



INSTITUTE OF PUBLIC HEALTH & HYGIENE

Regd. Office & Training Centre:

RZ-A-44, Mahipalpur, New Delhi-110037

Ph.: +91-11-26782850-54, 26786846-47

Fax : +91-11-26781080

Helpline : (24x7) +91-9811817972

URL: www.iphhparamedic.in

E-mail: iphh76@gmail.com

Guidelines for Online Examination

As a precautionary measure against Covid-19, INSTITUTE OF PUBLIC HEALTH & HYGIENE has decided to hold **Online Examination of all Students of One & Two Years Diploma Courses from 22nd June 2020**. The fact that this sort of practice is not familiar and ordinary for the students, the college has determined several guidelines which will be helpful in the future course of action.

1. Read and understand the test instructions carefully.
2. Appear for exam only on your **Student portal** according to the prescribed date sheet. Do not share your password with any other student for any possible Misuse of Facility provided by the Institutions including Exams.
3. The **Link** for the exam will open only on **designated date & time** and will close automatically after the Test time is over. Students must keep a check on the time and in order to avoid any **Technical Issue** they must have an uninterrupted **Network Connection**.
4. Before attempting the examination please ensure your Desktop/Laptop/Mobile Phone/Handheld Device is free from any technical issue, also ensure that you should have 60 minutes or more of Uninterrupted Network Connection.
5. Carve out a quiet test-taking spot with minimal distractions. Keep a **check on time** to finish the test on time.
6. **Do not try to appear** for exam before or after exam time. Login is for **single use** only. It will be **deactivated** automatically after first use.
7. Do not leave the Exam page after choosing to attempt it. Do not leave the Test page in between; do not **refresh** the page in between, Avoid opening **multiple windows** during the test.
8. Examination Link for all **ONE YEAR DIPLOMA STUDENTS** and **FIRST YEAR STUDENTS OF 2 YEAR DIPLOMA COURSES** is <http://examiphh1year.fimt-ggsipu.org/>
9. Examination Link for all **SECOND/FINAL YEAR STUDENTS** is <http://examiphh2year.fimt-ggsipu.org/>
10. Examination link and the screen shot of sequences for the online examination are also available on the home page of the website of the Institute i.e. www.iphhparamedic.in
11. Please note that the Login ID and Password to enter into the examination portal will be sent to the students on their individual mobile no. & e-mail ID as mentioned while filling the online examination form. Institute shall not be responsible if the student has mentioned wrong mobile no./e-mail ID or mobile no./e-mail ID which does not belong to the student. Any discrepancy in context of this has to be rectified by or before 20th June 2020 by calling on 9811817972.



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12. Students who have filled their online examination form and fee and have also cleared their dues are directed to call on 9811817972 if they do not receive their login ID and Password for online examination by **12PM on 20th June 2020**.
13. Students will be able to enter the examination window 15 mins prior to scheduled time of examination but can attempt examination only at stipulated time
14. Please logout of the examination portal after completion of the examination.
15. Please note that you need to re-log on the examination portal if you have to attempt next examination. There has been given a gap of 30 Mins between two examinations for convenient re-login on the examination portal.
16. Do not leave the examination portal before the prescribed time of examination is over. Once left, the student will not be able to re-join until technical assistance is provided to log-in.
17. Technical Problems/Errors may arise during the session you are advice not to panic and avoid doing any troubleshooting on your end. Please contact out **IT Team/Helpline Nos.** for immediate solution (at 9811817972/011-26782846/47).
18. Check and review your answers before you submit it.
19. Click on submit.Wait for the Confirmation message generated by the Software.
20. Exam rules are very strict and important so it must be considered with priority and any type of negligence is not acceptable.

WISHING YOU ALL THE BEST!