

IMPORTANT NOTICE

The name in the Zoom must be your real name as in the IC. As the whole session will be recorded.

YOUR PHONE AND LAPTOP MUST BE FULLY CHARGED.

AnyDesk can be download via this link below:

Windows : <https://anydesk.com/en/downloads/windows>

MacOS : <https://anydesk.com/en/downloads/mac-os>

- ✓ You can get the Zoom link in the Moodle under the subject code.
- ✓ Please access your Zoom link at least 45 minutes before the exam start.
- ✓ **IF YOU ARE LATE, YOU WILL NOT BE ADMITTED.**
- ✓ You must share your AnyDesk ID and password via the Zoom chat.

This examination is conducted online via Zoom.

Please make sure that you adhere to the following rules for online exam:

1. No student name is allowed on the answer script, only the student ID number, subject code and subject name.
2. Any names appeared on your scripts will not be marked.
3. Make sure you are in a place that we can only see your computer, table and chair and nothing else besides a jar of water. Your camera / (if you are using your phone, please switch off to silent mode) must be positioned that you are easily visible during the whole duration of the exam. **THIS IS VERY IMPORTANT VIEW THAT CANNOT BE COMPROMISED.**
4. Make sure that your internet connection is stable throughout the exam.
5. It is important that your table is clear without any materials around you and the area is visible at all times.
6. Before the commencement of the exam, it is compulsory for you to show us your surroundings.
7. Students have to use **AnyDesk** apps so the invigilator can monitor your screen at all times. If you are caught cheating in this process, you will be **log out immediately without any notice given.**
8. The exam question will be uploaded in the Moodle under the subject code. You can only access the question paper once the exam starts.
9. You're not allowed to leave your room until you finish your exam.
10. Please go to the toilet before the exam start.
11. If you are caught cheating during the exam, you will be removed from the room and you will be considered as a FAIL for the subject. **AT ANY POINT OF TIME YOUR CONNECTION IS AFFECTED, YOU WILL BE REMOVED FROM THE ZOOM LINK. PLEASE ENSURE YOUR INTERNET IS STABLE.**
12. You must make sure to upload your completed answer script in the Moodle within 10 minutes after the exam end.

FAILURE TO COMPLY THE ABOVE, YOU WILL BE DISQUALIFIED FOR THE REST OF THE EXAM AND YOUR CASE WILL BE REVIEWED AT THE BOARD MEETING. YOU WILL NO LONGER BE ABLE TO CONTINUE THE EXAM.

All the best!!