

Instructions for taking Online Research Entrance Test (RET), September 2020

This is for the information of all those candidates who intend to seek admission in M.Phil./ Ph.D. programmes of this University, that this year due to the Covid situation, it has been decided to conduct the Research Entrance Test (RET), online through Remote Proctored Solution. Detailed instructions follow:

1. The Research Entrance Test is scheduled on September 19, 2020 at 11:00 am. The duration of Examination shall be 2 hours and 15 minutes for non mathematical and non-language papers and 2 hours 30 minutes for languages and papers requiring mathematical calculations/ computation

2. Pattern of RET for subjects other than Languages:

- * The Question Paper will consist of 100 multiple choice questions of 1 mark each
- * Question number 1 to 50 will be of general nature to test the basic knowledge of applicants about research methodology, logical and analytical thinking, quantitative reasoning, language skills and computer awareness, etc.
- * Question number 51 to 100 will be of specialized nature and discipline specific. The questions shall be of post graduate level in the concerned subject. The syllabus for this shall be the same as the syllabus of UGC/ CSIR/National Testing Agency-NET-JRF Examination
- * Each correct answer shall be awarded 1 (one) mark while incorrect answers will be awarded 0 (zero) marks. Unattempted questions shall also be awarded 0 (zero) marks.
There shall be NO NEGATIVE MARKING
- * Pass percentage to qualify RET is 50%

3. Pattern of RET for Languages (English, Hindi, German, French):

- * The test paper will consist of 50 multiple choice questions of 1 mark each and two descriptive questions carrying 25 marks each, to be answered in 200-300 words. Candidates shall be given 3 descriptive questions and they shall be required to attempt any 2, out of the three given questions.
- * In multiple choice questions, each correct answer shall be awarded 1 (one) mark while incorrect answers will be awarded 0 (zero) marks. Unattempted questions shall also be awarded 0 (zero) marks. **There shall be NO NEGATIVE MARKING**

- * The descriptive questions shall be assessed by senior members of the faculty. The marking shall be subjective in nature depending on the correctness and quality of answers as per demand of the subject. The marks awarded in the descriptive questions will be added to the marks obtained in Multiple choice questions and the sum of two shall be considered for qualifying RET. Pass percentage to qualify RET is 50%
- * The multiple choice questions shall be of specialized nature and discipline specific. These questions will be of post graduate level in the concerned subject. The syllabus for the same will be the same as that of UGC/ CSIR/ National Testing Agency-NET/JRF examination
- * The descriptive questions aim at evaluating the candidates' proficiency in language and the ability to express their ideas/ views in a reasoned manner

4. Instructions regarding Examination Conduction:

- * The Examination shall be conducted with remote proctored online solution. It is recommended that the candidate take the exams on their Laptops/ Desktops with a working Webcam & Microphone with stable Internet Speed (>512 KBPS)

The Supported Browsers are:

- i) Google Chrome Version 63 and above
- ii) Firefox Version 52 and above
- iii) Safari Version 12 and above

Candidates are required to ensure the availability of the same along with high speed internet connection

- * In case of non availability of laptops/ desktops, candidates can take the exams on their smart phones with a high speed internet data connection. The exam can be taken on an Android device. However the exam software is **not** supported by an I Phone (iOS). If a candidate has an I Phone, she is advised to make arrangements for a laptop or an android phone.
- * It is recommended that the mobiles/laptops may be fully charged a day before to avoid any last minute glitches, like electricity failure
- * It is strongly recommended that candidates do not navigate to any other window during the examination duration. Mobile phones should be kept on 'Do Not Disturb' (DND) mode if the examination is being taken on mobile phones.
- * The email address mentioned in the Admission Form will have to be filled on the registration page to start the exam

- * If the computer system shuts down suddenly due to power supply being disconnected, the test can be resumed from the same question that was being attempted earlier. All the previous answers would be already saved.
- * When resuming the test, follow the same steps which were taken to start the test in the beginning, using the same registration details.
- * **Candidates are not required to download any application for this online exam.** A link will be sent from **admin@mettl** on the registered email address of the candidates. Candidates are advised to save the above email address so that the mails sent from **admin@mettl.com** do not go to spam. **Kindly ensure that a valid email address is filled in the admission form to ensure smooth conduct of the test.**
- * No other person should be present in the room during the complete duration of Examination
- * Calculators can be used for numerical problems as prescribed in syllabus. Two or three blank sheets can be used for calculations. However since it is a proctored exam, the candidates should keep their ready before the start of exam and should show the same when asked by the proctoring officer.
- * **Candidates should keep a valid identity card handy before logging to the examination portal like, Aadhar/ Pan Card/ Driving License or the University Identity Card (In case the candidate has recently passed out from IIS Deemed to be University) and should scan the same while logging in for photo comparison**

5. Instructions regarding Mock Test:

- * **A Mock Test shall be conducted for all candidates on September 15, 2020 at 11:00 am to familiarize them with the online examination process. It is strongly recommended that students take the Mock Test to avoid any hassles on the day of the examination**
- * Candidates will receive a mail on their registered email ID from admin@mettl.com. (Candidates are required to save this email ID in their contact list to avoid its moving to spam folder)
- * **Candidates should long press the ‘START TEST’ link and then click on “copy URL”**
- * **The copied URL should be pasted in the permitted browser (as specified above)**
- * Candidates will be prompted to give permission to web cam to take picture
- * Select the camera and click **‘DONE’**

- * Candidates will get a message that the test is loading; click **‘NEXT’** to continue, once loaded
 - * A window will open that will show ‘things to remember’ Read carefully and click on **‘PROCEED’**
 - * Candidates will be prompted to enter their email address (please enter the registered email ID), First name (enter your full name) and Registration number. Candidates are required to complete the entries; click on Agree to Terms and Conditions and then press **‘NEXT’**
6. Candidates will be asked to provide their snapshot. They are required to position themselves in the frame provided and click on **‘CAPTURE YOUR FACE’**
 7. After this, they will be prompted to recapture their face. Candidates are required to reposition themselves in the frame and click **‘NEXT’**
 8. Candidates will then be asked to capture their ID Card (For this purpose candidates can capture their Pan Card/ Aadhar Card or Driving license or University Identity Card). They should click on **‘CAPTURE ID CARD’**
 9. Candidates will be prompted to recapture their ID Card. They should click on **‘RECAPTURE ID CARD’**
 10. Candidates should then click on **‘START TEST’** and Click on **‘FINISH’** once the test ends

DO NOT PRESS “F5” DURING THE TEST AT ANY TIME, AS DOING SO WILL CAUSE THE TEST TO FINISH ABRUPTLY

For any assistance, candidates may contact the University office on 0141-2400260/161 or the Controller of Examinations Prof. Nisha Yadav on her mobile No. 9783307161.



Dr. Raakhi Gupta
Registrar