Students should select the noise free environment with proper lighting.
The device used for the examination should be muted for calls and notifications.
Download PDF scanner in your device like Doc scanner, Adobe Scanner etc. Make sure that your scanned pages are continuously saved as PDF file as a single document.
Ensure all the history, cookies and cache deleted. For eg. if you are using chrome as browser you can follow the below instructions:

**In Chrome**

1. On your computer, open Chrome.
2. At the top right, click More.
3. Click More tools. **Clear** browsing data.
4. At the top, choose a time range. To **delete** everything, select All time.
5. Next to "Cookies and other site data" and "Cached images and files," check the boxes.
6. Click **Clear** data.

Student’s should login using their username and password in the following link [https://grd946.examly.io/login](https://grd946.examly.io/login) atleast 10 minutes before the examination time and complete all the authentication process (required network 1mbps, proper lighting and your posture to the camera is mandatory).

Select the course by date, view the question paper and write the examination.

Use student information sheet as first page for all exams. Keep all required stationery items in hand.

It is mandatory to fill the total number of written pages in the front sheet.

Ensure your posture is within the screen and note the alerts seriously. If there are any suspicious alerts your proctors will leave message in the chat box.

Need not count the alerts as it is descriptive type examination for three hours but during suspicious alerts screen shots will be recorded and verified during valuation.

Question Paper will be in a picture format you can scroll and view.

Within in three hours you have to complete the examination and next thirty minutes you can scan and upload the answer scripts.

Do not close the table while scanning. Instead use another tab and scan.

You should strictly upload as a single file with in thirty minutes.
File Name: Subject Code_Register number.