

Graphic Era Common Entrance Test (GECET)

Online Proctored Examination Guide

COMMUNICATION

All official communication from the University as well as the proctoring examination vendor shall be sent to your **registered email ID only**, and reminders may be shared on your **registered mobile number via SMS**.

Candidates are advised to check their **inbox and spam/junk** folder regularly.

BEFORE THE EXAMINATION

GECET is conducted in an online proctored format. Before the main examination:

Guide to taking the Proctored Exam (Required Viewing Prior to Exam)

∞ Video 1: Online Proctored Exam – Setup and Login

<https://www.youtube.com/watch?v=6AQcGsjvPnw>

(Covers login procedure, identity verification, secondary camera activation, and exam environment requirements)

∞ Video 2: Exam Interface and Proctoring Navigation

<https://www.youtube.com/watch?v=Yb1P1x3GkjE>

(Explains navigation of the exam interface, responding to questions, following proctor instructions, and correct submission)

MANDATORY Exam Day Readiness Check

Complete the mandatory **Exam Day Readiness Check** once the details are shared via email, prior to the examination date.

This readiness check is conducted to help you test system compatibility, camera and microphone functionality, internet stability, and become familiar with portal navigation — while also giving you the opportunity to identify and resolve any technical issues in advance.

On the actual examination day, due to the limited time window and high candidate volume, technical issues **may not be resolvable**. Failure to prepare in advance may adversely affect your performance and, consequently, your scholarship eligibility.

During the readiness process, ensure that you are comfortable utilizing your **mobile phone as a secondary camera** to display your surrounding examination environment, as proctors may require you to do so. Familiarity with this process is essential prior to the main examination.

DEVICE & ENVIRONMENT

The examination must be taken on a **laptop or desktop computer only**.

Mobile phones and tablets cannot be used to take the examination.

Ensure:

- Functional webcam and microphone
- Stable internet connection
- Adequate power backup
- Quiet, well-lit room
- Valid government-issued photo ID ready

CANDIDATE RESPONSIBILITY

Candidates are responsible for ensuring that their device, connectivity, and examination environment meet the required standards.

The University and/or examination vendor shall not be responsible for technical or environmental disruptions at the candidate's end. Requests for rescheduling due to such issues will not be entertained.

EXAMINATION DAY

Log in at least **30 minutes prior to the commencement of the examination**. Complete all identity verification procedures.

Strictly follow the instructions of the proctor promptly at all times. Failure to comply may result in termination from the examination.

TECHNICAL SUPPORT

•For Technical / Login / System Issues

Examination Vendor Help Desk

+91 8929013101

•For Credential / Registration Issues

University Help Desk

18002701280 / 18008906027

Keep your registered email ID, mobile number, registration number, and a brief description of the issue ready when contacting support.

SCHOLARSHIP INTEGRITY

For candidates who become eligible for scholarships, a **detailed secondary review** shall be conducted.

Identity details and proctoring recordings shall be examined by a designated panel. System logs shall be reviewed for any trace of unfair or unethical practice.

Any unethical practice shall result in cancellation of examination results and withdrawal of scholarship benefits as per University regulations.

AUTHORITY

The University reserves the right to modify or update the examination process in the interest of fairness, integrity, and smooth conduct of GECET.