

2020

# Al Anjal Private Schools



## **Online Virtual Exams Code of Conduct** Academic Year 2020-2021



# AI Anjal Rules of Conduct for Online Quarter 2 Exams

The purpose of this document is to make sure you understand Rules of Conduct for examinations administered remotely. You are required read all of the following Rules of Conduct before starting your examination. Violating these rules will lead to the exams disciplinary committee decision to determine its consequence.

## *Personal Items*

### **1. For the duration of examination, you SHOULD**

1. Use Laptop and Desktop computer only, Mobiles and other gadgets not allowed to use for the exam
2. The using Laptop/Desktop MUST have Camera and Mic for communication
3. Should have a good internet connection.
4. Student must login to the exam in the specified time only.
5. If cannot arrange laptop/desktop with camera than the student should come to school with parental approval.

### **2. For the duration of examination, you SHOULD NOT**

Students should not use or attempt to use any personal items, such as:

1. Should not be late to the exams as one attempt is allowed only
2. Electronic Devices and other external Cameras
3. Phones
4. Any Communication or Recording Devices
5. Watches
6. Personal Notes and Study Materials

### **3. Students should store all personal items outside of the room in which the exam is taking place, prior to testing.**

## *Behavior/Conduct*

4. **Student should not engage in any conduct that is disruptive, disrespectful or threatening. Further, I will not engage in any conduct that creates a disturbance or interferes with testing operations.**

## *Assistance*

5. **Students should not receive or attempt to receive assistance related to examination content from any person for the duration of Exam.**
6. **Students should not provide or attempt to provide assistance related to examination content to any other person for the duration of exam.**

## *Confidentiality*

7. **Students are informed that examination materials are the property of AI Anjal School, they should maintain the confidentiality of these materials, including the questions and answers to the questions.**
8. **Students should not remove or attempt to remove, whether through physical means, a recording device or otherwise, any written, printed, electronic or recorded examination questions or answers, in whole or in part.**
9. **Students should not electronically capture any examination content from the computer screen.**

## *Attestation/Candidate Agreement*

10. **Student is the person who represent to be for this session.**
11. **Students should understand that they will be monitored at all times during the session to ensure that strict adherence to security measures is maintained by all persons. Monitoring shall include audio and video recording.**