

VIDYARTHI VIGYAN MANTHAN 2017-18

INSTRUCTIONS TO STUDENTS FOR VVM EXAM

Read the instructions very carefully and follow them strictly for successful completion

01. Registered school is the examination center. Kindly be present in School before 10.00am.
02. Download the latest version of App on 25th morning and make sure that the student is able to login to the App. This has to be ensured before coming to the exam hall.
03. Start APP after 10.30 am and Login into the device using your respective Username and Password.
04. Log in credentials are available with you. If not ask your exam coordinator for same.
05. OTP/PIN will be available with your school teacher and they will enter OTP/PIN on your device.
06. Exam will start at 11.00 am sharp and end at 01:00pm. You will be able to view the question papers in the language for which you have registered/enrolled i.e. Junior or Senior.
07. *Colors And their Meaning: ● Red- Answer not submitted & ● Green- Answer Submitted.*
08. You are answering the exams in a secure window, where cut, copy, paste etc. are disabled. DO NOT attempt anything other than answering questions.
09. Please make sure that the answer choice is properly selected before moving on to the next question.
10. Students should not reuse the mobile used by another student for taking the exam.
11. Finally click the Submit all and finish button to finish your exam.
12. Organizers will not be responsible for any lack of time and its losses.
13. Student must keep track of time it is your responsibility.
14. Keep 20 minutes strictly reserved for verification, confirmations and problem resolution.
15. Entire exam requires only two hours, so do not appear late.
16. Extra exam attempt (time scribe) will not be provided if ...
 - a. Students fail to appear for exam within specified timings
 - b. Student ignores instructions and rules
 - c. Student face power failure problems
17. We have placed all the instructions and exam login credentials, exam login URL / Links, updated APP etc in www.vvm.org.in with related instructions.
18. On VVM exam APP please check all fields are filled properly.
19. All our exam servers and backup server will be active for exam period, if any problem persists; it means there is problem in your device, setting, internet. If any student lack in sufficient device knowledge please consult with your coordinator.
20. Do not copy answers from your study material or from friends' device.
21. For rough work you may use blank papers. The Rough Sheet must be handed over to the coordinator once the examination is over.
22. We have tested all the Login credentials before sending it. Avoid any login credentials typing mistake like- Don't use extra space before or after key, check Upper Case or Lower Case letters, Special Characters etc.
23. Always CLEAR SPAM / JUNK / BULK folder etc. in case of Windows OS.

24. Keep sufficient power / electricity back-up. The organizers are not responsible for any electricity power failure, so arrange backup solutions like UPS, Inverter, Generator, power bank or Laptop/notebooks must be fully charged having sufficient backup time during exam.
25. Use faster, reliable and continued internet connection. Do not use internet connection which frequently disconnect or having any other issues.
26. Language of the exam once selected cannot be changed.
27. The examination will consist of only Objective type (multiple choice) questions requiring students to click their correct choice of alternatives against the related question number.
28. No negative marking for wrong answers.
29. The coordinator will issue instructions regarding the conduct of the examination before the test starts.
30. Students may ask the coordinator their doubts or queries only before the commencement of the examination. No query shall be entertained after the commencement of the examination.
31. Student can select question sequence as per his/her choice. If want, he/she can navigate through questions ahead.
32. After questions are attempted, students must click on "**Preview & Submit**" button at the bottom of the question paper to submit the paper.
33. Students can make changes in their choice of alternative only before clicking the "**Submit**" button on "**Preview Page**".
34. Student can re-visit the question and may change his/her choice if desires so. Later answer will be stored and treated as final
35. To re-check answers, after attempting all questions, click -on the ">>>>" button. If candidates want to attempt un-attempted questions or review attempted questions, they may do so.
36. Once '**Preview and Submit**' button is clicked, the serial number of un-attempted and attempted questions will appear on the screen. Clicking the respective question number will take candidates to that specific question on the question paper page.
37. For on-line examination, only one question will be displayed on the screen at a time. For moving to the next question, click-on "**next**" at the bottom of the screen.
38. In case of power or any other failure at particular device, his/her examination will resume from point forward. Do not panic.
39. If any interruption occurs, the exam will be saved on point of time automatically. It will resume from the point of forward. Unsolved questions by the students may be swapped. **Student will get his remaining time for examination.**
40. Do not reset / switch off your device at your own.
41. Do not press '**end**' unless you are sure that you have really finished and do not want to attempt more. Once you '**end**', your login will be invalid and your chance for the examination for the subject will be over.
42. List of selected students will be displayed on vvm.org.in from 26th December 2017.

If you read all the instructions very carefully, then you will not face any issue during your exam. All the Best.