen at the scheduled exam time)

Please find below the minimum infrastructure requirements and steps to install the proctored platform and attempt your exams.

Minimum Infrastructure Requirements

- Windows 8 or Windows 10 PC only, i3 Processor, Minimum 4GB RAM.
- Functioning camera, microphone and speakers.

- Uninterrupted Internet connectivity
- If individual student location- Standard 4G bandwidth (10 MBPS)
- If Centre based- 20 MBPS among 50 students
- Application installed on the laptop
- Sufficient light illuminating the student

System Configuration

- Please uninstall ANY DESK / TEAMVIEWER / SCREEN RECORDER or any other screen recording Software / Apps. Application will not work if such apps/software are installed.
- Once these apps are uninstalled, please reinstall the Qurio App again.
- Check the app for permissions & re-login
- No Third-Party Camera Application
- Uninstall Anti-Virus, If Present

THANK YOU

CAMERA SETTINGS GUIDELINES

Minimum Infrastructure Requirements

- **Windows 8 or Windows 10** PC only, **i3 Processor**, Minimum **4GB RAM**.
- Functioning camera, microphone and speakers.
- Uninterrupted Internet connectivity

If individual student location - Standard 4G bandwidth(2MBPS)

If Centre based - 10 MBPS among 50 students

- Application installed on the laptop
- Sufficient light illuminating the student.

CAMERA SETTINGS

Camera Settings & Guidelines:

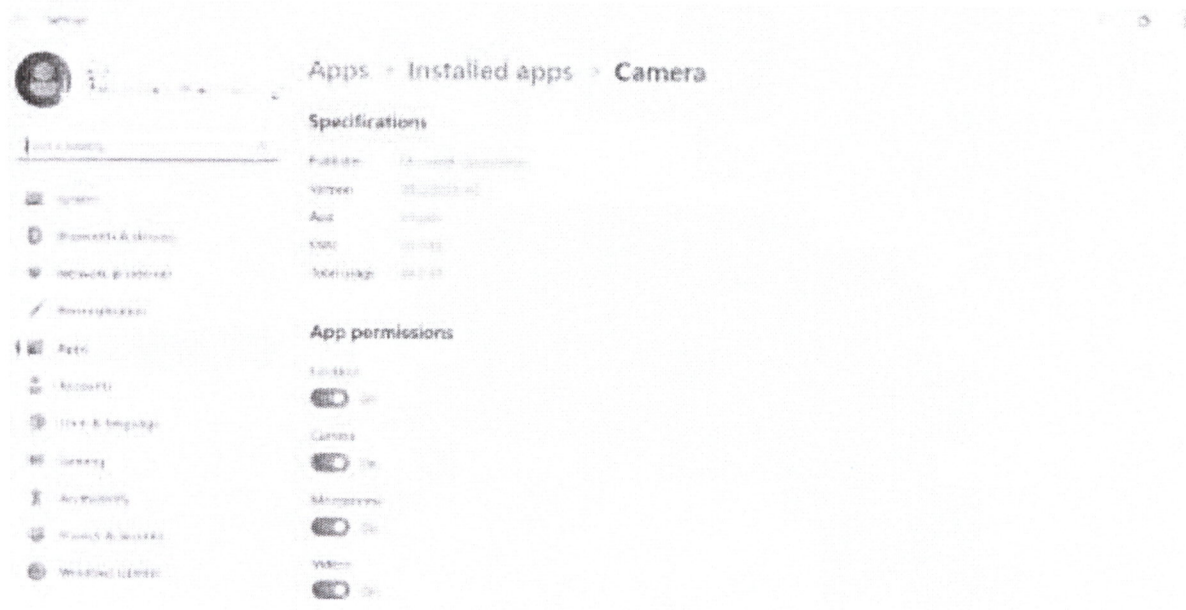
1. Please uninstall **ANY DESK / TEAMVIEWER / SCREEN RECORDER** or any other screen recording Softwares / Apps. Application will not work if such apps/softwares are installed.
2. Once these apps are uninstalled, please reinstall the Qurio App again.
3. Check the app for permissions & re-login.

Steps & Screenshots for Camera permissions:

- 1) Click on windows key >> Search for Camera >> Right click and

click on **App settings**.

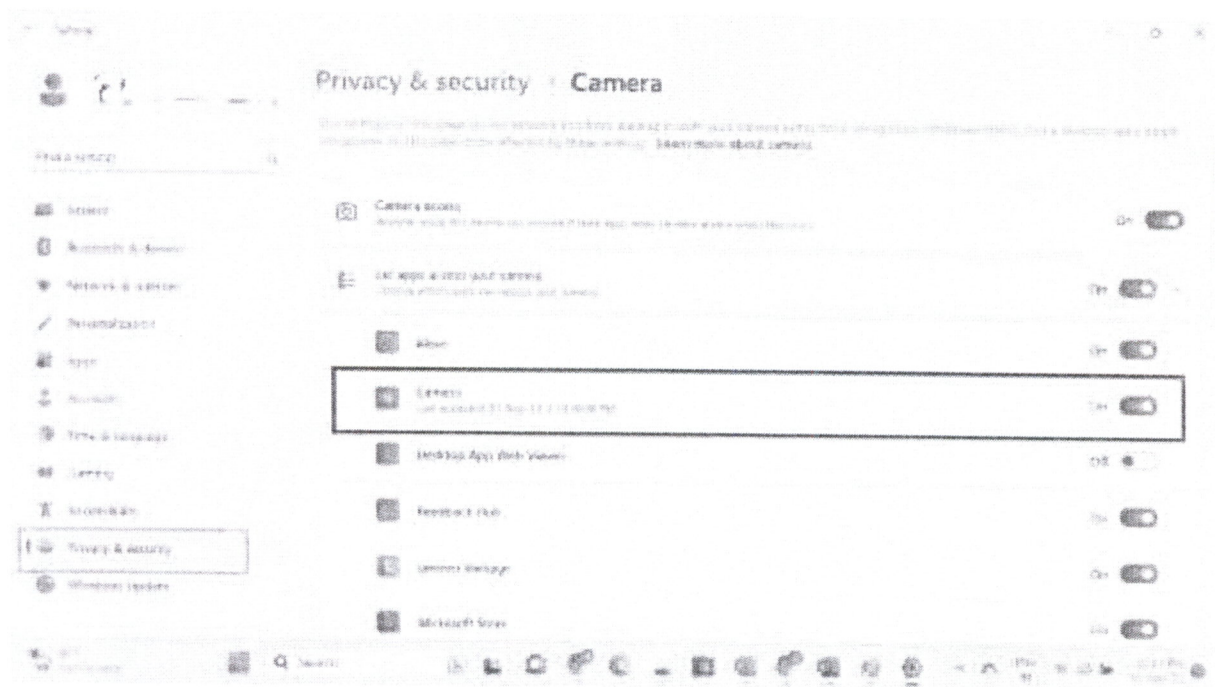
Refer the screenshot & check all permissions are given.



CAMERA SETTINGS GUIDELINES

1) Click on windows key >> Search for **Privacy Settings** and click >> Select **Privacy & Security** >> Under **App permission** – select **Camera**.

Refer to the screenshot to enable the camera.



Note: If you are still having trouble opening the Exam application, make sure your drivers are updated.

Thanks & Regards,

Exam Support Team.