

### **Term-end-Examination for December, 2023**

**Sub.: December, 2023 Term-end-Examination for International Learners – Login Credentials for Accessing the Examination Portal and instructions thereof.**

Dear Learners,

It is a matter of great pleasure that you have enrolled in the largest University of the world. You will be awarded the Degree / Diploma / Certificate after successful completion of all the courses you are registered for.

The Term-end Examination, December 2023 for International Students will be conducted **online in proctored mode from 01<sup>st</sup> December 2023 to 09th January 2024 as per Datesheet and Hall Ticket on the basis of Exam Form filled by you.**

**Please note that the Examination will be conducted from 10.00 AM to 01:00 PM (IST) Morning session and 02.00 PM to 05:00 PM (IST) Evening session as per the date sheet being sent to you by mail.**

The detailed instructions and the action to be taken by the students to appear in the examination are provided hereunder:

The Student Evaluation Division (SED) online team will provide the exam portal and the student has to log in their credential for accessing the examportal . Your Login Credentials for accessing the Examination Portal is as follows:

- URL: <https://ignouexam.samarth.ac.in/>
- Login credentials will be shared on the registered email id.

**Minimum IT Infrastructure to appear in the Examination for International students for Term-end-Examination, December, 2023**

- Computer with Keyboard and Mouse
- Internet Speed (Minimum 20 Mbps bandwidth per 50 seater) (user of Mobile data is not permitted)
- Web-Cam
- Safe Exam Browser 3.4.0 (Software) for the online exam will be provided by IGNOU and the same will be downloaded by the Student during the Mock Test/Walk through before the Examination)

#### **Instructions to the Learners**

1. Download Safe Exam Browser 3.4.0 for Windows 8.1, 10 and 11 ([https://safeexambrowser.org/download\\_en.html#Windows](https://safeexambrowser.org/download_en.html#Windows))
2. Install Safe Exam Browser on your PC/Laptop/AIO

- If you are unable to install default setup file choose OS architecture specific file from [https://sourceforge.net/projects/seb/files/seb/SEB\\_3.4.0/](https://sourceforge.net/projects/seb/files/seb/SEB_3.4.0/)

- Try to install using new downloaded file
3. Close all remote and other applications except one web browser
  4. Login to <https://ignouexam.samarth.ac.in> with your credentials
  5. After First Login, Please Change your default password.
  6. Visit your [Profile](#) then click on the Edit Profile link.
  7. Upload your latest/current Profile Picture (You can click using the system webcam and upload) then update your profile.
  8. Go to your course/exam and click to Launch Safe Exam Browser
  9. Safe Exam Browser will open a login Page if all SEB requirements are met
  10. Re-login with the same credentials
  11. Click on Attempt Exam Now
  12. Read Notification on plagiarism, webcam/camera, and Time limit carefully
  13. Click on Start Attempt, it will open in new pop-up windows, maximize the window and start attempting Questions.
  14. Make Sure your camera is on during the exam otherwise you will not be able to attempt further questions and the Paper will be submitted automatically after the duration of the paper.

**Note for those who are unable to login:** If you are not able to login you can reset your password on your own, follow the following instructions for the same:

- Click on the Link: [https://ignouexam.samarth.ac.in/login/forgot\\_password.php](https://ignouexam.samarth.ac.in/login/forgot_password.php)
- Enter the Email address which was provided at the time of admission.
- Click on Search then click on continue (You will receive an email with link. Click on the link and enter your new password twice then click on save changes button).
- In case of any query, you may contact at the following email id

**Email id :** [preexam@ignou.ac.in](mailto:preexam@ignou.ac.in)

### **DEMO SESSION**

The link for Demo Video for guidance to appear in the Term-end Examination December, 2023 is as below:

<https://www.youtube.com/watch?v=kOSU5FUHddc>

### **DURATION OF EXAMINATION**

The Maximum duration of Examination will be 03 hours. However, the exact duration will be that mentioned on the question paper. The exam will begin at **10.00 AM to 01:00 PM (IST) Morning session and 02.00 PM to 05:00 PM (IST) Afternoon Session** on the scheduled date. The students are requested to login and appear in the exam according to their time zone of their places accordingly.

**Further, learners are also advised to follow strictly the following instructions during online examination:**

1. Wearing of Mask is not allowed.
2. The face of the learner must be visible.
3. Login in with different IP or multiple system (PC/Laptop/AIO) is not allowed.
4. The same photo should be there on the Profile of the learner that was uploaded during admission time.
5. Use of Earphone/Headphone/any Bluetooth devices are also not allowed.
6. No person other than the learner (examinee) should remain present within the room during examination.
7. Camera/Webcam should remain operative during the examination, if it is disabled or not working, learners will not be able to attempt the exam further.
8. Internet connectivity is mandatory during the examination.
9. Power backup.
10. In case of failure of internet connectivity/power backup, learners will not be compensated for it.

Therefore the students are requested to comply with the above so as to undergo a fair and peaceful examination.

The SED wishes all the best for your performance in the examination and successful completion of the programme.

Warm with regards

**SED Team**