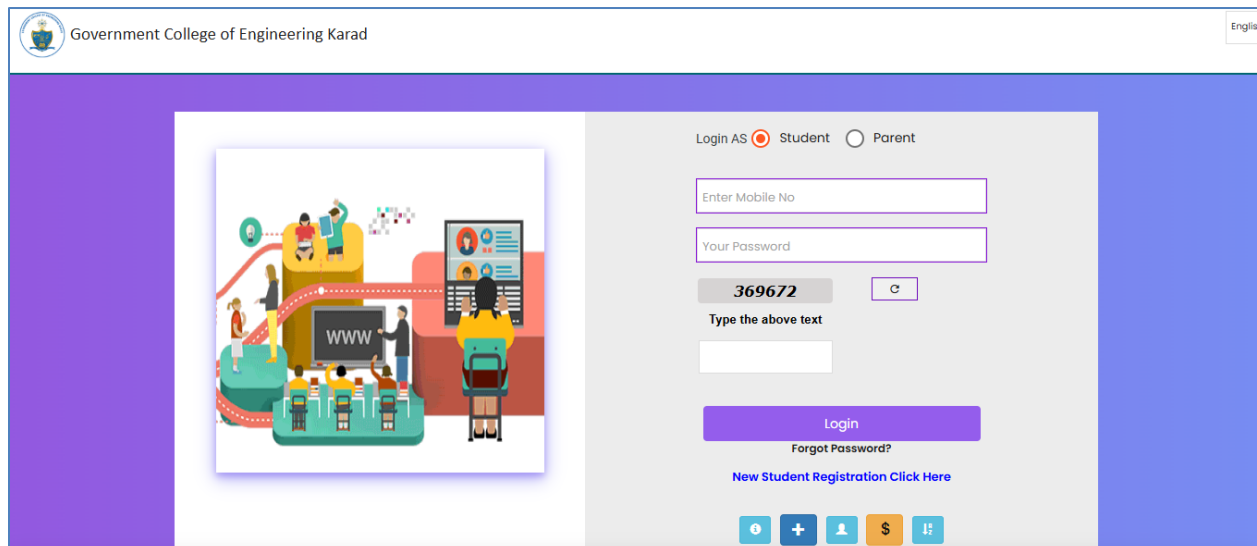# Student Portal
Online Examination User Manual

1   Pre-Requisite

Please ensure that you have the following required information ready in your hand before youproceed.

➢ Student should have Login Credentials to logon to Student Portal https://gcekportal.core-campus.in/
➢ Exam Center Invigilator should share **Online Examination Password** before the start of examination.
➢ Students are requested to listen instructions by Invigilator and read instructions carefully.

2   Online Examination

2.1   Login to Student Portal

- Open Web browser and enter url https://gcekportal.core-campus.in/
- Enter your student portal login credentials of student portal along with Captcha.
- Click on "Login" Button to login to student portal.

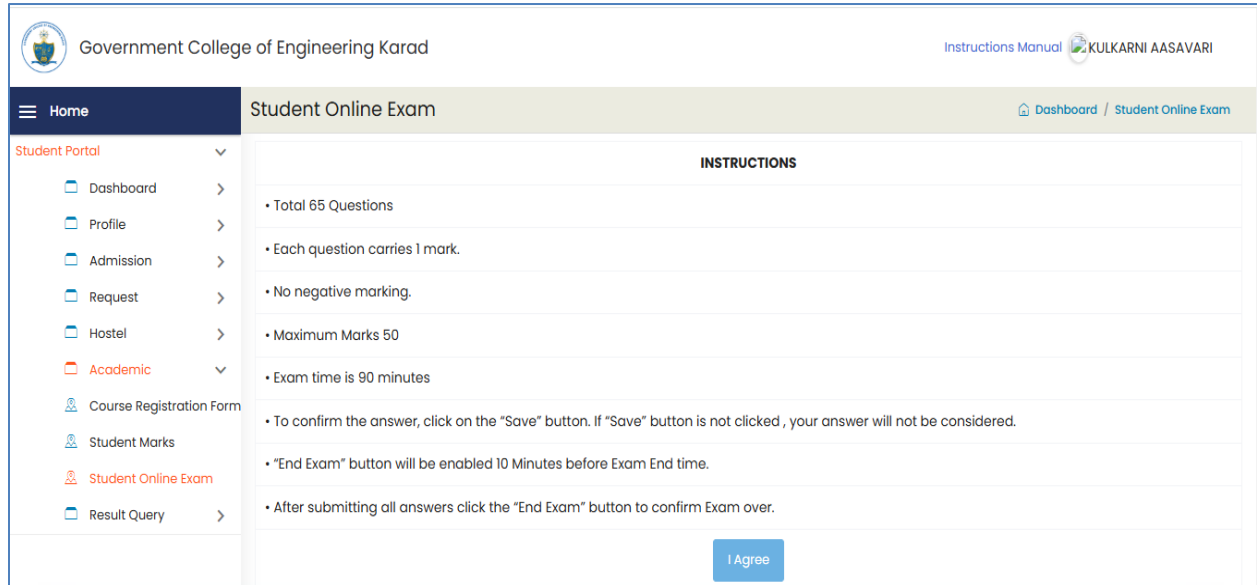## 2.2 Access Online Examination

- To Access Online Examination module page, from side bar menu click on "**Academic->Student Online Examination.**"
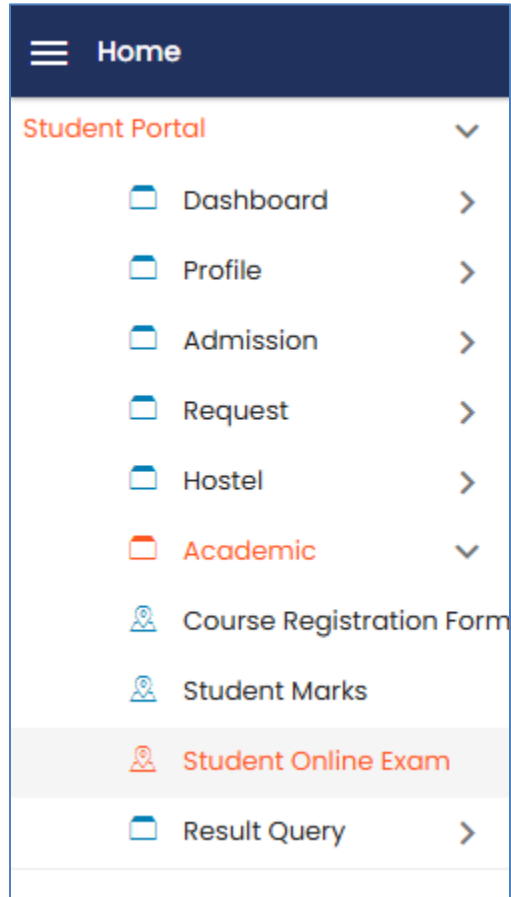
- It will display "**Instructions**" Page as given below.

2.3 Online Examination - Instruction Page

- The instruction Page will be displayed as below.
- Read all the instructions carefully.

- Click on "I Agree" to continue, it will show your scheduled online examination.

2.4   Online Examination – Student Online Examination - Schedule

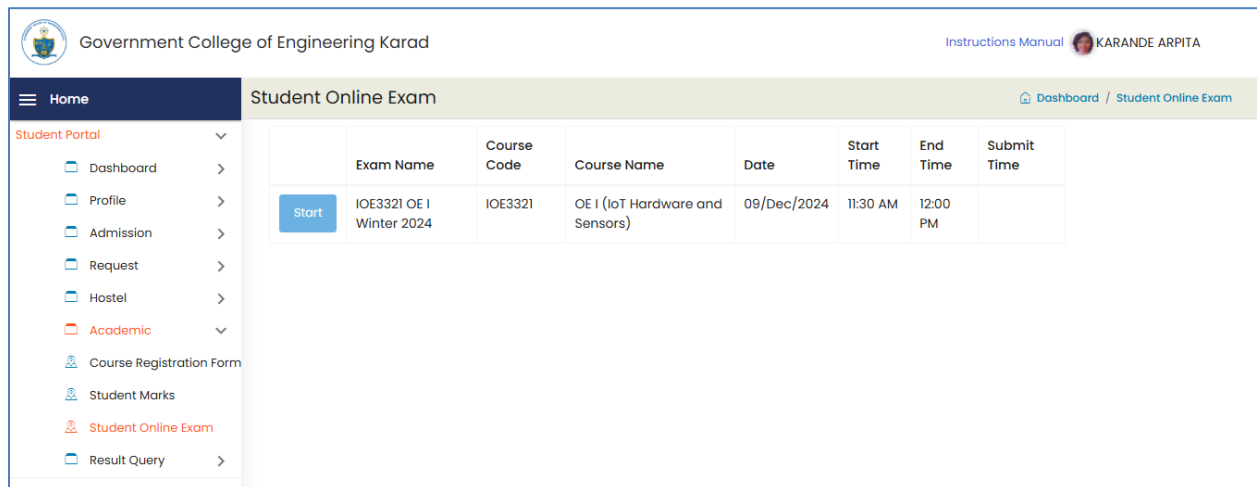- Initially it will display your scheduled Online Examination details.
- Imp Note:
  - Till Exam start time button caption will be displayed as "Yet to Start"
  - Once Exam start time is crossed button lable will change to "Start"

  - Even after Exam start time is crossed and button lable is not changed to "Start", student are requested to click on some other form and come back to this page.
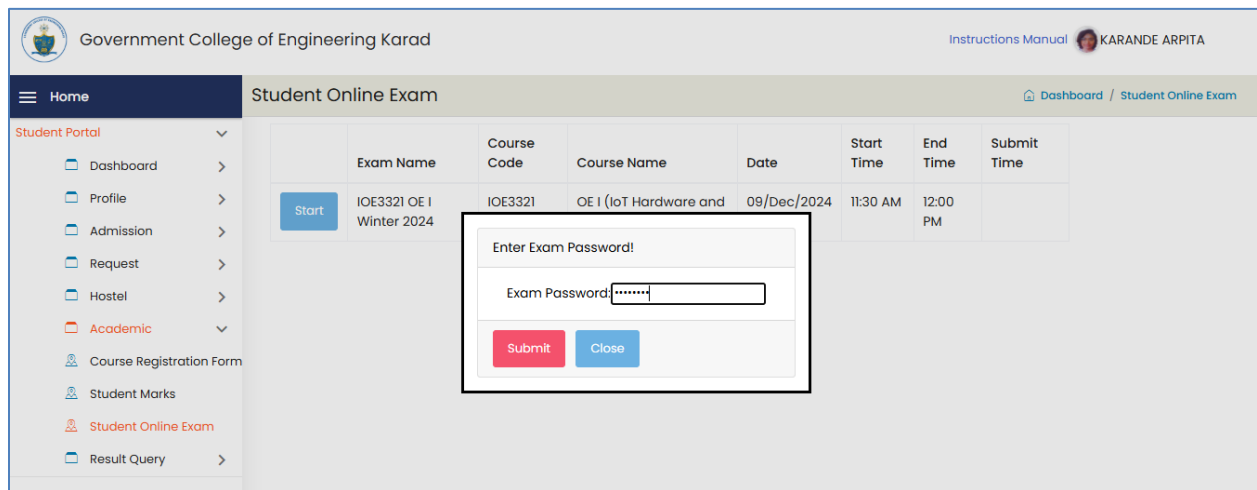

- To Start a your examination click on "Start" Button to start your examination.

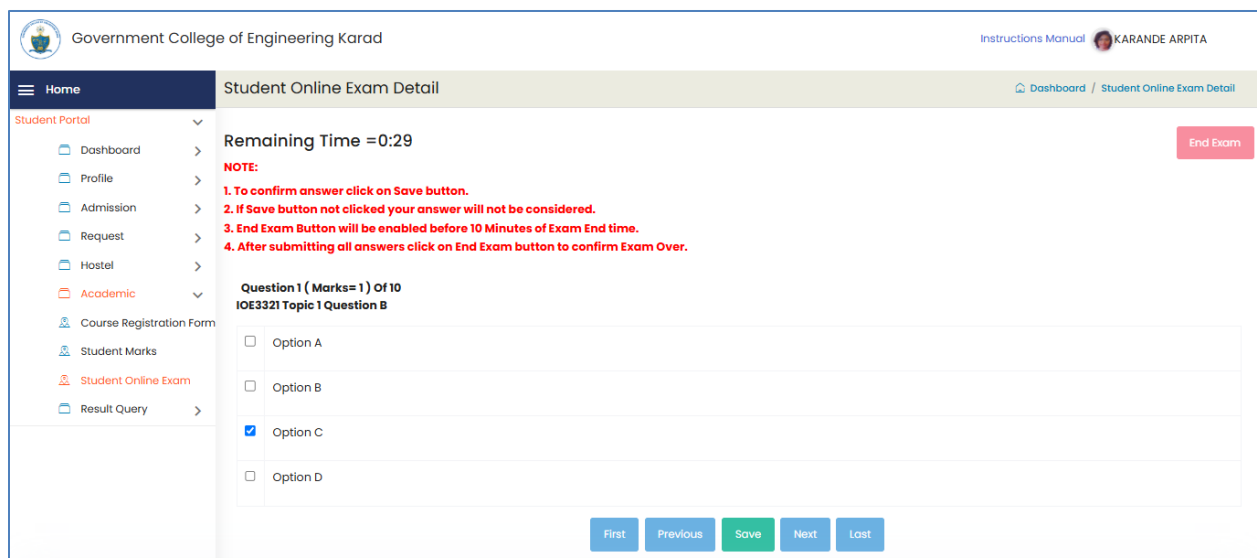## 2.5 Online Examination – Student Online Examination – Exam Password Validation

- **Students should enter the password provided by Examination Invigilator at the start of examination**.
- Enter password and click on "Submit" button.
- Question will be displayed.

2.6 Online Examination – Student Online Examination – Question & Answer Submission

- Select your answer option.
- Click on "Save" button to save your answer.

- Click on "Next" button to move on to next question, repeat above 2 steps.

- You can navigate through questions using "First", "Previous", "Next" and "Last" button.

- Once you submitted answer for questions of your choice and ready to End Examination, click on "End Exam" button (if enabled)

- Imp Note:
  - You need to click on "Save" button in order to register your answer, if "Save" button is not clicked your answer will not be considered.
  - "End Exam" button will be enabled 10 Minutes before of your remaining time.

2.7 Online Examination – Student Online Examination – End Examination

- Imp Note:
  - "End Exam" button will be enabled 10 Minutes before of your remaining time.

- Once you finish examination click on "End Exam" button to mark of End of Examination.
- Pop will be shown displaying summary of Examination.
- Click on "Yes" to End Examination.
- Imp Note
  - In case if you don't click "End Exam" before your Exam time, Exam will be Automatically end once you Examination time is over.

Wish you All the Best….!!!
Government College of Engineering Karad