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28th & 29th December Exam Event 2018



**KUSHAL
YUVA
PROGRAM**



BS-CIT

*Bihar State-Certificate in
Information Technology*

BS-CSS

*Bihar State-Certificate in
Soft Skills*

BS-CLS

*Bihar State-Certificate in
Language Skills*

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Guidelines for KYP 28th & 29th December 2018 Exam Event

Steps to enable KYP Final Exam:

1. Check whether all latest Updates of MKCL ERA (2.8), ERA Explorer (1.0.11.6) and OES (4.4) are installed on the server machine

2. Synchronize below events from **OES Administrator Login**:

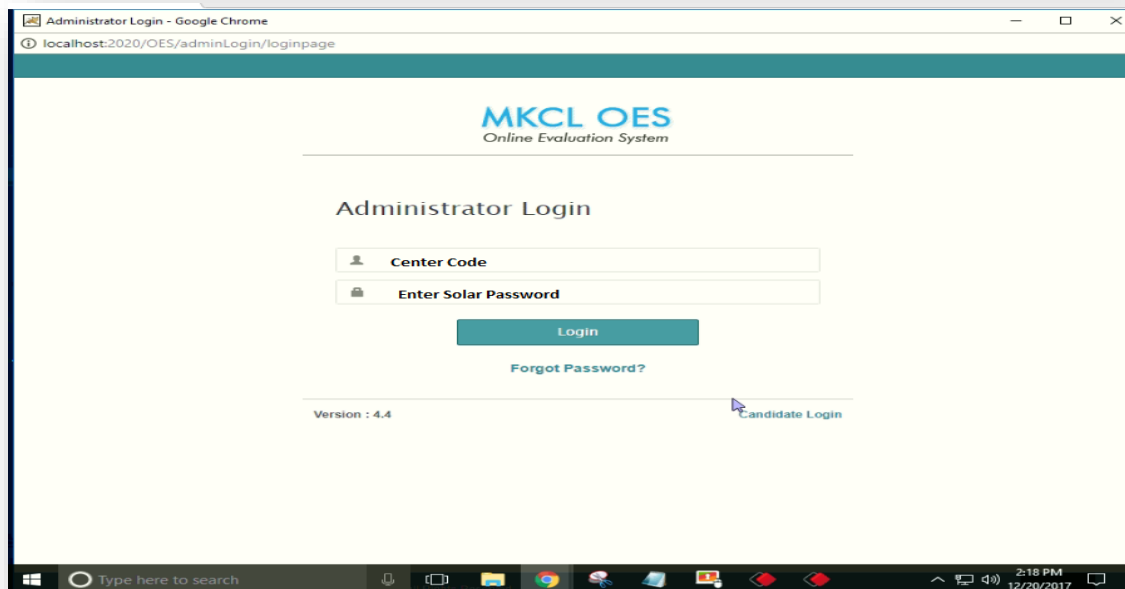
a) KYP Final Exam System Check(LF)

(This event will be available for downloading on 20th Dec 2018 and to be completed before 25th December 2018)

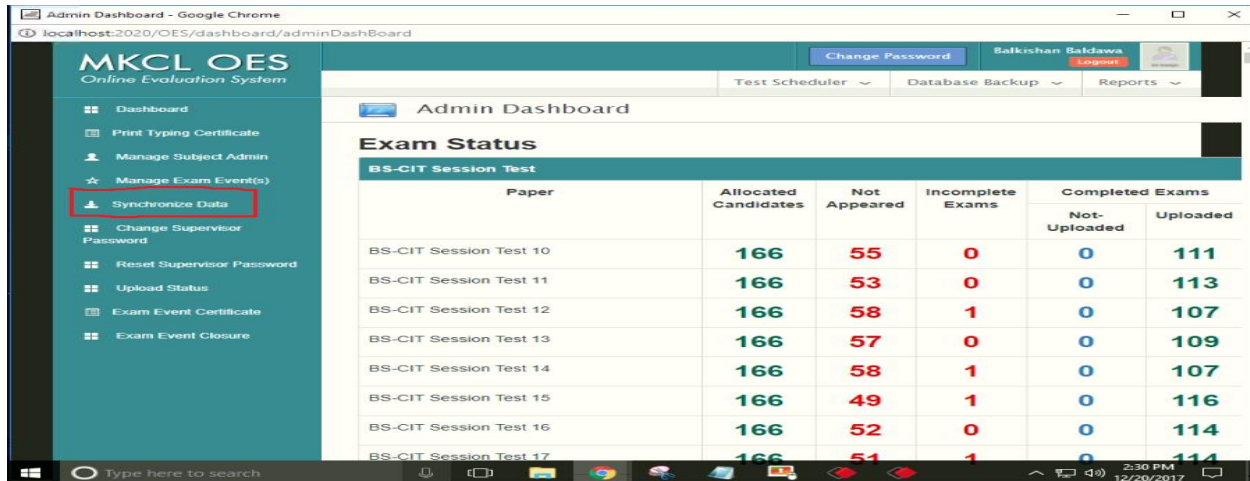
Following Step for Synchronizing the KYP Final Exam System Check (LF):-

Step 1:- Log in with <server name/server ip>:2020/OES in Chrome.

Step 2:- Enter Center Code and Password



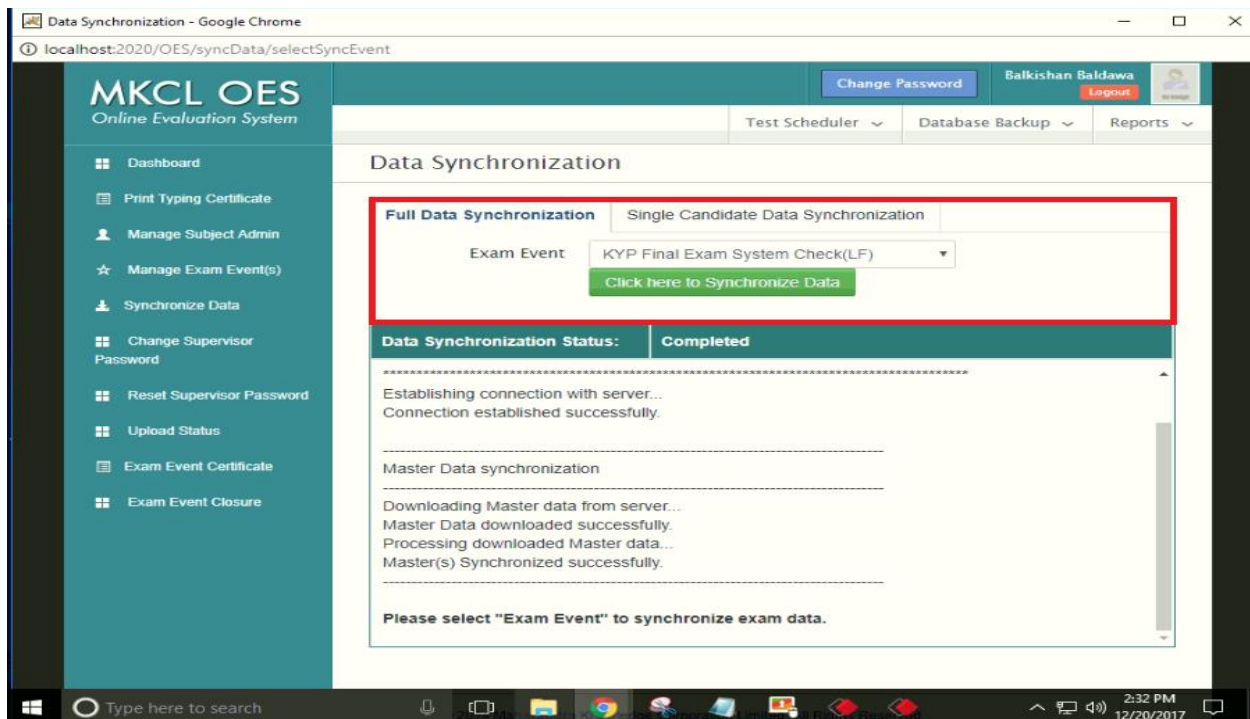
Step 3:- Select Synchronize Data option



The screenshot shows the Admin Dashboard of the MKCL OES Online Evaluation System. The sidebar on the left contains a list of navigation options. The 'Synchronize Data' option is highlighted with a red box. The main content area displays the 'Exam Status' for 'BS-CIT Session Test'.

Paper	Allocated Candidates	Not Appeared	Incomplete Exams	Completed Exams	
				Not-Uploaded	Uploaded
BS-CIT Session Test 10	166	55	0	0	111
BS-CIT Session Test 11	166	53	0	0	113
BS-CIT Session Test 12	166	58	1	0	107
BS-CIT Session Test 13	166	57	0	0	109
BS-CIT Session Test 14	166	58	1	0	107
BS-CIT Session Test 15	166	49	1	0	116
BS-CIT Session Test 16	166	52	0	0	114
BS-CIT Session Test 17	166	51	1	0	114

Step 4:- Select Exam Event as KYP Final Exam System (LF)



The screenshot shows the Data Synchronization page of the MKCL OES Online Evaluation System. The 'Full Data Synchronization' tab is selected. The 'Exam Event' dropdown menu is set to 'KYP Final Exam System Check(LF)'. A green button labeled 'Click here to Synchronize Data' is visible. Below the synchronization options, the status is shown as 'Completed'.

Data Synchronization Status: Completed

Establishing connection with server...
Connection established successfully.

Master Data synchronization

Downloading Master data from server...
Master Data downloaded successfully.
Processing downloaded Master data...
Master(s) Synchronized successfully.

Please select "Exam Event" to synchronize exam data.

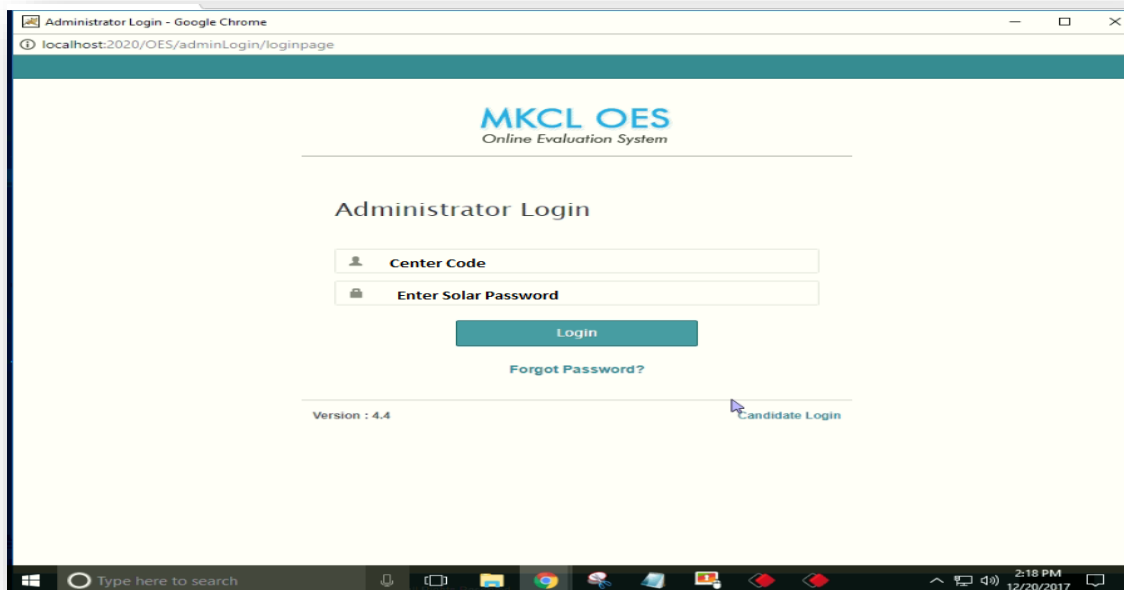
b) KYP Final Exam

(This event will be available for downloading 27th December 2018 after 05.30 P.M)

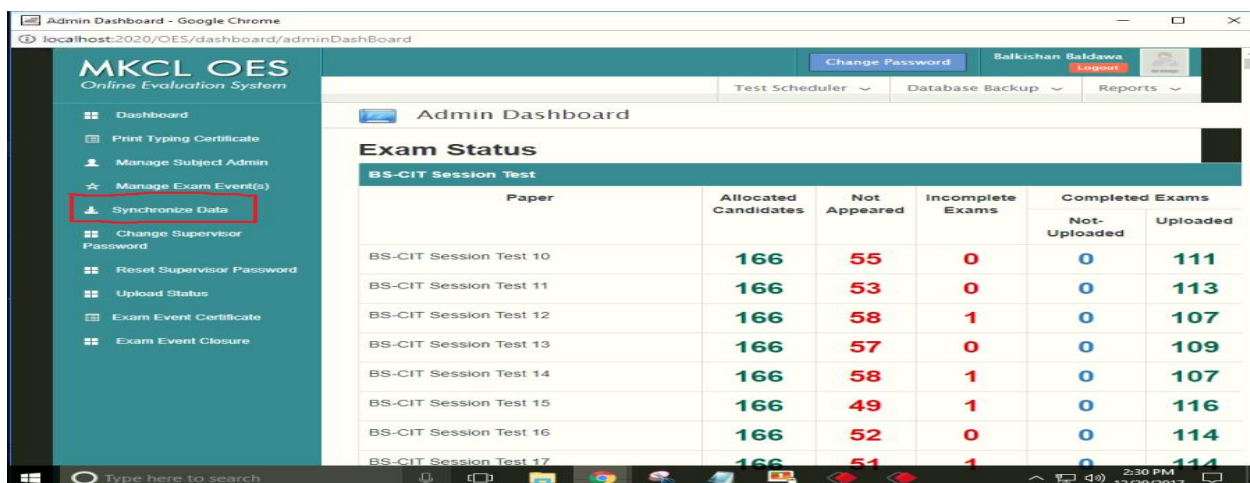
Following Step for Synchronizing the KYP Final Exam:-

Step 1:- Log in with <Server name/ Server IP>:2020/OES in Chrome.

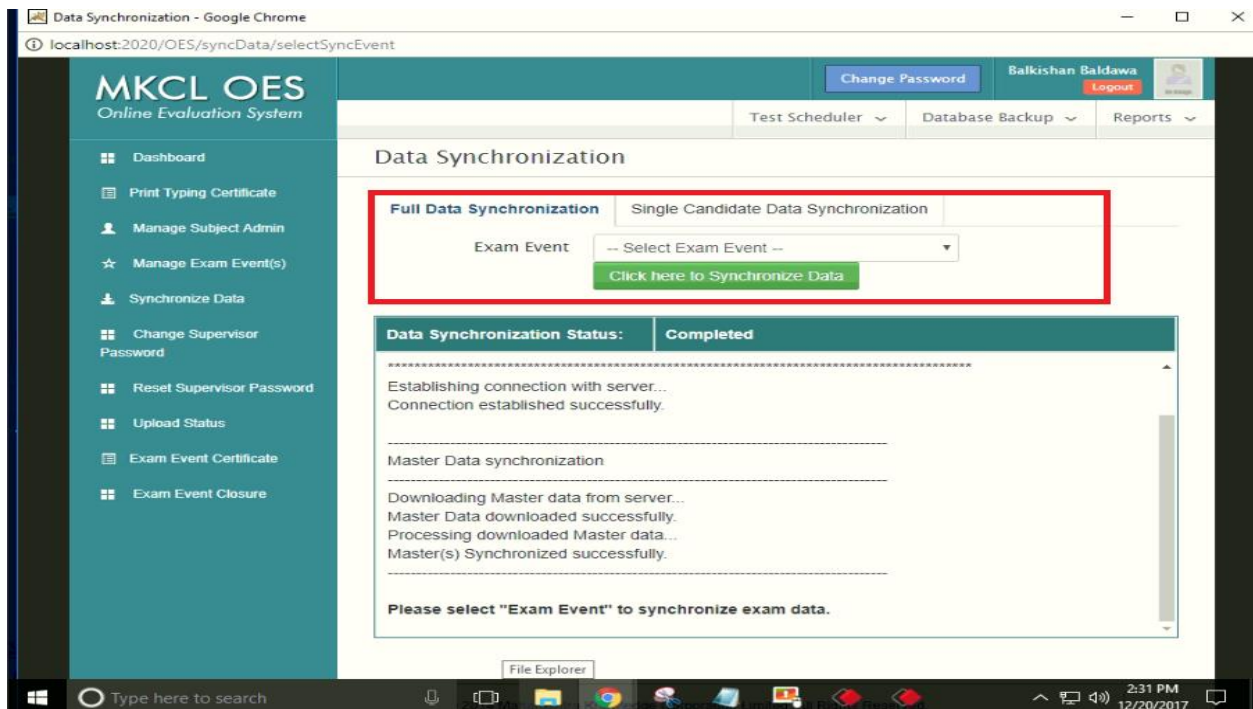
Step 2:- Enter Center Code and Password



Step 3:- Select Synchronize Data option



Step 4:- Select Exam Event as 28th & 29th December 2018 Exam Event

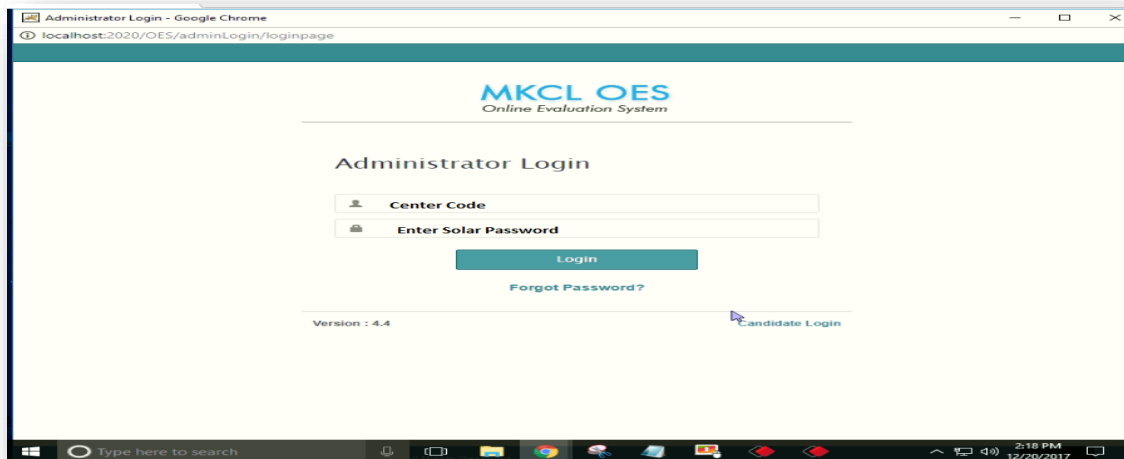


3. How to download the Login Credential of Learner:-

Follow the following step:-

Step 1:- Log in with <Server name/ Server IP>:2020/OES in Chrome.

Step 2:- Enter Center Code and Password



Step 3:- Select Report Option

Admin Dashboard - Google Chrome
localhost:2020/OES/dashboard/adminDashBoard

MKCL OES
Online Evaluation System

Change Password | Balkishan Baldawa | Logout | **Reports**

Test Scheduler | Backup/Restore

Admin Dashboard

Exam Status

BS-CIT Session Test

Paper	Allocated Candidates	Not Appeared	Incomplete Exams	Completed Exams	
				Not-Uploaded	Uploaded
BS-CIT Session Test 10	166	55	0	0	111
BS-CIT Session Test 11	166	53	0	0	113
BS-CIT Session Test 12	166	58	1	0	107
BS-CIT Session Test 13	166	57	0	0	109
BS-CIT Session Test 14	166	58	1	0	107
BS-CIT Session Test 15	166	50	1	0	115
BS-CIT Session Test 16	166	53	0	1	112

Step 4:- Select Candidate Login Report

Admin Dashboard - Google Chrome
localhost:2020/OES/dashboard/adminDashBoard

MKCL OES
Online Evaluation System

Change Password | Balkishan Baldawa | Logout

Test Scheduler | Backup/Restore | Reports

Admin Dashboard

Exam Status

BS-CIT Session Test

Paper	Allocated Candidates	Not Appeared	Present	Absent	Total
BS-CIT Session Test 10	166	55	0	0	111
BS-CIT Session Test 11	166	53	0	0	113
BS-CIT Session Test 12	166	58	1	0	107
BS-CIT Session Test 13	166	57	0	0	109
BS-CIT Session Test 14	166	58	1	0	107
BS-CIT Session Test 15	166	50	1	0	115

Reports

- Candidate Login Report
- Candidate Test Report
- Academic Summary Report
- Candidate Score Card
- Exam Activity Log
- Group Login Report
- Present / Absent Report

Step 5:- Select Exam Event as KYP Final Exam (28th & 29th December 2018 Exam Event).

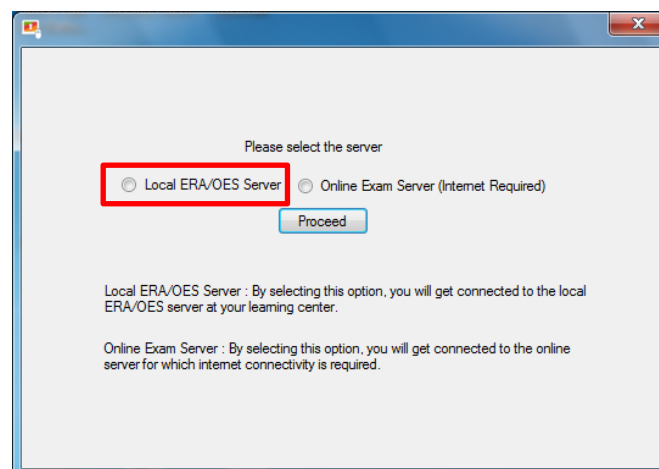
4. In case the learner has changed his/her ERA password, then a Learner Login report is available in OES Administrator login to get the password to be used for the KYP final exam.

Steps to follow on client machine:

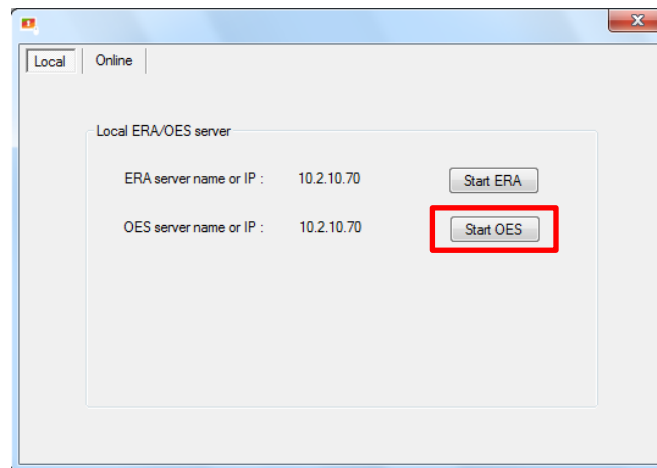
1. Please ensure that “ERA_Explorer_1.0.11.6.exe” or above is installed on the client machine before starting the exam. (To ensure that the exe is installed, please check ERA Explorer version 1.0.11.6 or above)

Follow following step to start the KYP Final Exam:-

Step 1:- Select Local ERA/OES Server after opening ERA Explorer



Step 2:- Select Start OES



Step 3:- Select Exam Event (28th & 29th December 2018 Exam Event):-

MKCL OES
Online Evaluation System

Please Select Exam Event

Sr.	Exam Event Name	Description	Select
1	KYP Final Exam	KYP Final Exam	<input type="radio"/>

Proceed

Version : 4.3 Administrator Login


10.2.10.70 MKCL ERA Explorer Version 1.0.10.6

Step 4:- Enter Candidate Login Credential:-

MKCL OES
Online Evaluation System

Server Time: 15:27:17 - 15 Dec, 2017

KYP Final Exam

 **Candidate Login**

Login

Back Version : 4.3 Administrator Login

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10.2.10.70 MKCL ERA Explorer Version 1.0.10.6

2. Open ERA Explorer. It will check following mandatory points:
 - a. Webcam and Mic are mandatory for exam and both should be connected to computer during exam.
 - b. MS-Office 2013 tools (specifically MS-Word 2013, MS-Excel 2013 and MS-PowerPoint 2013) must be installed/present on the computer.
3. EXAM will not start if Webcam or Mic are not present on the computer.

Please note:

- **KYP Final Exam System Check (LF)** course in OES will only be allocated to the Learning facilitators. This course has one test. In addition, the purpose of this test is only to check the readiness of computers for the exam on each client machine. This test has unlimited attempts. It is compulsory to check this test on all the computers on which exam has to be conducted. LF System check should be completed before 25th December 2018. If LF System check is not conducted at Center then to allow such to conduct the exam or not will be instructed by BSDM.
- **Marks will not be displayed to candidate after final exam.**
- Supervisor password is mandatory to start the final examinations. (*Supervisor password is Center's SDC Code*)
- **Candidate password is mandatory to end the exam.**

Final Exam Pattern:

Course Name	Difficulty Level	Count of Questions	Marks/Question	Total Marks	Total Marks / Course	Weightage (Scale down to Marks for final certificate)
BS-CIT (Word, Excel, Power Point)	Low	40	1	40	140	20
	Medium	20	2	40		
	High	20	3	60		
BS-CLS	Low	27	1	27	120	20
	Medium	27	2	54		
	High	13	3	39		
BS-CSS	Low	13	1	13	60	20
	Medium	13	2	26		
	High	7	3	21		

Exam Flow for learner:

1. Open ERA Explorer
2. Click on Start OES button
3. Do the learner login
4. Under KYP Final Exam Program, choose the applicable exam based on eligibility (BS-CIT, BS-CCS, BS-CSS).
5. The candidate has to attempt all the exams for which s/he is eligible.
6. After the exam result will not be displayed.

Exam time and compulsion time for learners

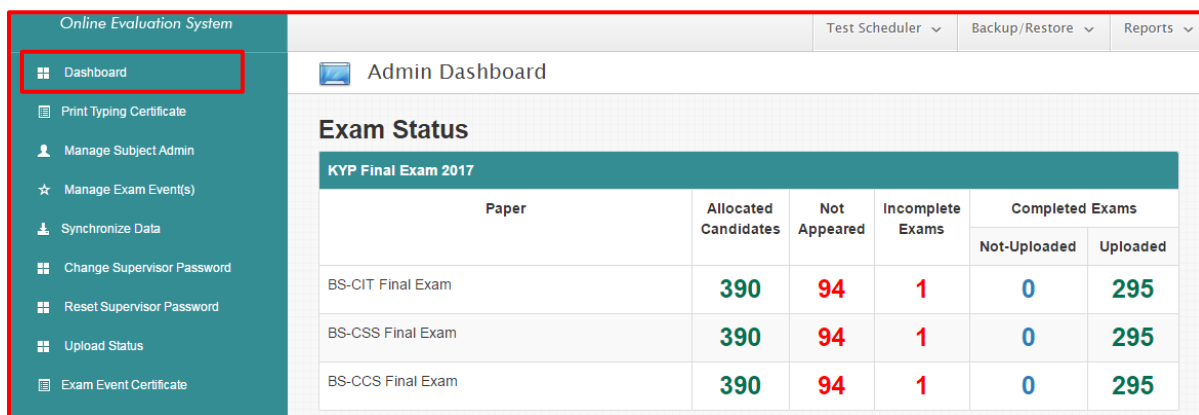
Course Name	Exam Duration	Compulsion time (Learner cannot end exam before this time)
BS-CIT Final Exam	60 Mins	30 mins
BS-CLS Final Exam	40 Mins	20 mins
BS-CSS Final Exam	20 Mins	10 mins

Step after examination:

1. Checking Candidate Attempt Exam Status:

After all the candidates gave the examination and center should to check count of candidates who gave the exam, completed the exam and how many candidates left the exam incomplete. This can be check by following way.

- Open OES on server machine on chrome/Firefox browser
(URL: <http://servername:2020/OES>)
- Click on "Click here to Start" button
- Click on "Administrator Login" link
- Enter SDC Code and Password
- Click on "Dashboard". On the right side of screen list of multiple exam events can be seen. Latest exam event will be at the bottom of the page. Please check the table for the exam event name of the Month.



The screenshot shows the 'Admin Dashboard' of the 'Online Evaluation System'. On the left is a sidebar menu with options like 'Dashboard', 'Print Typing Certificate', 'Manage Subject Admin', 'Manage Exam Event(s)', 'Synchronize Data', 'Change Supervisor Password', 'Reset Supervisor Password', 'Upload Status', and 'Exam Event Certificate'. The 'Dashboard' option is highlighted. The main content area is titled 'Exam Status' and displays a table for the 'KYP Final Exam 2017'. The table has columns for 'Paper', 'Allocated Candidates', 'Not Appeared', 'Incomplete Exams', and 'Completed Exams' (which is further divided into 'Not-Uploaded' and 'Uploaded').

Paper	Allocated Candidates	Not Appeared	Incomplete Exams	Completed Exams	
				Not-Uploaded	Uploaded
BS-CIT Final Exam	390	94	1	0	295
BS-CSS Final Exam	390	94	1	0	295
BS-CCS Final Exam	390	94	1	0	295

Allocated Candidate column: Shows the count of the total candidate for which paper were scheduled. The number in front of each paper can be clicked to check the list of candidates.

Not Appeared column: Shows the count of the candidate who were absent for the paper. The number in front of each paper can be clicked to check the list of candidates.

Incomplete Exams column: Shows the count of the candidate who started the paper but left the exam incomplete. The number in front of each paper can be clicked to check the list of candidates.

Not Uploaded column: Shows the count of the candidate who completed the paper but data did not get uploaded to central server. The number in front of each paper can be clicked to check the list of candidates.

2. Ending the incomplete exam by the candidate:

If the candidates have left the exam in incomplete state (started the paper but did not end the test) then the **Learning facilitator** should end the test for the candidate and then upload the data. The test can be ended on the next day of the closure of exam event. Steps to end the test and upload the data are as follows.

- i. Open OES on server machine on chrome/Firefox browser
(URL: <http://servername:2020/OES>)
- ii. Click in “Click here to Start” button
- iii. Click on “Administrator Login”
- iv. Enter SDC Code and Password
- v. Click on “Exam Event Closure”

The screenshot shows the 'Admin Dashboard' of the 'Online Evaluation System'. On the left sidebar, 'Exam Event Closure' is highlighted. The main content area displays 'Exam Status' for 'KYP Final Exam 2017'. It includes a table with columns: Paper, Allocated Candidates, Not Appeared, Incomplete Exams, and Completed Exams (subdivided into Not-Uploaded and Uploaded).

Paper	Allocated Candidates	Not Appeared	Incomplete Exams	Completed Exams	
				Not-Uploaded	Uploaded
BS-CIT Final Exam	390	94	1	0	295
BS-CSS Final Exam	390	94	1	0	295
BS-CCS Final Exam	390	94	1	0	295

- vi. Select Exam Event Name & Paper Name then Click on Proceed.

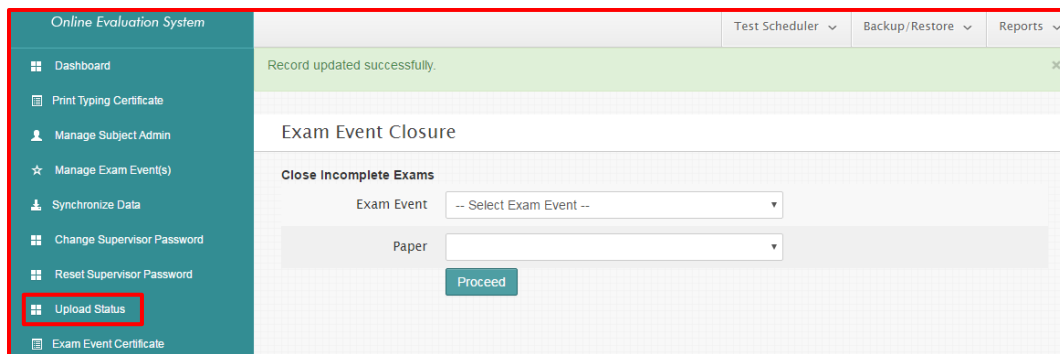
The screenshot shows the 'Exam Event Closure' screen. It has a section 'Close Incomplete Exams' with two dropdown menus: 'Exam Event' (set to 'KYP Final Exam May 2017') and 'Paper' (set to 'BS-CIT Exam'). A 'Proceed' button is highlighted with a red box.

- vii. Tick marks the candidate and End the exam.

The screenshot shows a list of candidates for exam closure. It includes a table with columns: Candidate Name, Login Id, Attempt No, Attempt Date, Time taken(in mins), and Select. The first candidate, MOGALE AJIT NANDKUMAR, has a checked checkbox in the 'Select' column. An 'End Exam' button is highlighted with a red box at the bottom right.

Candidate Name	Login Id	Attempt No	Attempt Date	Time taken(in mins)	Select
MOGALE AJIT NANDKUMAR .	245262331702017SP2	1	2017-04-28 08:46:58 PM	1	<input checked="" type="checkbox"/>

viii. Click on “Upload Status” button. Click on “Upload Data”



Online Evaluation System

Record updated successfully.

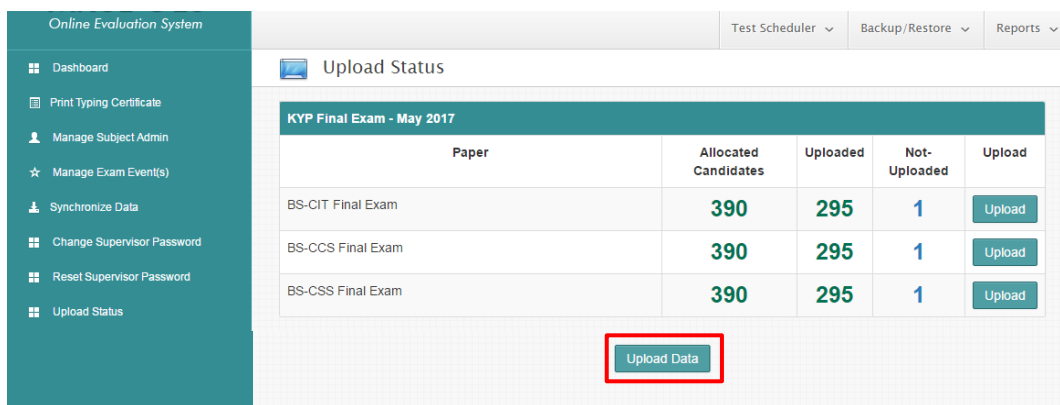
Exam Event Closure

Close Incomplete Exams

Exam Event: -- Select Exam Event --

Paper:

Proceed



Online Evaluation System

Upload Status

KYP Final Exam - May 2017

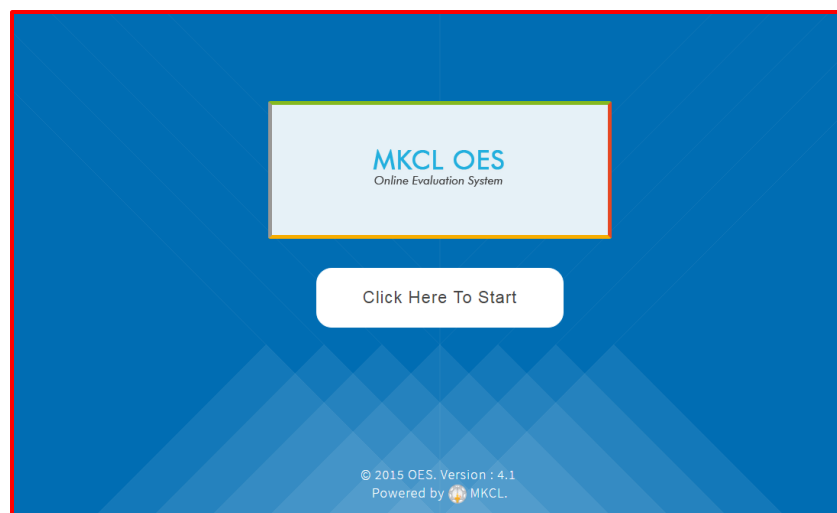
Paper	Allocated Candidates	Uploaded	Not-Uploaded	Upload
BS-CIT Final Exam	390	295	1	Upload
BS-CCS Final Exam	390	295	1	Upload
BS-CSS Final Exam	390	295	1	Upload

Upload Data

3. Exam Data Uploading:

If ERA server is connected to Internet, exam data gets automatically uploaded to server. To upload the exam data manually follow below steps.

- Open OES on server machine using Chrome/Firefox browser (URL: <http://servername:2020/OES/>)



- ii. Click in “Click here to Start” button. New page will get open.
- iii. Click on “Administrator Login”
- iv. Enter SDC Code and Password

- v. Data Uploading will start automatically

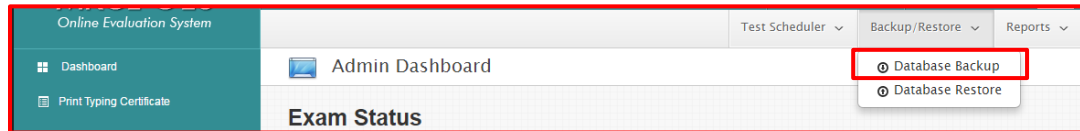
MKCL Recruitment 2017			
	Allocated Candidates	Uploaded	Not-Uploaded
MKCL Recruitment 2017		1193	720
MKCL Software Development (Android)	670	213	0
MKCL Software Development (Web)	718	155	0
Mock Paper - ET 2017	3910	1734	0
HS-CIT Online Exam - April 2017			
Paper	Allocated Candidates	Uploaded	Not-Uploaded

Note: - Uploading the Exam Data on Same day of Examination is mandatory

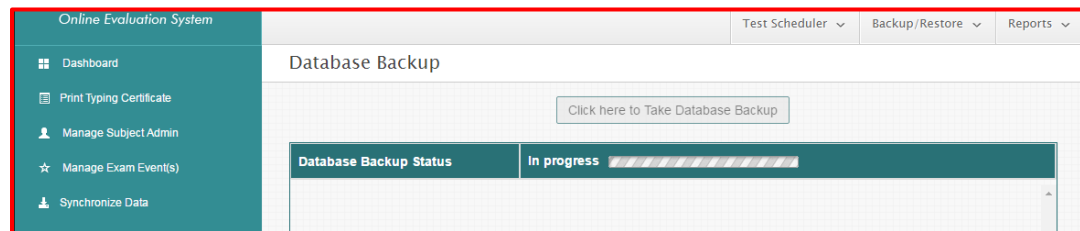
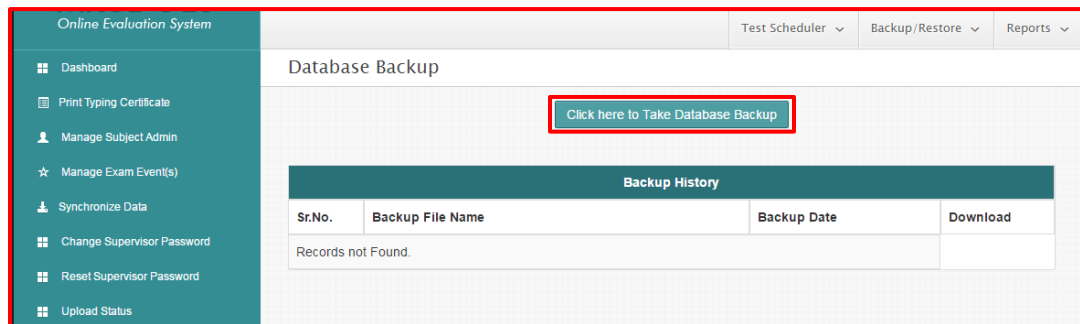
4. Exam Data Backup & storing it on secure location.

After successful data uploading, please take database backup. Steps to take backup are as follows.

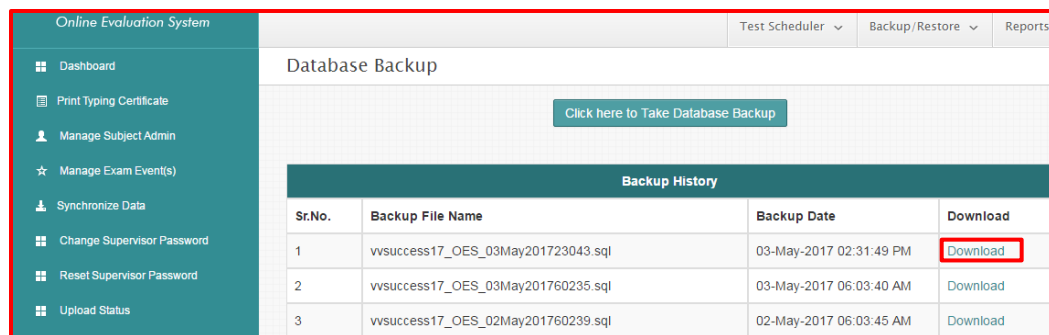
- i. Click on Backup/Restore button>>Database Backup



- ii. Now click on “Click here to take database backup” button



- iii. After the process get completed, click on download button and save the backup file on secure location like Pendrive/ External Hardisk/ Google drive.



-----END-----