



Candidate Process Manual (For Laptop/Desktop) for GBU-ET 2021

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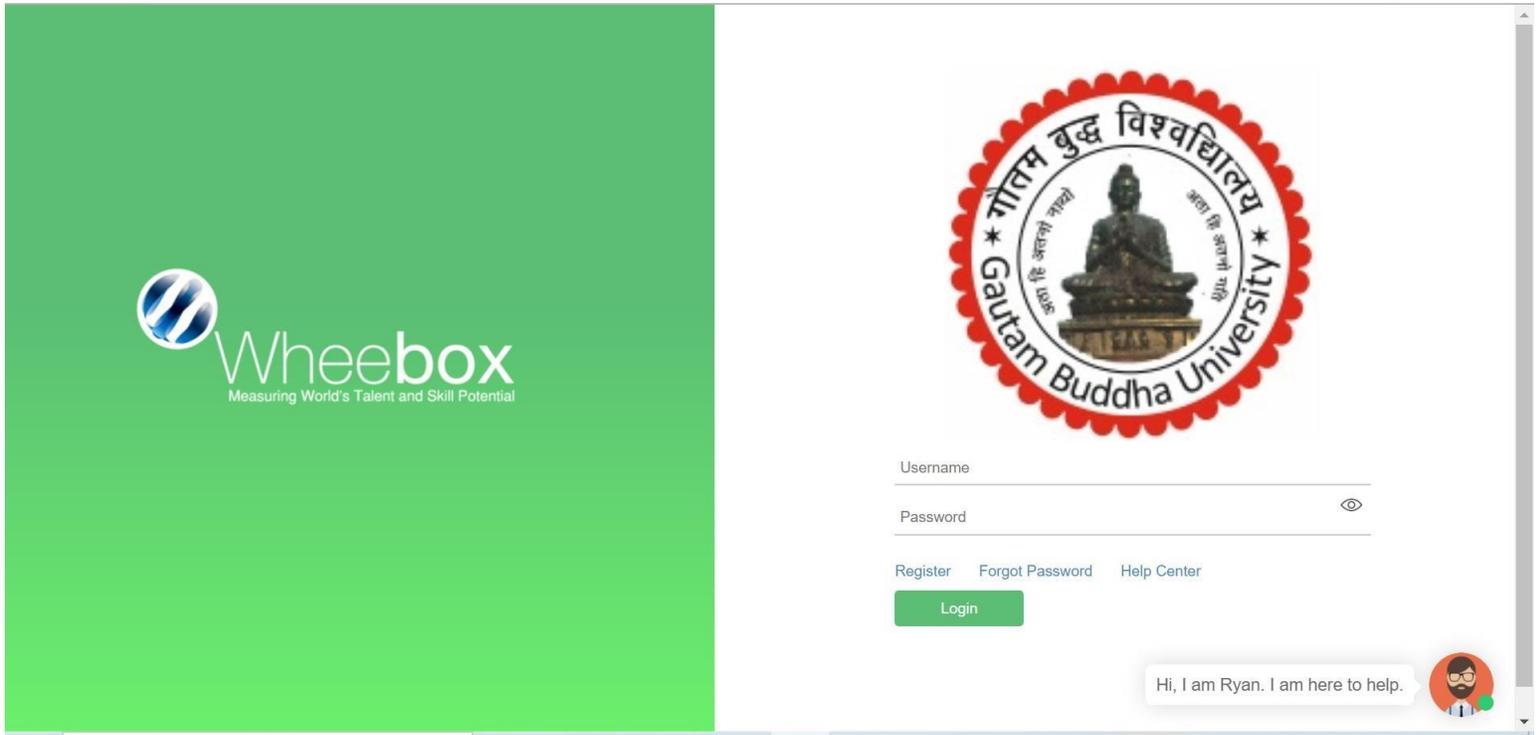


Section 1- Candidate Login and Dashboard

Candidate to login using the login credentials from the Home Page.

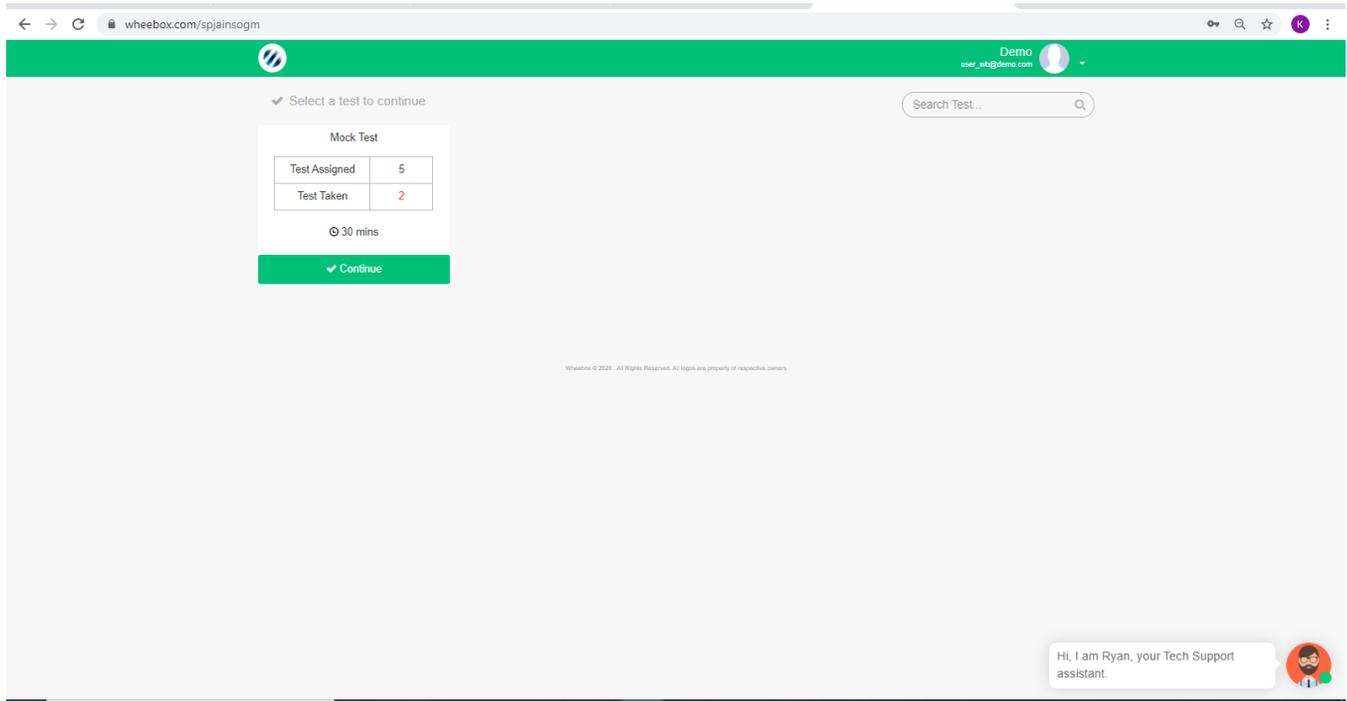
URL: <https://wheebox.com/gbu>

Preferred browsers: For taking the test, recommended browsers are Google Chrome (Ver. 7.5 or above), Mozilla Firefox (Ver. 70 or above). TEST SHOULD NOT BE TAKEN ON SAFARI BROWSER.

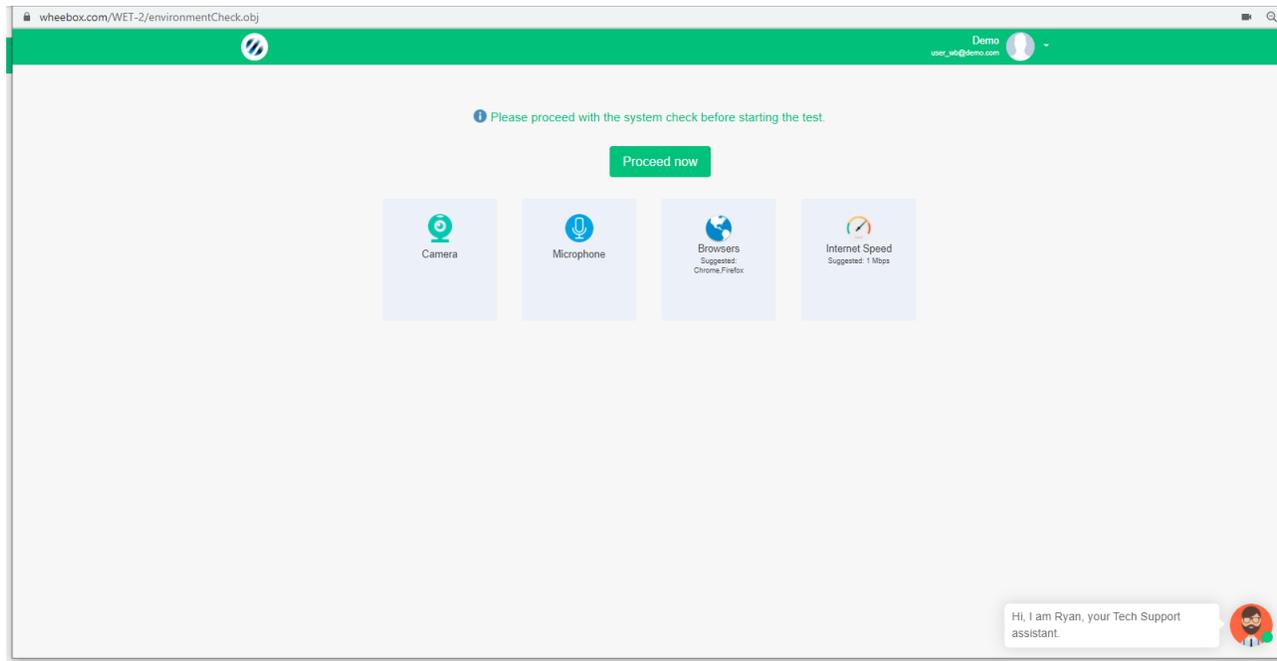


The screenshot displays the login interface for the Wheebox platform, specifically for Gautam Buddha University. On the left, a green banner features the Wheebox logo and tagline: "Wheebox Measuring World's Talent and Skill Potential". The main content area is white and contains the university's circular logo at the top, which includes a Buddha statue and the text "गौतम बुद्ध विश्वविद्यालय" and "Gautam Buddha University". Below the logo are input fields for "Username" and "Password" (with a toggle eye icon). Underneath these fields are links for "Register", "Forgot Password", and "Help Center", followed by a green "Login" button. In the bottom right corner, there is a chatbot icon and a message bubble that says "Hi, I am Ryan. I am here to help."

On Login, candidate will be able to see the test assigned. Candidate will get just one attempt to complete the assessment. The test selection page appears as below:



Operating environment check to be done:



Section 2- Pre-Examination Steps

As it is a remote proctoring assessment, please make sure you have a functional web cam on your device. Face tracking is enabled for this assessment.

Step 1: Candidate clicks his image using Webcam

The screenshot shows the 'wheebox.com/WET-1-z/ApproverScreen.obj' interface. On the left, 'Candidate Information' lists 'Name: Demo New' and 'Test Allocated: Mock Test'. Below this are 'Registered Photograph' and 'Captured Images' sections. The main area features a central video feed of a woman with long dark hair wearing a grey t-shirt with an American flag design. Above the video is a green header with a logo and 'Demo' user info. To the right of the video, instructions read: 'Hi! Demo New, Please click your photograph and Click "Proceed Now"'. Below the video are 'Retake Image' and 'Proceed Now' buttons. On the far right, two instructional cards are shown: 'Does' (with a green checkmark) showing a person facing forward, and 'Don't' (with a red X) showing a person looking away. A chat bubble at the bottom right says 'Hi, I am Ryan, your Tech Support assistant.' with a support agent icon.

Step 2: Candidate clicks his ID proofs image. ID proof can be any College ID.- Student ID Card or any Government ID card

The screenshot shows the 'wheebox.com/WET-2/ApproverScreen.obj' interface. The 'Candidate Information' section remains the same. The main area now displays a video feed of a hand holding a 'Wheebox' ID card for 'KAJAL DHAR'. The ID card includes contact information: 'Employee Code - 1173', 'Emergency Number - 9999100799', 'Email - kajal.dhar@wheebox.com', 'Mobile - 8890489700', and 'Website - www.wheebox.com'. Above the video is a green header with a logo and 'Demo' user info. To the right of the video, instructions read: 'Hi! Demo New, Please click your ID Card and Click "Proceed Now"'. Below the video are 'Retake ID Card' and 'Proceed Now' buttons. On the far right, two instructional cards are shown: 'Does' (with a green checkmark) showing an ID card held up, and 'Don't' (with a red X) showing an ID card held at an angle. A chat bubble at the bottom right says 'Hi, I am Ryan, your Tech Support assistant.' with a support agent icon.

Step3: After uploading the image, candidate images will be automatically approved by the system. Post approval, candidate test will automatically start as per specified test time

wheebox.com/WET-1-z/candidatewaittemp.obj

Demo user_demo@demo.com

Candidate Information
Name: Demo New
Test Allocated: Mock Test

Registered Photograph:

Waiting for approval. Please wait...

Hi! Demo New, Please wait for Candidate Authentication Agent to approve your Photograph and Id Card. Post approval you will taken to Waiting lounge to undergo test instructions, User Privacy and Start your test journey. (In case the agent declines your credential, you are requested to retake the credentials again, Please use chat to connect Authentication Agent).

Your Image

Waiting

Your ID Card Image

Waiting

Hi, I am Ryan, your Tech Support assistant.

wheebox.com/WET-2/candidatewaittemp.obj

Demo user_demo@demo.com

Candidate Information
Name: Demo New
Test Allocated: Mock Test

Registered Photograph:

Your photo and id has been approved by approver. Click on start test or your test will automatically start after 60 seconds.

Hi! Demo New, Please wait for Candidate Authentication Agent to approve your Photograph and Id Card. Post approval you will taken to Waiting lounge to undergo test instructions, User Privacy and Start your test journey. (In case the agent declines your credential, you are requested to retake the credentials again, Please use chat to connect Authentication Agent).

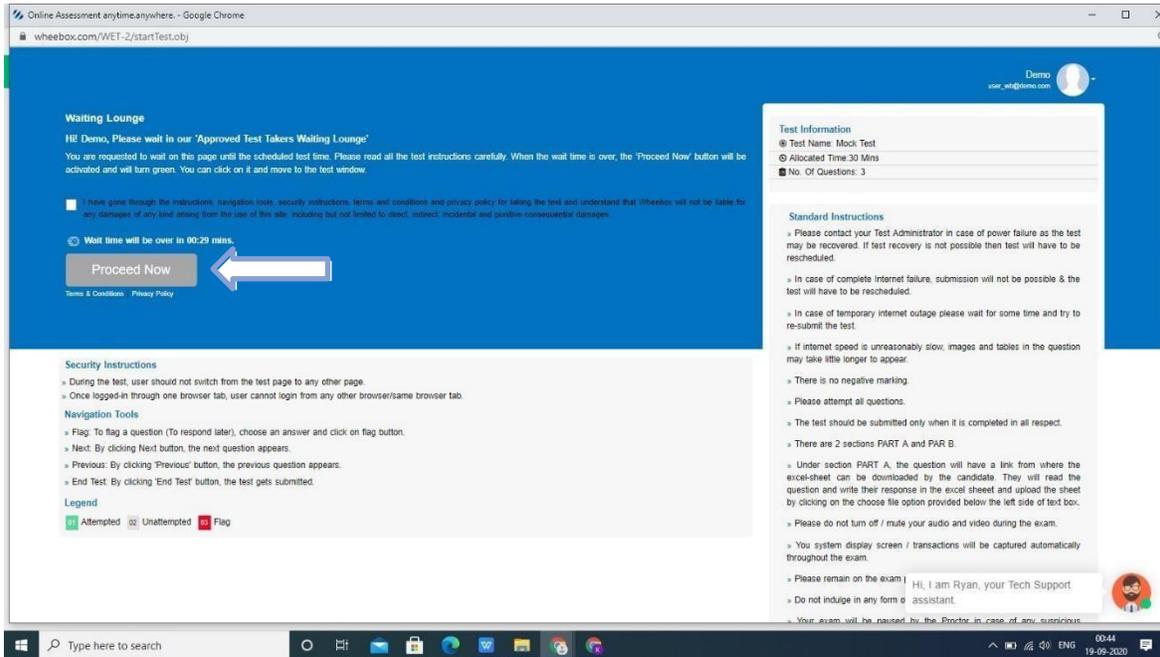
Your Image
Approved

Your ID Card Image
Approved

Start Test (52)

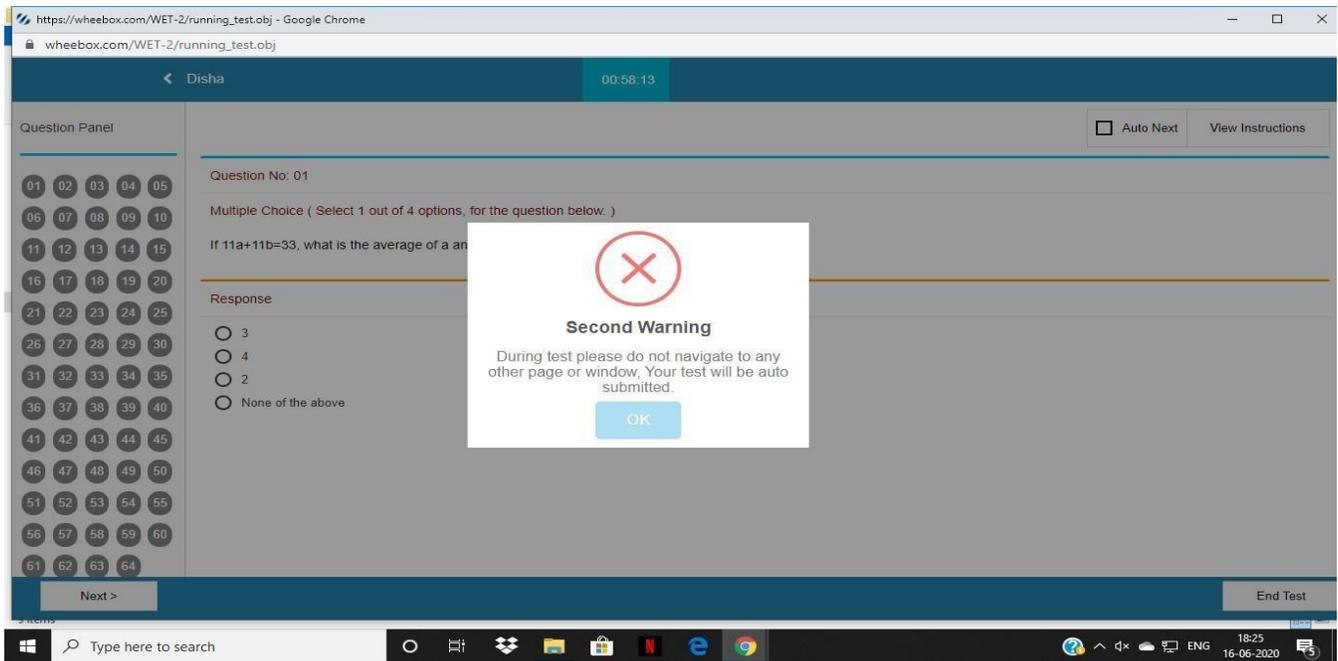
Hi, I am Ryan, your Tech Support assistant.

Step 5: Candidate need to read instructions carefully and check the acceptance button and click on Proceed Now, till the timer is ticking the Button proceeds now is Grey, Once Proceed now button turns green, that means the test is ready to be taken



Section 3- Process flow during Examination

- During the assessment, if candidate tries to navigate to other window, they will get navigation warnings. Post maximum warnings, test will get automatically submitted.
- There is a navigation count of 35. Any notifications related to antivirus, windows update, email notifications, phone calls, whatsapp messages etc. will be counted as navigation.



Instructions on the Test Screen:

The screenshot displays a test interface with a 'Question Panel' on the left containing 16 numbered buttons (01-16). The main area is titled 'Section: Section A - Attempt' and includes navigation buttons: 'Change Section', 'View Instructions', and 'Help Center'. A central modal window provides the following information:

- * Test Name: Mock Test
- * No. Of Questions: 16
- * Allocated Time: 30Mins

Navigation Tools

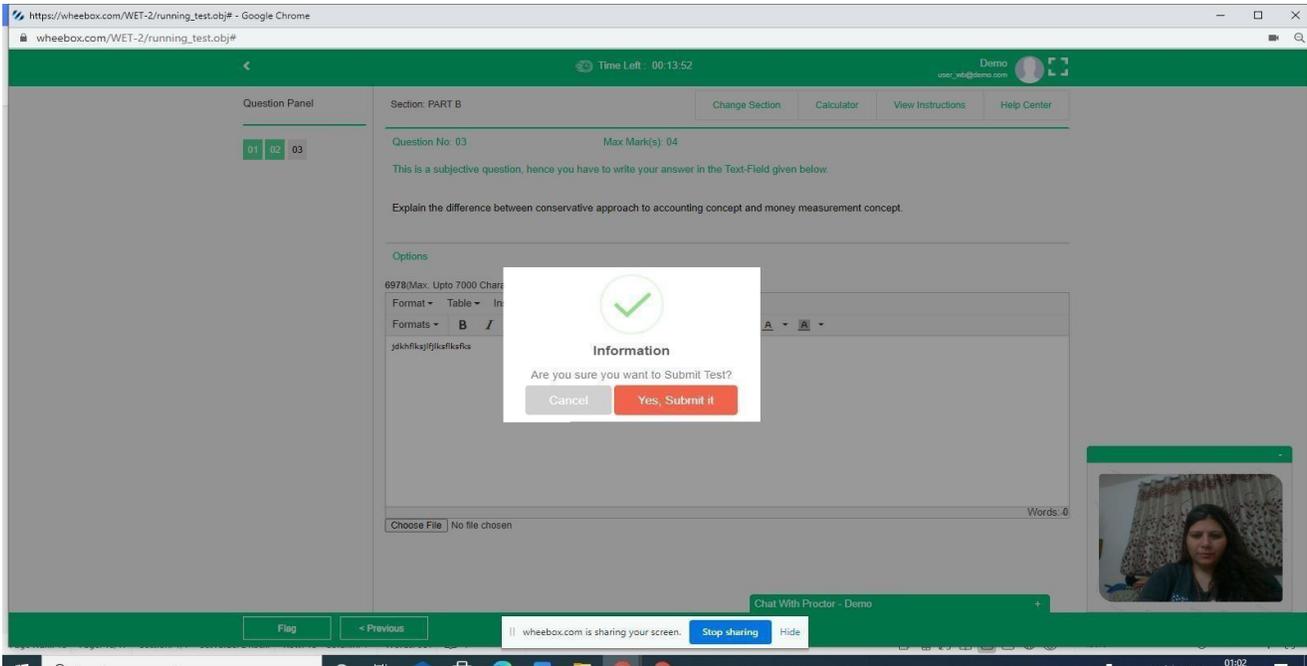
- Next** (button): Next: By clicking Next button, the next question appears.
- Previous** (button): Previous: By clicking 'Previous' button, the previous question appears.
- End Test** (button): End Test: By clicking 'End Test' button, the test gets submitted.

Standard Instructions

- * Please contact your Test Administrator in case of power failure as the test may be recovered. If test recovery is not possible then test will have to be rescheduled.
- * In case of complete Internet failure, submission will not be possible & the test will have to be rescheduled. In case of temporary internet outage please wait for some time and try to re-submit the test.

Below the modal is a rich text editor with a 'Formats' dropdown and icons for bold, italic, bulleted list, numbered list, link, and unlink. A 'Chat with Proctor - Demo' window is open above the editor. At the bottom, there are 'Next >' and 'End Test' buttons. A camera icon is visible on the right side of the interface.

- After completion candidate need to click on “End Test”, then a pop up will come as mentioned and click on “Yes, Submit it” to successfully submit the test.





Test Submitted Successfully.
For security reasons, please exit your browser.

Section 4- System Requirements

- Internet Bandwidth: The minimum required bandwidth is 512 Kbps - 1 Mbps of internet speed on each machine.
- Machine Configuration: RAM - Minimum 2GB (though 4GB is recommended), Processor Speed- 1.5 Ghz and above. Preferred Operating System – Windows 8 above.
- Preferred browsers: For taking the test, recommended browsers are Google Chrome (Ver. 7.5 or above), Mozilla Firefox (Ver. 70 or above). Candidate using any apple device, kindly use GOOGLE CHROME ONLY to take the test. Test till not work on Safari browser.
- For Mac user only Google Chrome browser and the test will not support of Linux.
- A web camera and a Microphone must be available for the test. Must have Laptop/Desktop/Smart Phone for taking the test.
- Recommended for using Laptops or desktop.
- If your internet disconnects during submission contact the Help center number provided to you and don't close your window.
- Valid ID PROOF- Any Government ID Proof or Institute ID Card or Hall Ticket
- Make sure that pop-up blocker is disabled on your browser. Any notifications related to antivirus, windows update, email notifications, calls, whatsapp etc. will be counted as navigation.

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