



Date: 8.7.2021

### Instructions to Students

All the students who are appearing for Online Examination July-2021 are hereby informed that it is required to keep camera on during the Online Examination. If camera is off or some thing which is seriously observed during the examination his or her examination shall be rescheduled and should be conducted in Shri Bhagubhai Mafatlal Polytechnic on the same day and screen photos will be taken after every 30 second.

The online supervisor sends the warning message to the examinee through chat box in case of suspicious behaviour of examinee is noticed. Student should note that the following some typical suspicious behaviour with corresponding warnings is as under:

Sr No	Suspicious Action	Template of Warning
1	Poor visibility of student due to bad or improper light	You are not visible properly. Adjust you position such that adequate light falls on your face. If you do not comply, you will be booked for malpractice.
2	Examinee not present before the screen	You have moved away from screen of your device. Repeat of such action will lead to registering of malpractice case against you.
3	The person present in front of examination screen changes in between	Examinee is impersonated by other person. A malpractice case is being registered against you.
4	Examinee seen with additional communication device (Mobile/ Tablet) while giving online examination	You appear access information while giving online examination. Repeat of such action will lead to registering of malpractice case against you.
5	Additional person appears along with examinee	You are taking help of other person for your online examination. Repeat of such action will lead to registering of malpractice against you.
6	Examinee seen referring to book/notes/reference material	You are copying during examination. Repeat of such action will lead to registering of malpractice case against you.
7	Examinee seen talking	You are talking during the examination Repeat of such action will lead to registering of malpractice case against you.
8	Examinee`s online examination is interrupted frequently	You are interrupting online examination intentionally to search answers. Repeat of such action will lead to registering of malpractice case against you.
9	Examinee appears to frequently looking away from screen	You appear to get help from other sources during examination. Repeat of such action will lead to registering of malpractice case against you.

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