

PRE-REQS AND RULES FOR OVERSEAS EXAMINATION

Overseas Examinations are conducted in online mode. All overseas students may download the exam application from the following link: <http://qb.vu.edu.pk>. A step by step guide for installation of exam software is also provided. After the installation, it is advised that **Demo Test** (Available approx. one week before the start of every exams) must be tried at least once before the start of every examination to verify the connectivity and working of exam software at students end. For smooth and problem free examination, it must also be tried in letter and spirit of the actual examination.

Please carefully read the pre-requisites and rules of the examination procedure.

(A) PRE REQUISITES:

You **MUST** have:

1. A stable internet connection.
2. Preferably same machine/workstation may be used in single examination.
3. External webcam is a must.
4. *Team Viewer application which can be downloaded from the following link:*
<http://www.teamviewer.com/en/download/index.aspx>.
You have to provide the ID and password to your concerned Invigilator before the start of each paper by running the software.

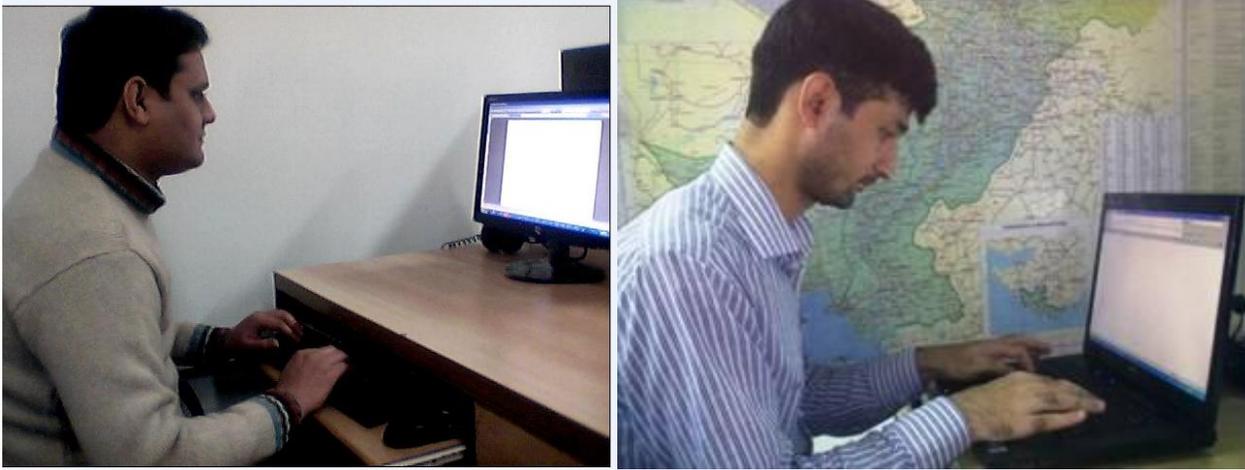
(B) RULES:

1. **AN UNMONITORED PAPER SHALL NOT BE ACCEPTED.**
2. **For attendance, student should Logged in the exam software 15 minutes before the start of each paper.**
3. The face of the student MUST remain visible along with the surroundings throughout the Exam.
4. **Use of Laptop webcam shall NOT be allowed.**
5. Use of ear phone is not permitted any time during the examination
6. In case of plagiarism report during evaluation, entire paper will be marked ZERO (0).
7. An overseas student during his/her visit to Pakistan shall be required to change his/her student status (overseas to local) in which case he/she shall appear in the examination ONLY at a VU designated exam center within Pakistan, on the date and time given by VU Department of Examinations.
8. **All papers MUST be conducted according to PST(Pakistan Slandered Time)**

(C) INSTRUCTIONS:

1. You **must** obtain your '**Exam Entrance Slip**' by visiting the following link through your VULMS ID and Password: <http://datesheet.vu.edu.pk>
2. You **must** remain online throughout your Exam timings.
3. **The duration of each of your paper(s) shall be 60 Minutes in MID Term and 120 Minutes in Final Term.**
4. Your invigilator will certainly block your paper if you go offline at anytime during your paper.
5. Your webcam **must** remain operative throughout your paper(s) during the Examination and maintain your camera position as shown in the following images.
6. **You must keep checking your VU email as well as VULMS Notice Board at least once a day.**
7. Your work area must be visible as shown and no paper/document of any kind should be visible.

Standard Webcam Position of a student During Exam:



***(If there is any change in these rules/instructions we will inform you through email. For any overseas examination related queries please communicate at overseasexams@vu.edu.pk)**