

Candidate Experience for Proctored Assessments:

Candidates are advised to use latest version of Google Chrome and Mozilla Firefox for a seamless experience during the Assessment.

***Mettl Proctored Assessments are not supported on Mobile devices (eg. Cellphone / Smartphones / Pads / Tablets)**

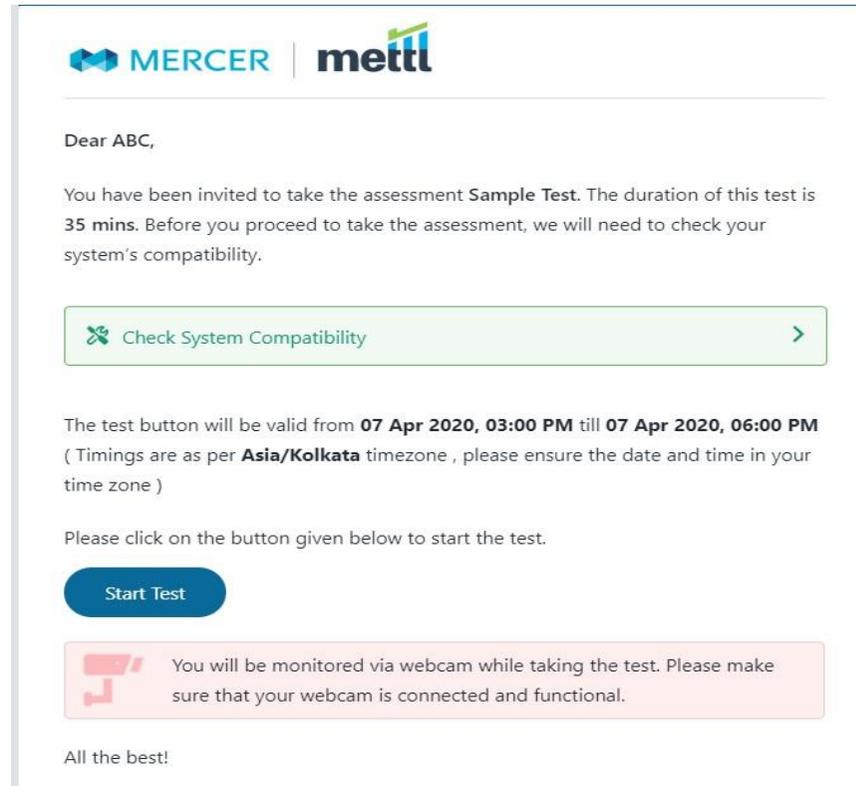
***Mettl Proctored Assessments are not supported on Safari and Edge browsers.**

This document is specific to the candidates who will receive an email notification on their email ids to start the test.

- **Kindly follow the steps given below in order to execute your online assessment smoothly**

Once you receive an email notification for the test, follow the below steps

A) Click on the 'CHECK SYSTEM COMPATIBILITY' tab to be redirected to a system check link.



B) If System compatibility is successful, click to the 'START TEST' tab to get redirected to the test page.

C) If you receive the test link prior to the test start time, you can test your system using "Check system compatibility" option and keep your system ready. Candidates can then start the test at the desired time.

Steps to follow only If an assessment is initiated on 'Google Chrome' browser:

Since **Screen Capture is enabled** for this test, candidates need to follow the below steps which they will get by clicking either on "[Check System Compatibility](#)" in the email notification. If the browser extension fails to install automatically, the same can be done manually by following the below mentioned process.

1. Steps involved:

- **Step 1) After clicking on the "Check system Compatibility", you will be redirected to the below page:**



Sample Test

Permission to download a useful browser extension

Step 1 Please [CLICK HERE](#) & follow these steps below to continue

Step 2 Click on the "Add Extension" button in the popup

Step 3 The extension would get added/downloaded successfully

Click on "CLICK HERE" button on this page and you will be re-directed to the next page as shown below.

This page appears when you press on “CLICK HERE” on the previous page

Sample Test

Extension installation failed

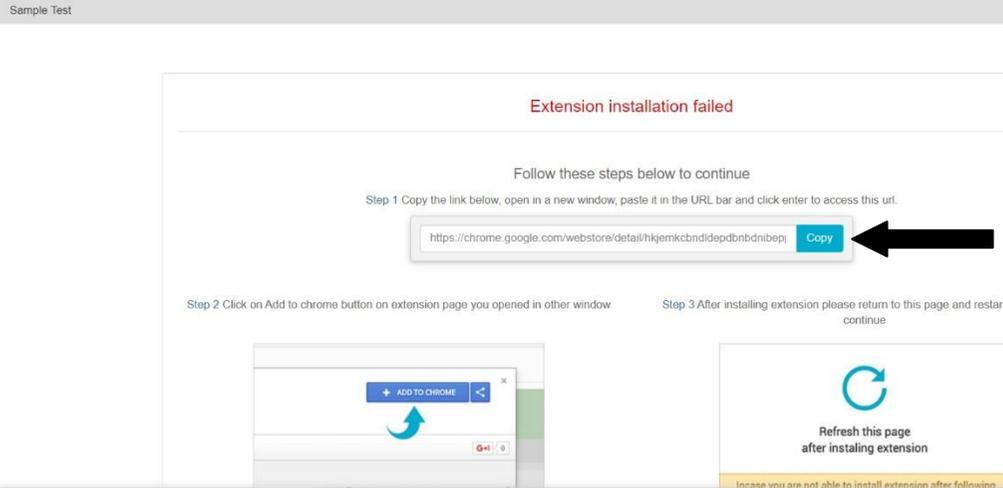
Follow these steps below to continue

Step 1 Copy the link below, open in a new window, paste it in the URL bar and click enter to access this url.

<https://chrome.google.com/webstore/detail/hkjemkcbndidepbnbdnibepj> **Copy**

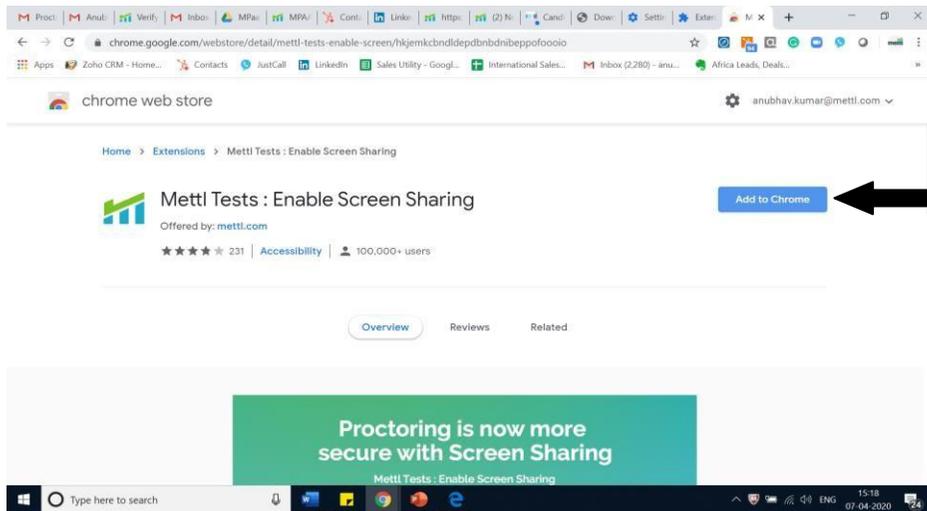
Step 2 Click on Add to chrome button on extension page you opened in other window

Step 3 After installing extension please return to this page and restart i continue



Copy this link in the next tab of the browser to continue with the next steps.

➤ Step 2) There is a link mentioned on this page which candidates need to copy into the address bar. Candidates are requested to copy this in a new tab of the browser and this page will lead them to:



chrome web store

Home > Extensions > Mettl Tests : Enable Screen Sharing

Mettl Tests : Enable Screen Sharing

Offered by: mettl.com

★★★★☆ 231 | Accessibility | 100,000+ users

Add to Chrome

Overview | Reviews | Related

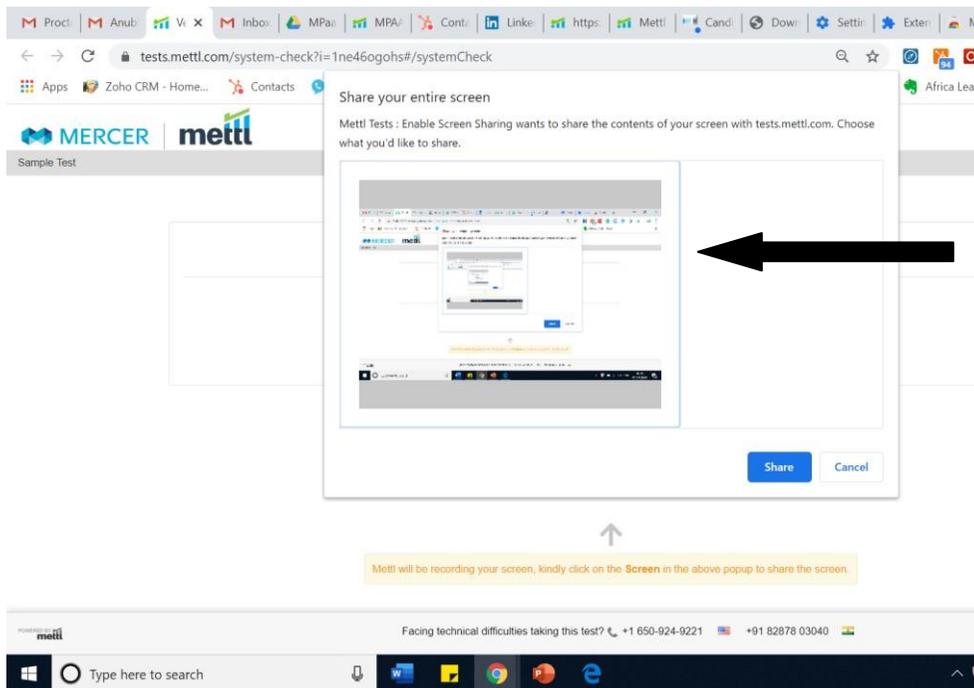
Proctoring is now more secure with Screen Sharing

Mettl Tests : Enable Screen Sharing

Click on “Add to chrome” and wait for few seconds. IT will ask you to “add extension”. Refresh the page and you will see that extension has been added.

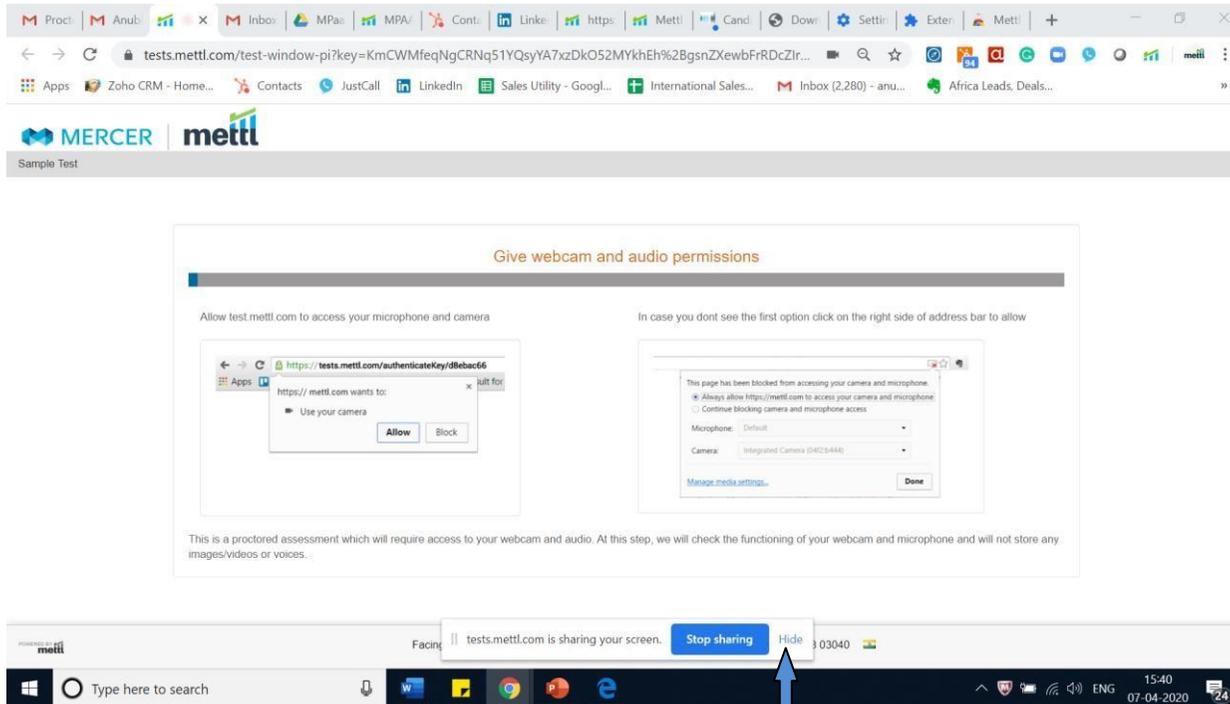
****In case you are using the same system now which you will be using to give the test, you can follow steps number 2 by clicking on this link – [Click here](#) (This is the same link which is mentioned in the above picture. It can be used directly to add Mettl’s extension to your Google Chrome browser)**

- **Step 3) Once the chrome extension is added, using “Check System Compatibility” button, go to the same page again and refresh the window and it will take you to the next page:**



Select this screen and click on the “Share” button below

- **Step 4) After you allow to share your screen, system will ask you to allow the use of your Camera and Microphone. Kindly allow and proceed ahead. This page will look as below:**

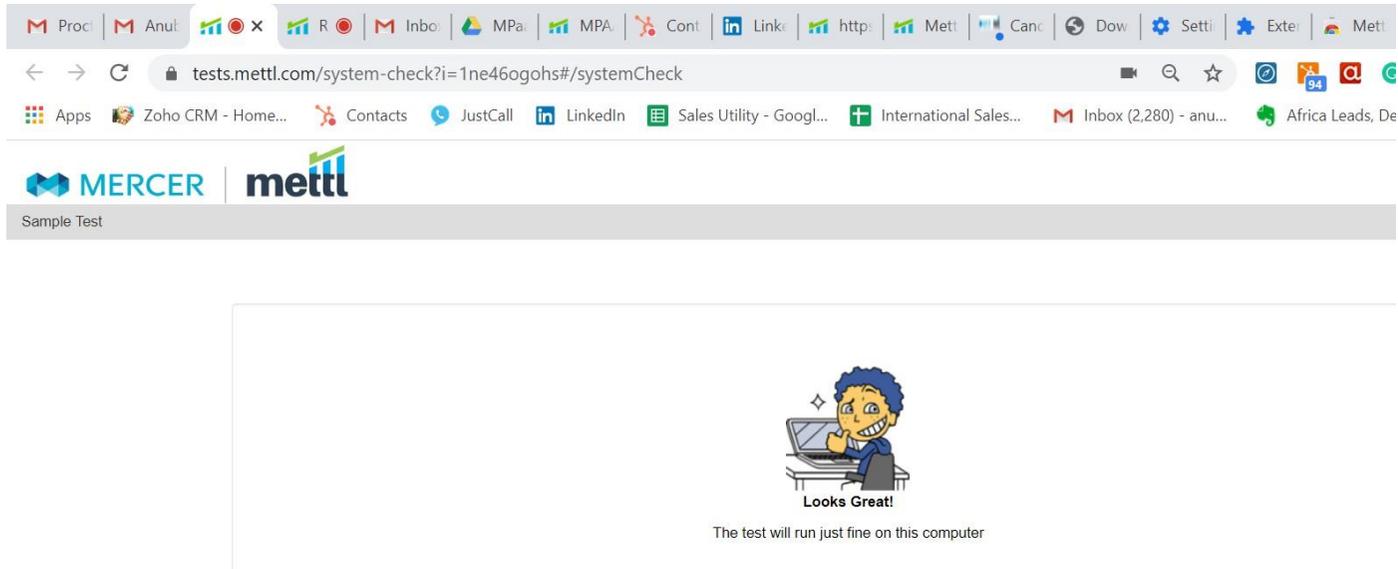


After all the processes are done, wait for some time on this page. It will then you give you a message:

“Looks Great, the test will just run fine on this computer”

Click on “Hide”

➤ Step 5) After all the above steps are done. You will get a message on the screen as shown below:



This message means that your system is now ready to conduct this test.

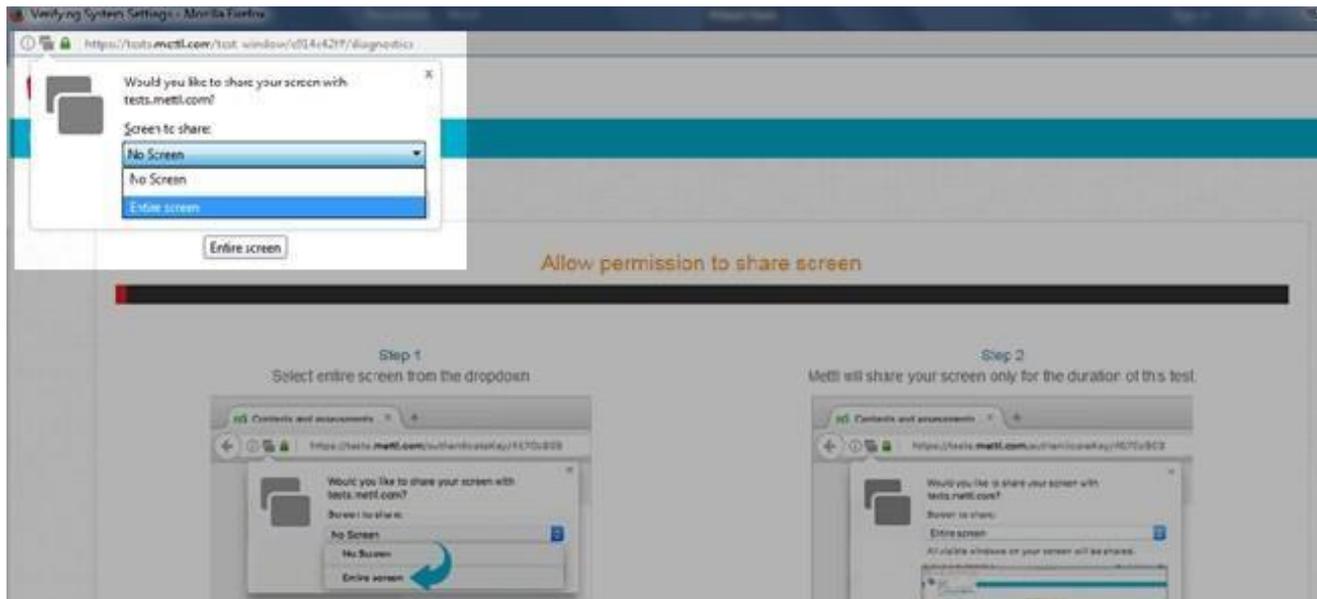
Now, if you have received the test link, click on the “**Start Test**” button directly and enter the test.

Steps to follow only If an assessment is initiated on ‘Mozilla Firefox’ browser:

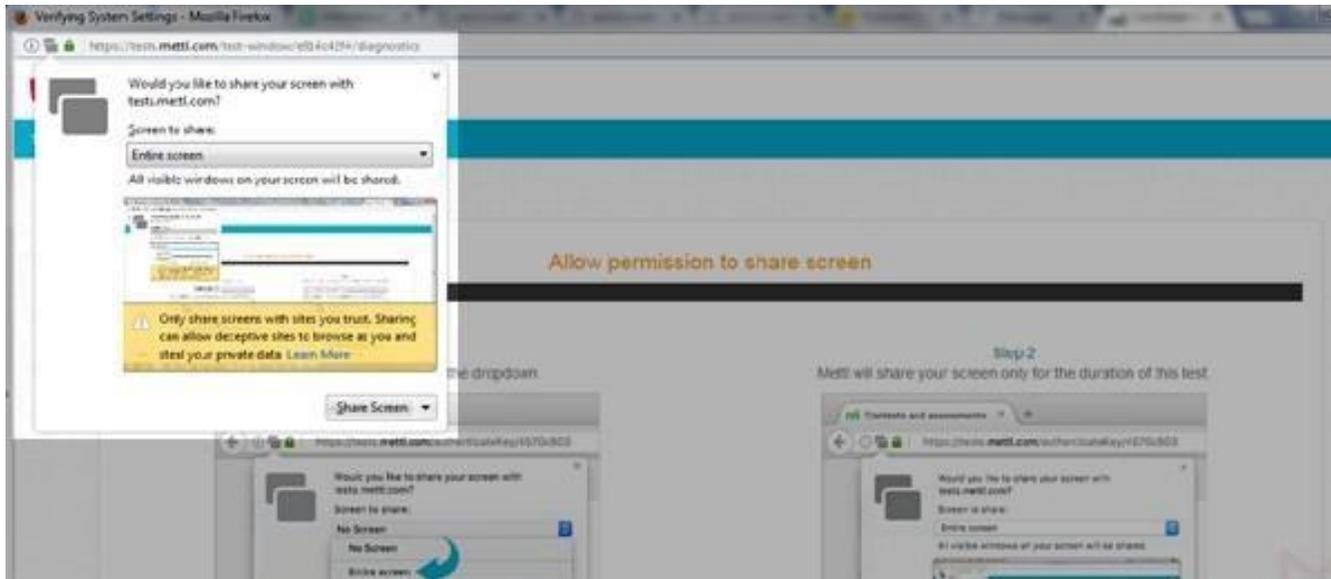
In this browser, there is no need to add an extension. The candidates only must follow the below steps:

- After launching the test you will get a pop-up screen on the top left corner to share the screen. You have to select “entire screen”.
- Once you select Entire screen option, Click on share screen button to give the permission to capture the screen.
- After launching the test, the candidates are required to provide permission for webcam and microphone and access for capturing Screen Shots. They can proceed thereafter by clicking on 'Next'.

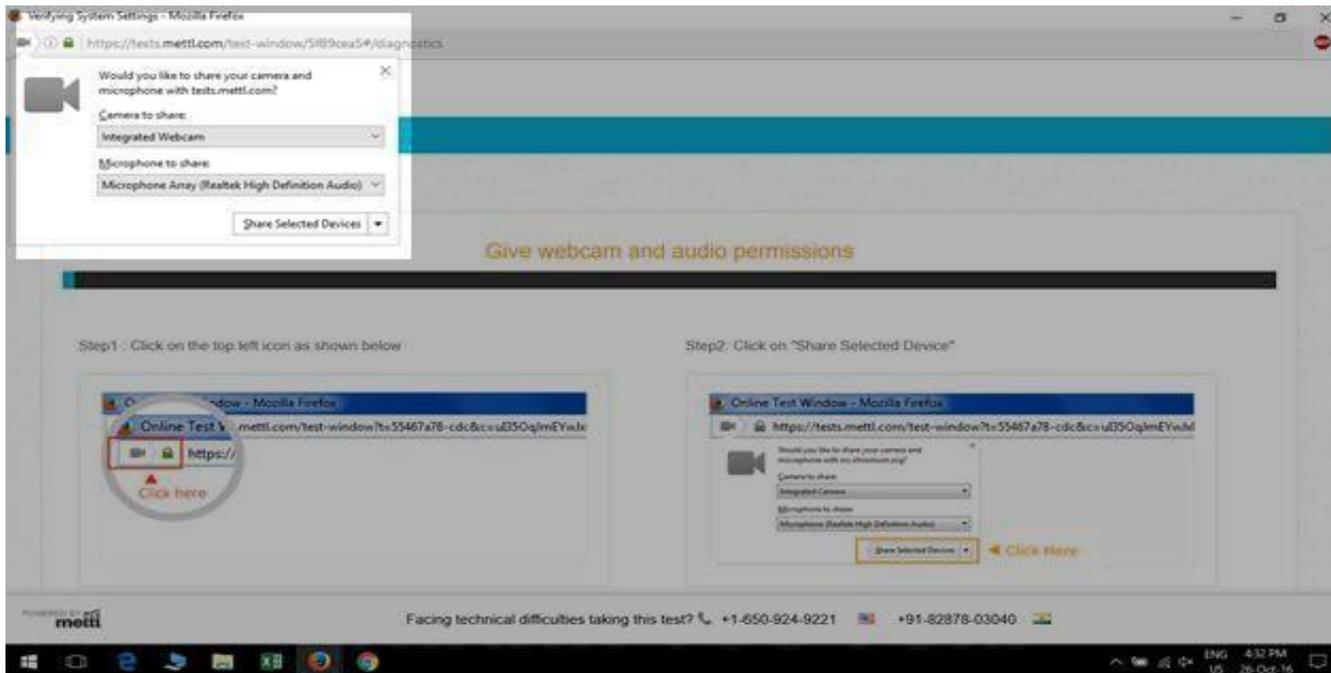
The window looks like as shown below in the pictures:



Select “Entire Screen”
and click on share button



Click on Share Screen button



Give audio and web-camera permissions to capture the sound and video while taking the test.

Your test has loaded. Click "Next" to continue

Please close all programs that upload
or download files in the background.
For example: Dropbox, torrent, etc.

Next



When all the processes are done,
click on "Next" to start the test.

Once the Dry Run is Completed Candidate will get the below screens:

1) Once the candidate clicks on the 'Next' button, he/she will be directed to an instructions page. The candidate is supposed to read carefully and adhere to all the instructions provided, till the completion of the test. Candidates need to click on 'Proceed' button in order to be directed to the registration page.

Please read the instructions carefully before starting the test.

TEST DETAILS

Total no. of Questions - 82

Total Duration - 120 Mins

[View Sectionwise Details](#)

THINGS TO REMEMBER

1. Before starting the test, please close all chat windows, screen-saver, etc. and make sure that you have a stable internet connection.
2. Do not press the "F5" key while giving the test as this will make the test end suddenly and you will not be able to continue the test.
3. If your computer system shuts down suddenly due to power supply being disconnected, you can resume the test from the same question that you were attempting earlier. All your previous answers are already saved.
4. When resuming the test, follow the same steps which you took to start the test in the beginning using the same registration details.

[Proceed](#)

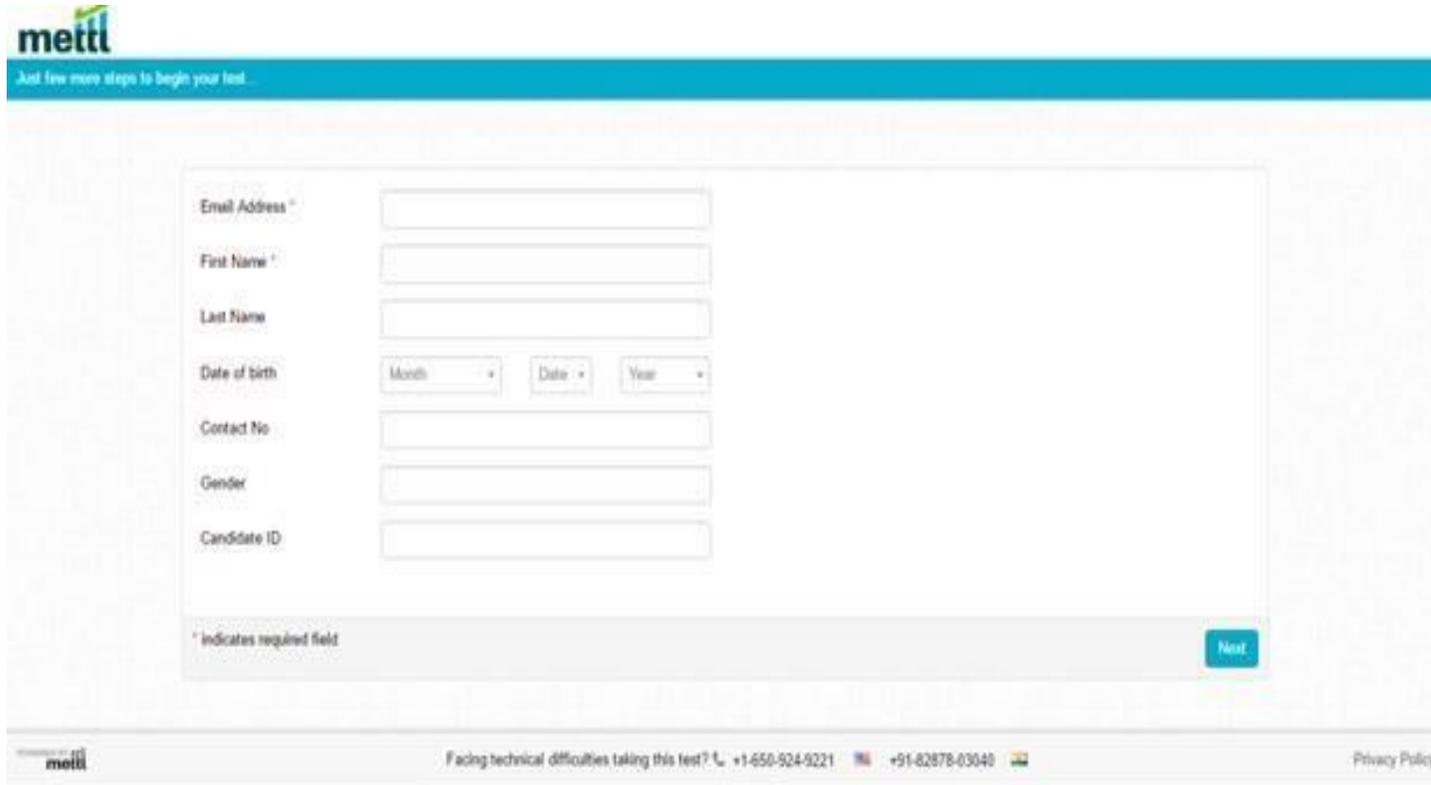
POWERED BY mettl

Facing technical difficulties taking this test? +1 650-924-9221 +91 82878 03040

You can click on View section details to check if there any sections in the assessment. Else, go through the instructions given below and click on "Proceed" button.

2) Candidates are required to fill in all the relevant data and proceed by clicking on 'Next'.

****Kindly enter the same email Id here through which you were invited.**



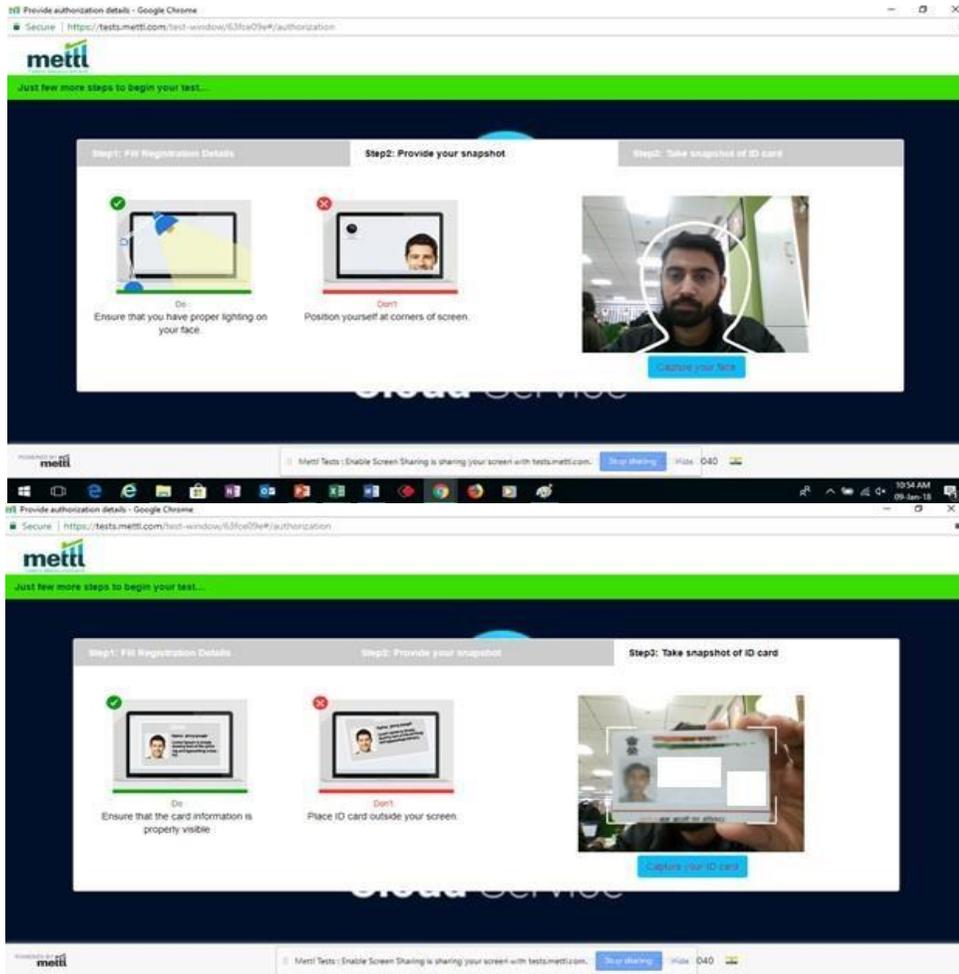
The screenshot shows the mettl registration form. At the top left is the mettl logo. Below it is a teal banner with the text "Just few more steps to begin your test...". The main form area contains the following fields:

- Email Address *
- First Name *
- Last Name
- Date of birth (Month, Date, Year dropdowns)
- Contact No
- Gender
- Candidate ID

A legend at the bottom left states "* indicates required field". A blue "Next" button is located at the bottom right of the form. The footer contains the mettl logo, contact information: "Facing technical difficulties taking this test? ☎ +1-650-924-9221 📠 +91-62878-03040 🌐", and a "Privacy Policy" link.

Fill in all the fields which are mandatory (marked in *) and click on next.

3) Candidate will be redirected to the snapshot page where candidate needs to provide the snapshot of the face and a snapshot of the ID card.



Provide your Snapshot. Capture a clear image of your face. You can recapture again if you feel the picture is not clear enough.

Provide the Snapshot of any of your Id cards. It can be University ID card, Government ID card, etc. Capture a clear image and make sure your name is clearly visible in the picture.

4) After providing the snapshot, candidates are guided to a 'Section Instructions Page'. Upon reading all the instructions carefully, candidates may start the test by clicking on '**Start Test**' tab.



Your test is loaded

 Click on the button below to start the test.

Select the section you want to attempt

<input checked="" type="radio"/> Section #1	3 questions	Untimed*
<input type="radio"/> Section #2	7 questions	Untimed*
<input type="radio"/> Section #3	1 questions	Untimed*

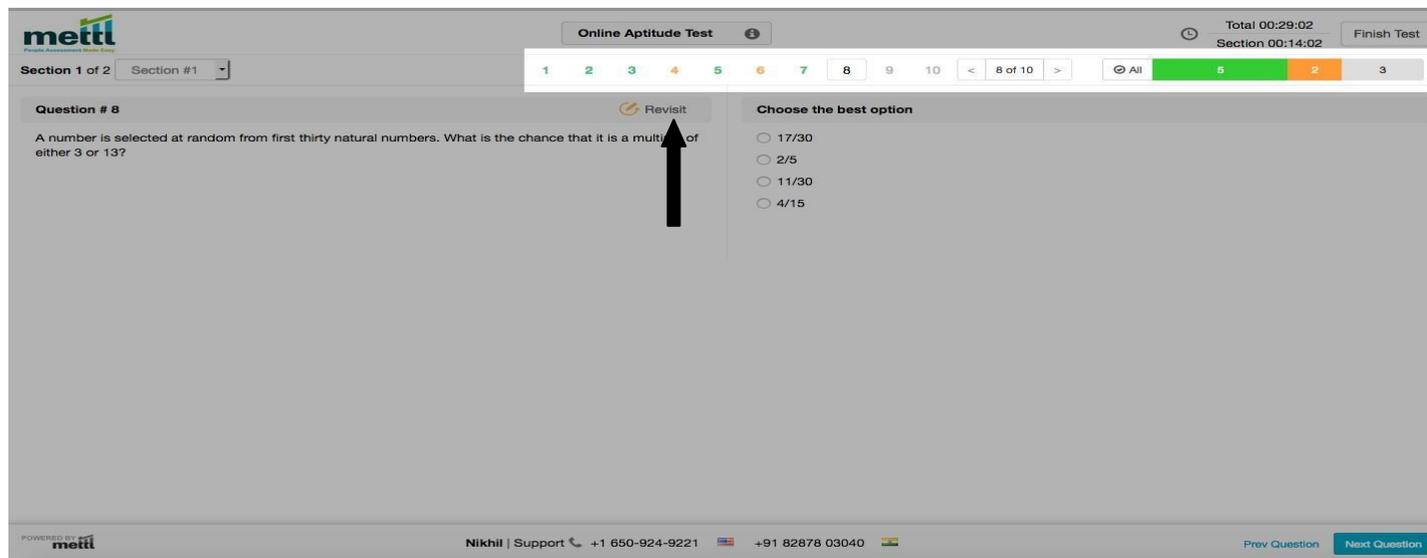
*Untimed: These sections are without any specific time limit. You can answer these sections within the total assessment time limit.
i.e Total Time of Untimed Sections = Total Time of Test - Total Time of Timed Sections.

 Total no. of Questions - 11  Total Duration - 60 Mins

[Start Test](#)

5) Once a candidate clicks on 'Start Test' it will open the main test window. The screen has following data.

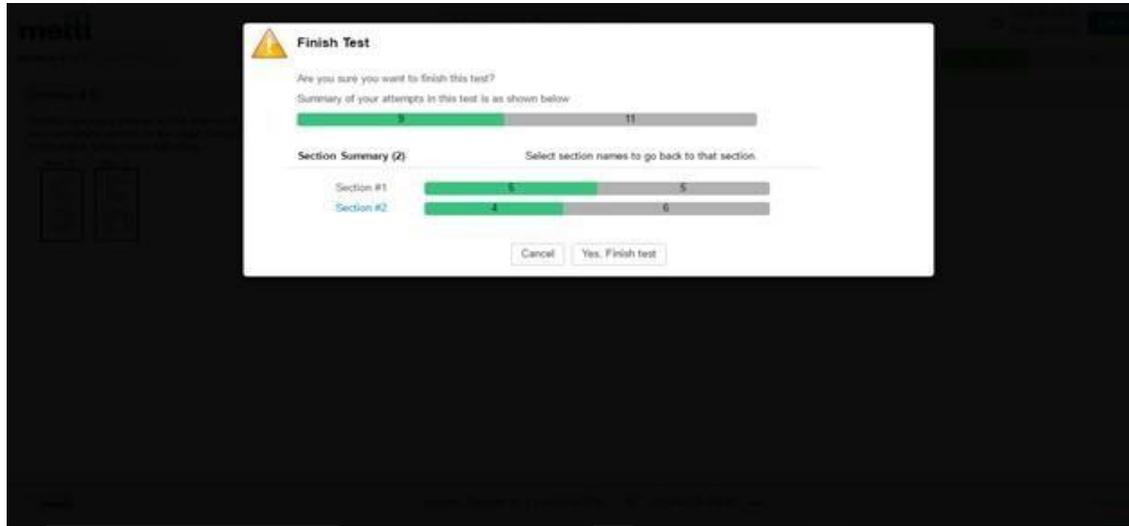
- Time remaining for the test, displayed on top right corner of the test window.
- 'Next Question' tab on the bottom right corner of the test window. Candidates can navigate between questions by clicking on the respective question number as well.
- 'Section #1', by using the option provided candidates can navigate between sections, or by clicking on the 'Next Section' tab on the bottom right of the test window.
- 'Finish Test' tab on the top right corner of the test window.
- The Revisit option helps the candidate mark a question that can be reviewed later before finishing the test.
- The status of the question can be known according to the color displayed. Green color is for the question attempted, Orange color is for questions marked for review and grey color is for questions not attempted.



The Different color schemes as defined above:

Green – Attempted
Orange – Marked for Review
Grey – Not attempted

- Once a candidate decides to submit the test, he/she can do so by clicking on the 'Finish Test' tab at the top right corner of the screen. After clicking on 'Finish Test', candidates are guided to a 'Test Summary' page. Candidates are supposed to review all the details and either go back by clicking on 'Cancel' or proceed to submit by clicking on 'Yes, Finish Test'.



Summary of candidates attempt in the test

- After the candidate clicks on 'Yes, Finish Test', the following screen is displayed. We are making sure that all your responses are being saved securely on our servers for processing. After few seconds, you will get a message on the screen saying "Your test has been submitted successfully"



Wait on this screen for few seconds until you a get a message "Your test has been submitted Successfully"

Thank You