Candidate Process Manual

With Image and PDF Upload Option

Contents

Candidate Login and Dashboard

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

URL: https://gjuadc.wheebox.com/

Preferred browsers: For taking the test, recommended browsers are Google Chrome (Ver. 75 or above), Mozilla Firefox (Ver. 70 or above). TEST SHOULD NOT BE TAKEN ON SAFARI BROWSER.

Note: Make sure that pop-up blocker is disabled on your browser. Any notifications related to antivirus, windows update, email notifications etc will be counted as navigation.

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:
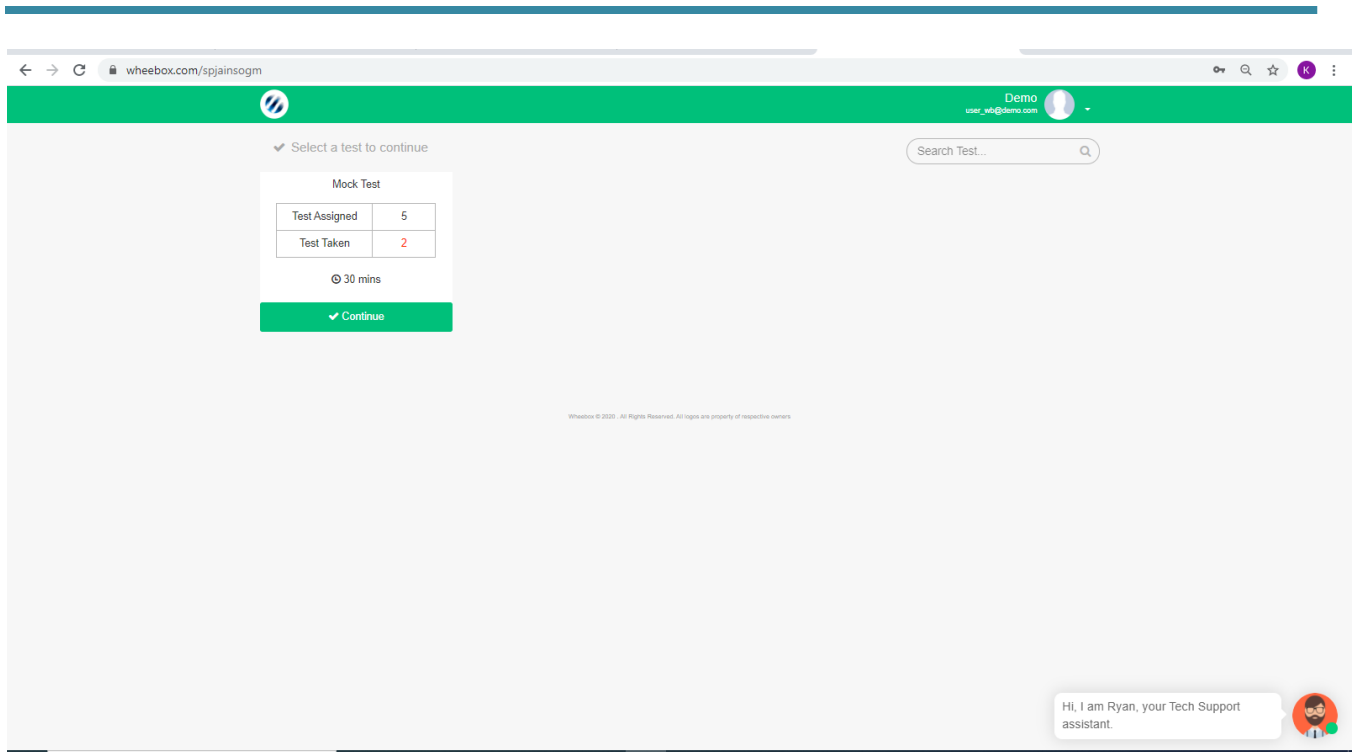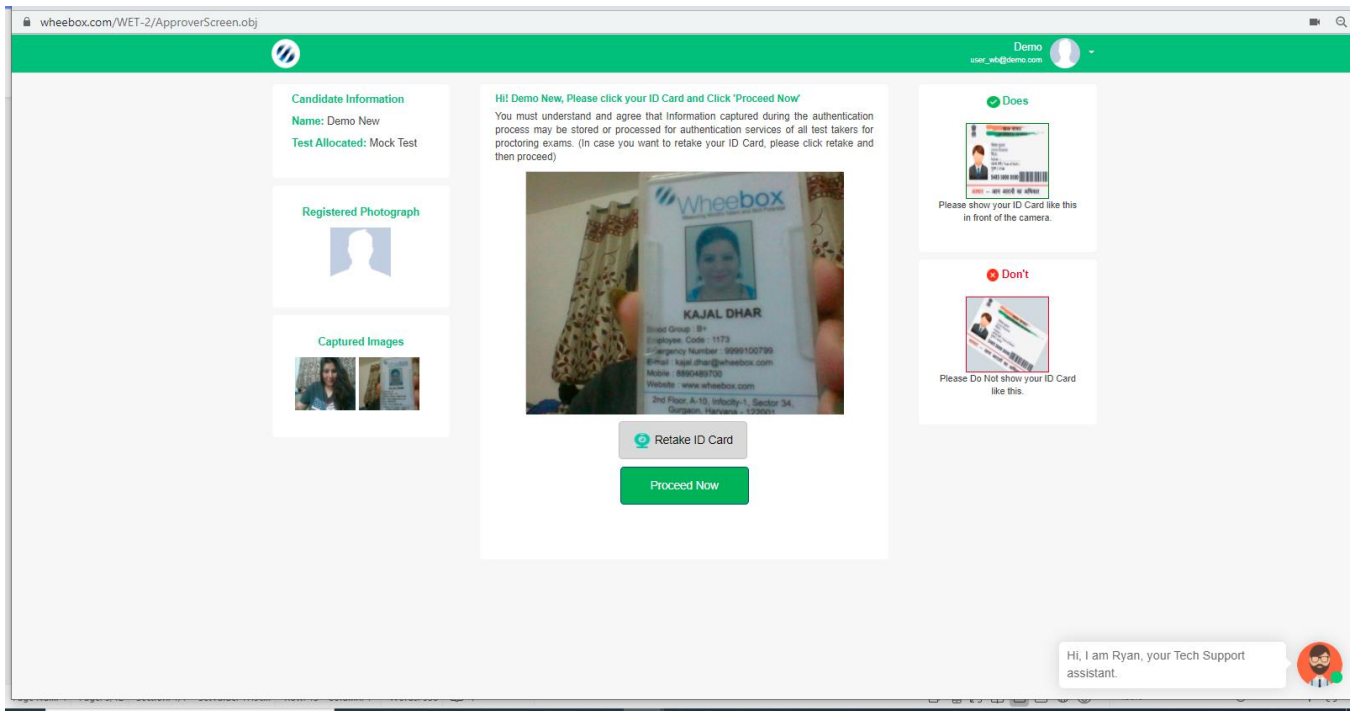
Pre-Examination Steps

Step 1: Candidate clicks his image using Webcam or front camera of the Mobile device
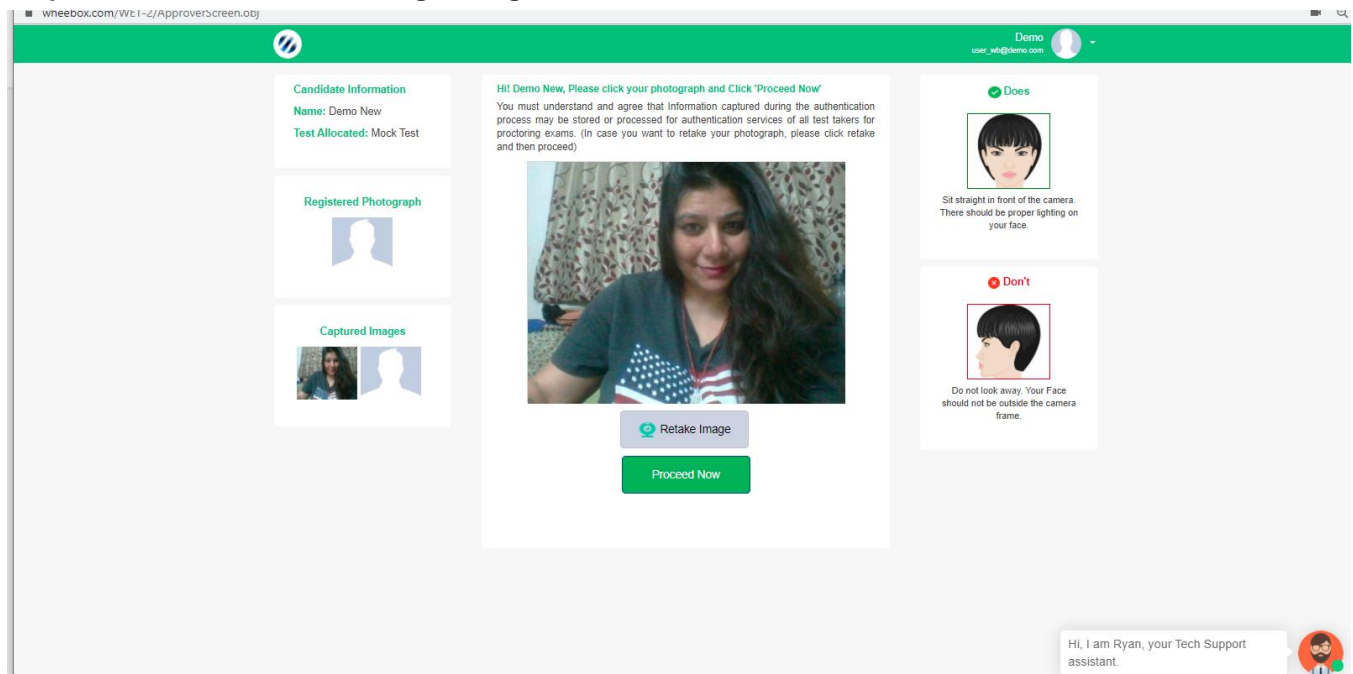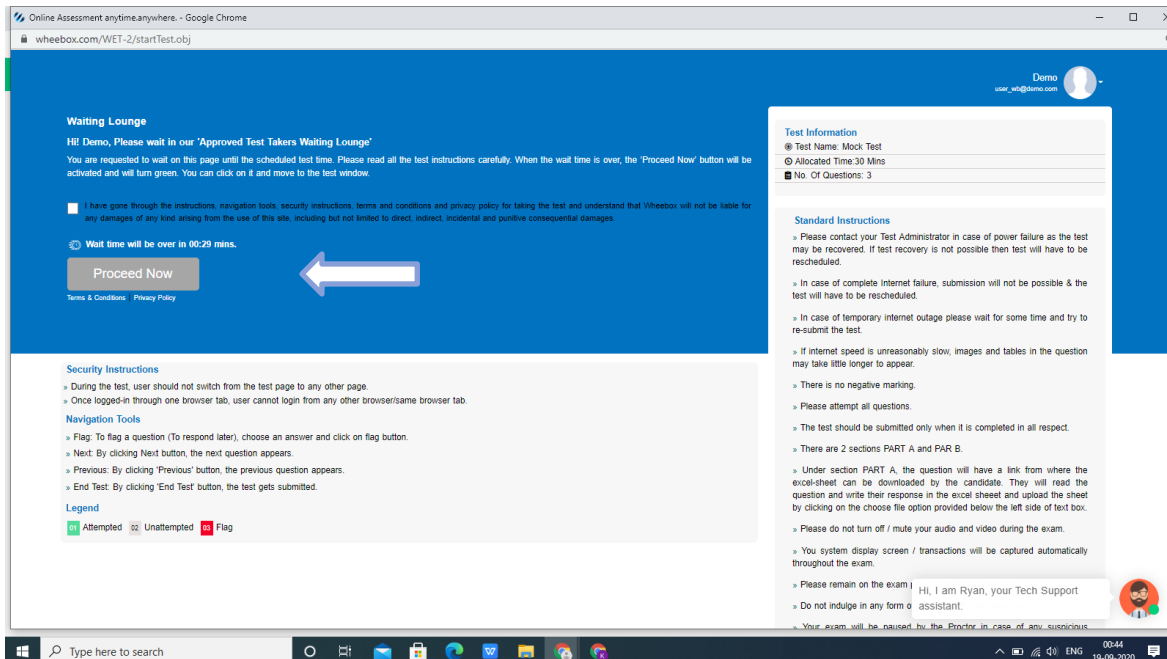

Step 2: Candidate clicks his ID proofs image. ID proof can be any College ID.- Student ID Card or any Government ID card

Step 3: As soon as system approves, candidate will move to instruction page

Step 4: Candidate need to read instructions carefully and Check the acceptance button and click on Proceed Now, till the timer is ticking the Button proceed Now is Grey

Waiting Lounge: Proceed Now button turns green, which means the test is ready to be taken

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.

Test Screen:

Instructions on the Test Screen:

PLEASE NOTE THAT THE TEXTBOX EDITOR IS DISABLED, CANDIDATES CANNOT TYPE THEIR ANSWERS. PLEASE ENSURE TO WRITE DOWN YOUR ANSWERS USING PEN AND PAPER ONLY.

Subjective Assessment with Image Upload Option

Every Subjective answer section will have options "Upload Answer Sheet using Mobile Camera". Candidate can use pen and paper to write answers and upload the answer sheets using a mobile phone by scanning a uniquely generated QR Code

Uploading images using a mobile when taking test on Laptop /Desktop

Android App Link : https://play.google.com/store/apps/details?id=com.camvision.qrcode.barcode.reader
Apple Iphone Users can use their default camera application.

If a candidate chooses this option, a unique QR Code Image will get generated on the screen, Candidate will have to scan the QR Code with a QR Code scanner app using his mobile phone.
The validity of this QR Code is 60 Seconds. The QR Code activates the candidates Mobile Camera & he/she can take the image of the answer sheet
Once candidate confirms the correctness of the image, it gets auto transferred to the testing server
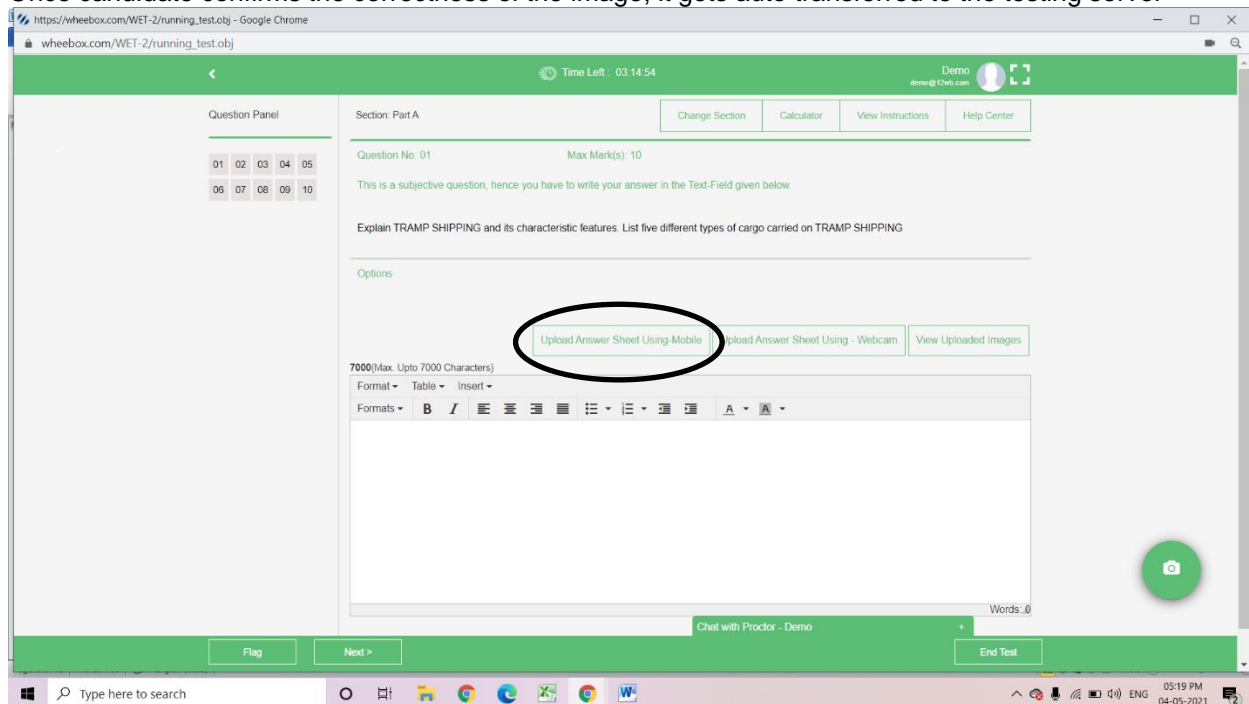
In this process Mobile Phone's storage is not used nor the image is saved on the candidate's mobile phone.

Once you click on the camera, your mobile camera will be activated (as shown in the below image) & youcan take the image of the answer sheet & once you confirm, **you will receive a message stating that photo has been uploaded successfully.**
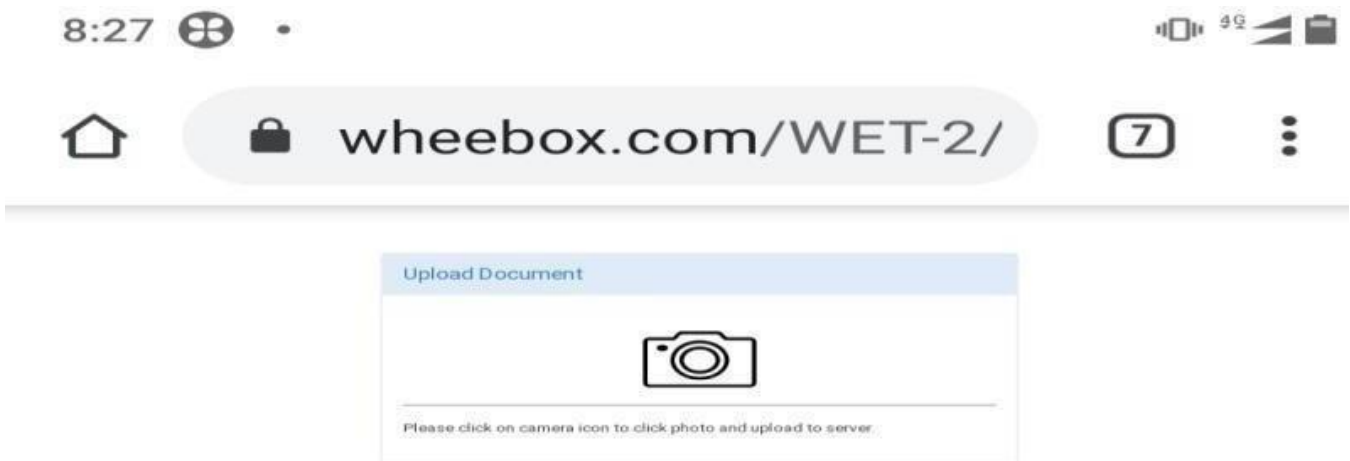
Candidate can view images uploaded for every question. Click on "View Images".
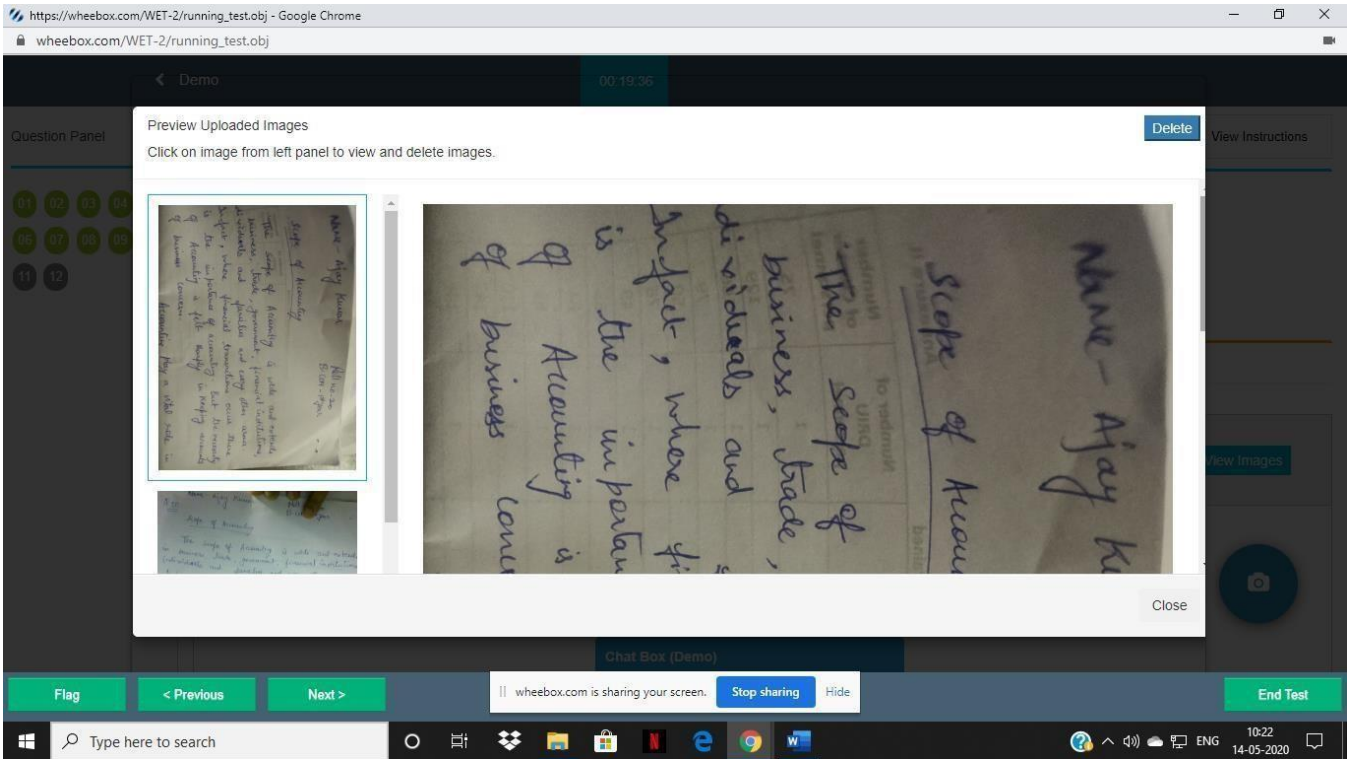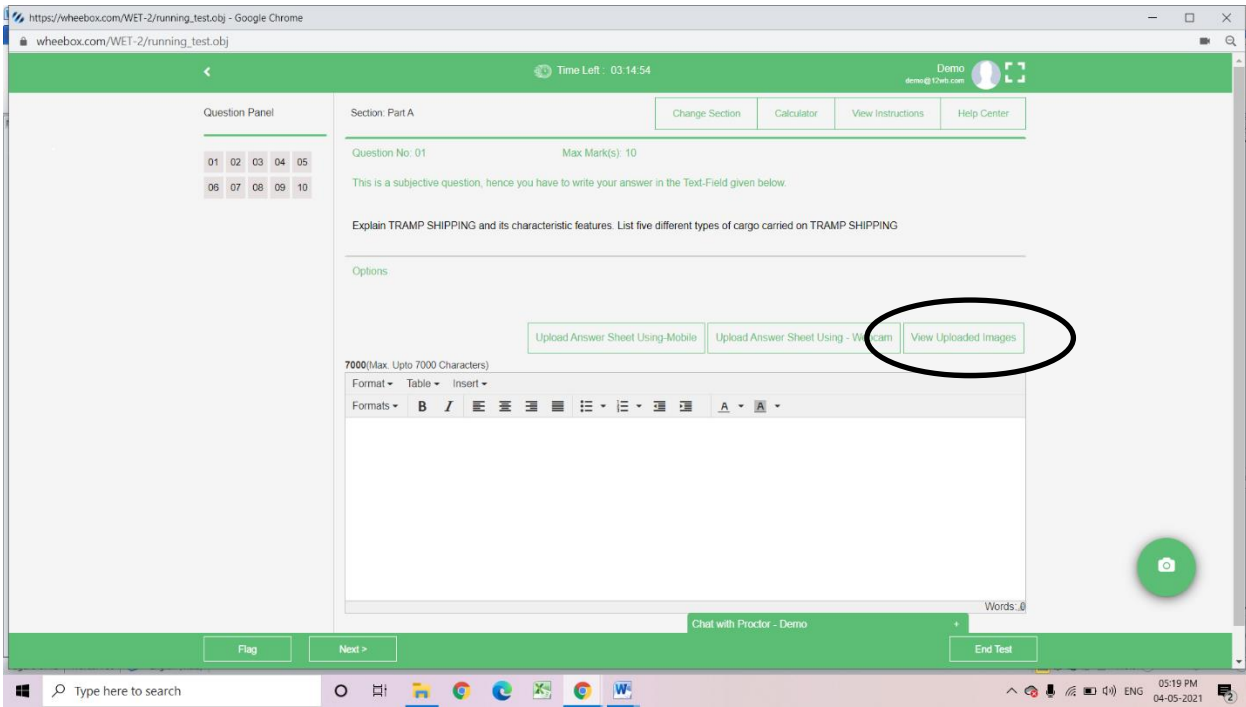
Candidate can delete images that are not clicked properly.

For Android phone users IF ANYONE receives a warning for "low memory" is on mobile while uploading answer sheet. Please follow following instructions -

1. Go to settings
2. Search for Developer options.
3. If developer options are not enabled then go to about phone then click on "built number" or version 8 times and developer options turned ON.
4. Click on developer option.
5. Then find "don't keep my activity".
6. TURN OFF.

Browse and Upload of Answer Sheet

1. Candidate needs write/draw on the sheets, and click the images.

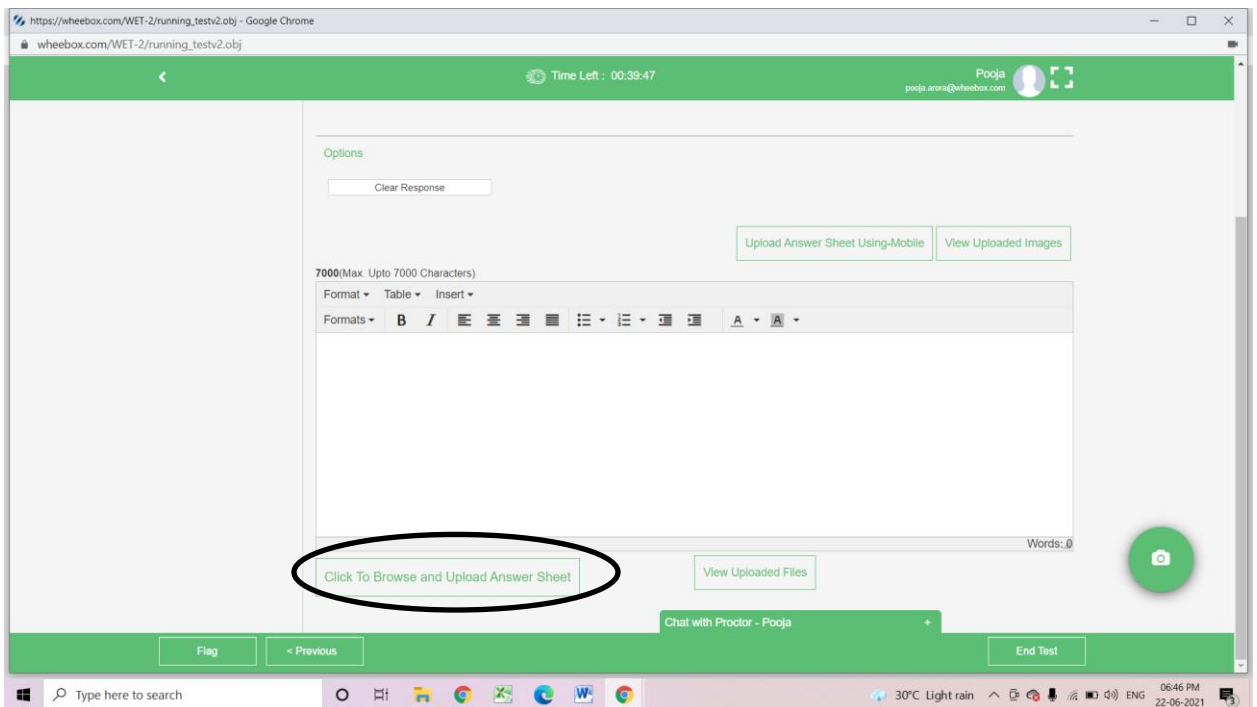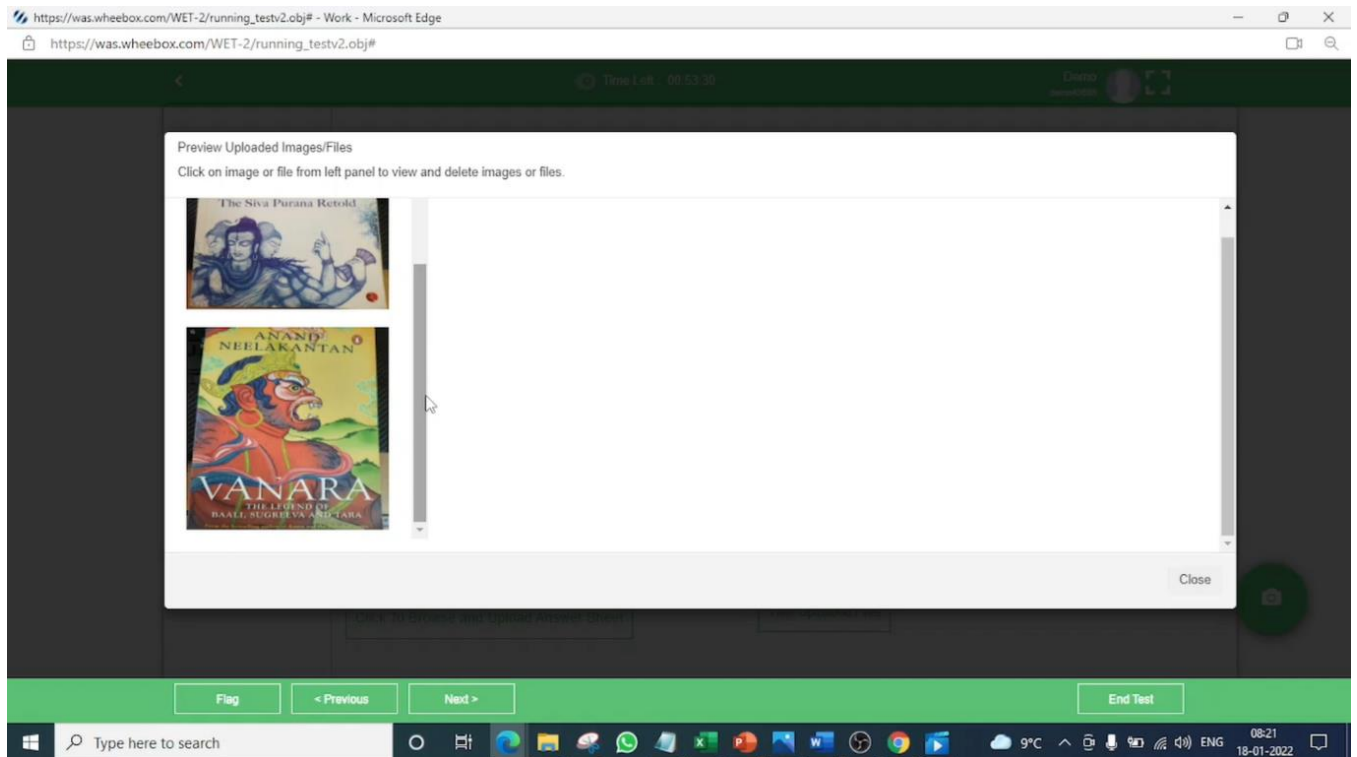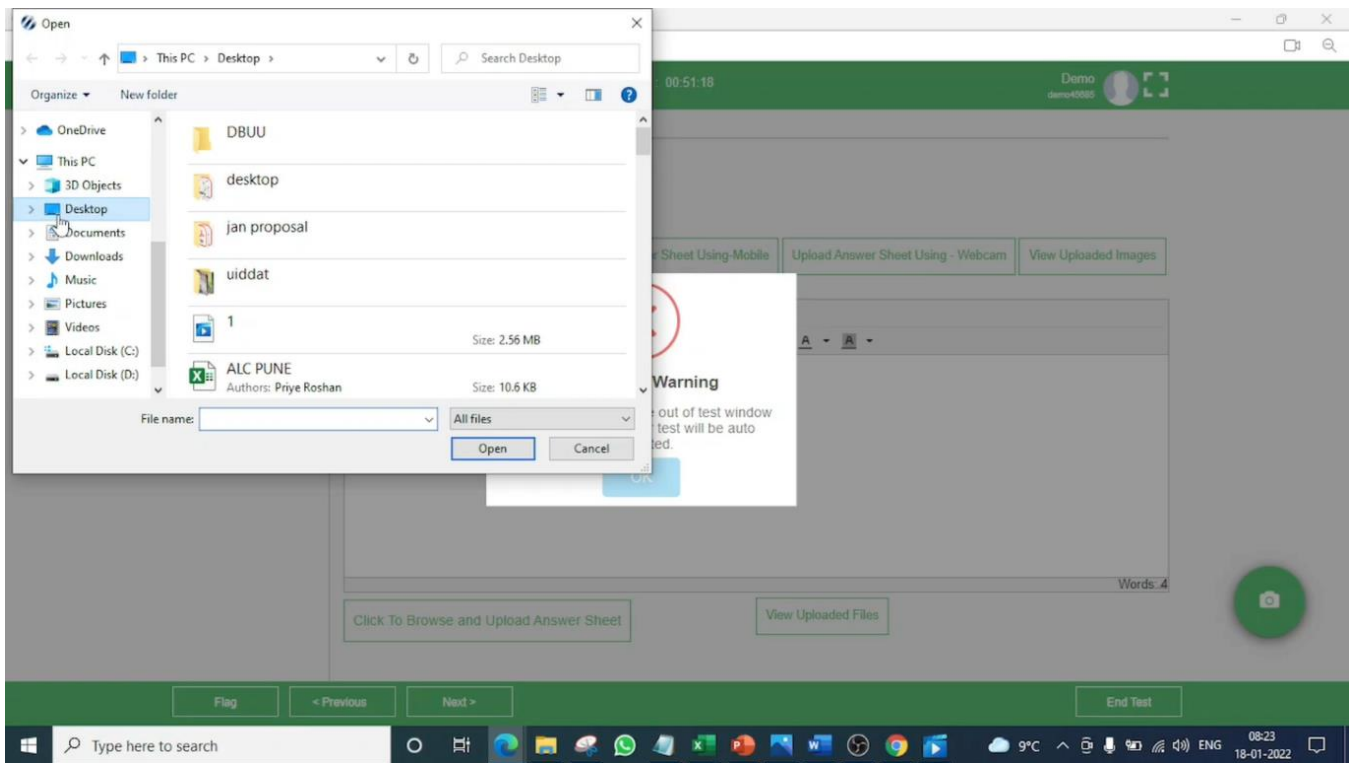2. Candidates then needs to transfer these images on their laptop.

3. On test window there is option 'Click to Browse and Upload Answsesheet' , candidate have to click this button, locate the files and upload the same.

4. Candidate can also merge all the images of a particular question as a PDF and upload the same by following the above steps.

5. Once uploaded it will show message of successfully upload and can view the uploaded file in "View Uploaded Files"

After completion candidate can submit the test.

- Candidate submits the assessment post completion of test
- Once submitted, candidate will not get a chance to re- login and upload answer sheets.

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 10.

- Preferred browsers: For taking the test, recommended browsers are Google Chrome (Ver. 75 or above), Mozilla Firefox (Ver. 70 or above). Candidate using any mobile/apple device, kindly use GOOGLE CHROME ONLY to take the test. Test till not work on Safari browser.

- A web camera must be available for the test. Must have Laptop/Desktop/Smart Phone for taking the test.

- Microphone is recommended.

- If your internet disconnects during submission contact the Help centre number provided to you and don't close your window.

- Valid ID PROOF- Any Government ID Proof or as may be decided by your Institute

- Make sure that pop-up blocker is disabled on your browser. Any notifications related to antivirus, windows update, email notifications etc will be counted as navigation.