

## Implementation of e-governance in areas of operation

### *Examination*

The e-Governance policy of Examination cell at Jaipuria Institute of Management has the following objectives-

1. In order to conduct the examinations in a seamless manner, the institute has implemented ERP softwares namely *Wheebox*, *Moodle* and *Zoom*.
2. These softwares support us in maintaining and documenting all sensitive examination related information in an efficient way.
3. Activities such as Filling up of examination forms, uploading and downloading of admit cards, uploading of final result etc. are being executed under the supervision of the Controller of Examination (CoE) as per the laid examination procedure and guidelines of the institute.



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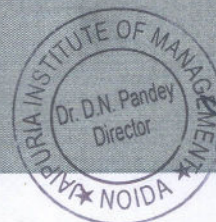
# Wheebox



## MKT401 Consumer Behaviour

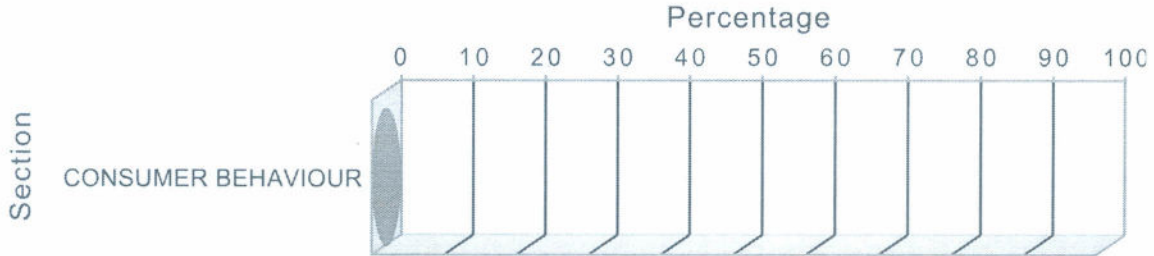
YASH BATRA

Date of Assessment : 2020-10-12  
Test Duration : 150 Minutes  
Time Taken : 138 Minutes 27 Seconds





Section Report



High scorers are above 70th percentage. Average scorers are between 50th to 70th percentage. Low scorers are below 50th percentage.











APPLICANT ID	TEST NAME	COUNTRY	TEST CENTER				
pgfa1960	MKT401 Consumer Behaviour	India	//				
LAST NAME	FIRST NAME	DATE OF BIRTH	TEST DATE	START TIME	END TIME		
BATRA	YASH	NA	2020-10-12	15:00:25	17:30:10.0		
Subject	Total Questions	Un-Attempted	Attempted	Correct Answers	Incorrect Answers	Marks Obtained	Percentage
CONSUMER BEHAVIOUR	4	1	3	0	3	0.00	00.00
Total	4.0	1.0	3.0	0.0	3.0	.00	0.00



### Images

				
2020-10-12 15:01:10	2020-10-12 15:01:40	2020-10-12 15:02:10	2020-10-12 15:02:40	2020-10-12 15:03:10
				
2020-10-12 15:06:39	2020-10-12 15:07:09	2020-10-12 15:07:39	2020-10-12 15:08:09	2020-10-12 15:08:39

### Screenshots

				
2020-10-12 15:01:11	2020-10-12 15:01:32	2020-10-12 15:01:53	2020-10-12 15:02:13	2020-10-12 15:02:34
				
2020-10-12 15:02:54	2020-10-12 15:03:15	2020-10-12 15:03:36	2020-10-12 15:03:56	2020-10-12 15:04:17

### Chat History

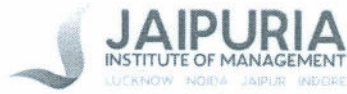
1:pgfa1960:My web cam is working  
:2020-10-12 15:04:07

2:proctor5@jaipuria.com:Announcement: Dear all, I am proctor for today's examination. Please note that you are required to sit straight and not look around much as it will be taken as an unfair activity. I am available for any doubts or concerns that you may have:2020-10-12 15:04:12

3:proctor5@jaipuria.com:Announcement: Dear all.. Submissions are allowed only till 5.30. Please click on submit and log off before leaving the session. Don't just cross the browser button.Regards....:2020-10-12 16:42:46




Student View



Login ID

Password Show

Click To Continue

[Register](#) [Forgot Password](#) [Help Center](#)

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Select a test to continue

Search Test

Mock Test

Test Assigned	1
Test Taken	0

30 mins

Expand

**PRAGATI SINGH**

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# Assessor (Faculty) View



Login ID

Password  Show

[Click to Continue](#)

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**Evaluation** J. SWATI AGRAWAL

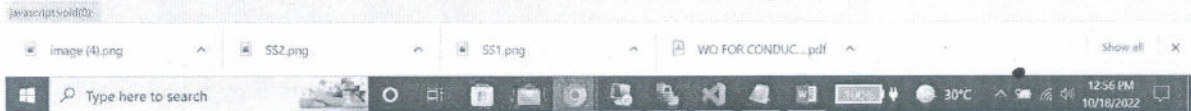
- Overall Student-wise
- Question-wise Report
- Subjective Evaluation

End Date: 01/01/2020 to 10/18/2022 [Submit](#)

**CANDIDATES STATUS**

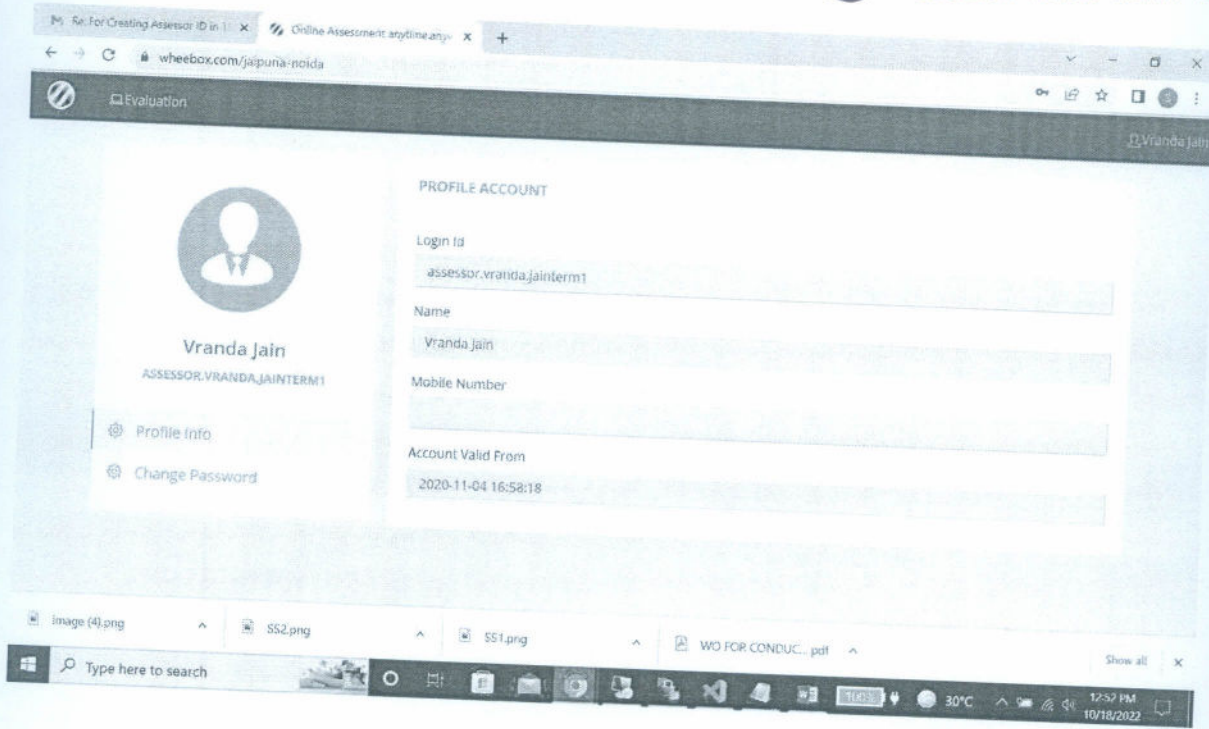
TOTAL	THIS YEAR	THIS MONTH
00	00	00

[My Profile](#)  
[Change Password](#)  
[Log Out](#)




JAIPURIA INSTITUTE OF MANAGEMENT  
Dr. D.N. Pandey  
Director





JAIPURIA INSTITUTE OF MANAGEMENT  
Dr. D.N. Pandey  
Director



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# MOODLE DASH BOARD

This course is hidden and cannot be accessed by students. [Click here to update settings](#)

Home Events My Courses My Dashboard impartus Parents

Auto Attendance Block

- Re-Appeal Exam  
Restricted Available from 12 March 2021, 10:00 AM
- Live Proctoring 12 March 2021 10:00am to 12:00pm
- QP END TERM  
QP END TERM  
Restricted Available from 8 February 2021, 10:00 AM
- Live Proctoring  
Hidden from students

Attendance Sheet

- Requisition for Missing Sessions
- Attendance Report
- Leave Add
- Leave Update
- Report 1&2
- Program Wise
- Term wise Detailed
- Term wise course
- All Leave Status
- Today's Classes
- Absenteeism Status
- Faculty Course Allocation

Today's Classes

+ Add an activity or resource

Home Events My Courses My Dashboard impartus Parents

Attendance Sheet

- Reappear Exam  
Restricted Available from 24 February 2021, 2:30 PM
- Live Proctoring 24 February 2021 2:30pm to 4:30pm
- T-V-End Term Exam  
Restricted Available from 20 January 2021, 10:00 AM
- Live Proctoring  
Hidden from students

Attendance Sheet

- Requisition for Missing Sessions
- Attendance Report
- Leave Add
- Leave Update
- Report 1&2
- Program Wise
- Term wise Detailed
- Term wise course
- All Leave Status
- Today's Classes
- Absenteeism Status
- Faculty Course Allocation

Today's Classes

26 October - 1 November

Navigation





The screenshot shows a Moodle course page for 'End Term Exam'. The course is currently hidden from students. The main content area lists several activities: 'Announcements', 'QP End Term Exam' (marked as hidden from students), 'Live Proctoring (PGDM- SM & M ) - 6th November, 20 (2:45-5:15)', and 'Re-Appeal Exam' (restricted, available from 8 December 2020, 10:00 AM). The right sidebar features an 'Auto Attendance Block' with a menu of options including 'Attendance Sheet', 'Requisition for Missing Sessions', 'Attendance Report', 'Leave Add', 'Leave Update Report 1&2', 'Program Wise', 'Term wise Detailed', 'Term wise course', 'All Leave Status', 'Today s Classes', 'Absenteeism Status', and 'Faculty Course Allocation'. A 'Today's Classes' button is also visible at the bottom right of the sidebar.



A handwritten signature in blue ink, likely belonging to Dr. D.N. Pandey, the Director of Jaipuria Institute of Management.



Satyendra Singh &lt;sk.singh@jaipuria.ac.in&gt;

**Fwd: Important: Mock Test for exam tool training -Term IV**

1 message

**Sharmila Sharma Jaipuria Noida** <sharmila.sharma@jaipuria.ac.in>

Tue, Oct 6, 2020 at 9:04 PM

To: Satyendra Singh &lt;sk.singh@jaipuria.ac.in&gt;

Cc: Swati Agrawal Jaipuria Noida &lt;swati.agrawal@jaipuria.ac.in&gt;

Dear Sir,

Sharing with you the instructions and candidate manual-chrome extension received by Wheelbox team for your reference please.

Looking forward to your support.

Thanks & Regards,  
Sharmila Sharma

----- Forwarded message -----

From: **Sharmila Sharma Jaipuria Noida** <sharmila.sharma@jaipuria.ac.in>

Date: Tue, Oct 6, 2020 at 8:31 PM

Subject: Important: Mock Test for exam tool training -Term IV\_Phase 1

To: Ashish Thukral &lt;ashish.thukral@jaipuria.ac.in&gt;, Divyani Misra Jaipuria Noida &lt;divyani.misra@jaipuria.ac.in&gt;,

Saurabh Srivastava Jaipuria Noida &lt;saurabh.srivastava@jaipuria.ac.in&gt;

Cc: Swati Agrawal Jaipuria Noida &lt;swati.agrawal@jaipuria.ac.in&gt;, Banasree Dey Jaipuria Noida

&lt;banasree.dey@jaipuria.ac.in&gt;, Nidhi Singh Jaipuria Noida &lt;nidhi.singh@jaipuria.ac.in&gt;, Ritika Gugnani Jaipuria Noida

&lt;ritika.gugnani@jaipuria.ac.in&gt;, Joy Patra Jaipuria Noida &lt;joy.patra@jaipuria.ac.in&gt;, Director Office Jaipuria Noida

&lt;director.noida@jaipuria.ac.in&gt;, Jolly Joseph Jaipuria Noida &lt;jolly.joseph@jaipuria.ac.in&gt;, Sandeep Kumar Jaipuria

Noida &lt;sandeep.kumar@jaipuria.ac.in&gt;

Dear Ashish, Divyani &amp; Saurabh

Please circulate the mail to the concerned students only (as per the list attached for Phase-1). The mail is duly approved by Dean Academics.

Thanks &amp; Regards,

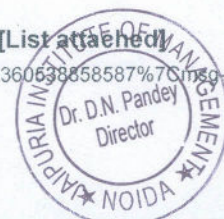
Sharmila

-----  
Dear Student,

Please find attached the schedule of the Mock test for exam tool training for the students under the category of Phase-1. All students are required to attend the MOCK TEST, which will help you later in the end term examination as per the given schedule. Students are required to go through the instructions and candidate manual thoroughly (please see attachment).

- Phase 1: 7th Oct (Wednesday) - 9:00 to 10:00am (120 students) [List attached]

<https://mail.google.com/mail/u/0/?ik=f99e29968b&view=pt&search=all&permthid=thread-f%3A167981736053858587%7Cmsg-f%3A1679817360538...> 1/4



- Phase 2: 7th Oct (Wednesday) - 10:30 to 11:30am (120 students)
- Phase 3: 8th Oct (Thursday) - 9:00 to 10:00am (119 students)

### Important Instructions:

Please appear for the applicable test(s) by going to <https://wheebox.com/jaipuria-noida> and logging in using your Login ID and Password as follows:-

Login ID:- (Student will receive the mail from support@wheebox.com)

Password:- (Student will receive the mail from support@wheebox.com)

Please note that Login ID and Password will remain the same for Mock test and Final exams.

Schedule for Mock Test -

Dates: 7th October

Timings: 9am to 10 am

Last Login Time- 9:15 am

NOTE: Students can login at 8:45 am and their test will start at 9:00am

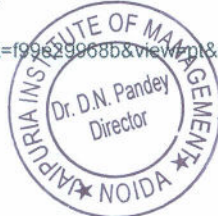
#### A. How to take assessment:

1. Open URL <https://wheebox.com/jaipuria-noida>
2. It is mandatory to install the Chrome Extension- <https://wheebox.com/WET-2/chromeExtension.obj>
3. Login with your login credentials (*Login ID & Password*)
  4. The students must mandatorily take examinations using a Laptop/Desktop with a webcam and mic along with a Mobile phone capable of taking pictures of answer sheets.
  5. A reliable Internet connectivity on the Laptop/Desktop is compulsory for the examination.
  6. Student ID card / Aadhar Card is mandatorily required during the examinations and must be shown to the remote proctor/invigilator whenever required.
7. Click on the Start Test button to start the exam
8. Start attempting the questions. Once you have answered all the questions, click on the "End Test" button to submit your exam

#### B. Please read the following instructions thoroughly before you start the examination-

1. The candidate will be allowed to take the exam as per the allocated subject
2. Please ensure that you are seated alone in a room for taking the examinations. Also ensure that you are seated in a **well illuminated** area for taking the examination.
3. Please note that the following hardware and software requirements:
  4. An online Proctor (Invigilator) will be monitoring your test throughout the entire duration. Proctor can Pause your test, Take Snapshot remotely and Chat with you in case of any suspicious activity. The online examination system bears Artificial Intelligence (AI) features which will be continuously monitoring the

<https://mail.google.com/mail/u/0/?ik=1996299685&view=pt&search=all&permthid=thread-f%3A1679817360538858587%7Cmsg-f%3A1679817360538...> 2/4



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students during the entire duration of examination. It will continuously view your Live Video, your Images and the Screens of your Laptop/ Desktop.

5. Please make sure that your Laptop is fully charged before appearing for the examination as a measure against unexpected power outages.
6. For questions that have excel, word or pdf download, a link will be provided along with the question download the link work or read as per the instruction, browse and upload the file by clicking on the "choose file". The file gets automatically saved on the server. You will see written in the text box as "no text only File!".
7. **Laptop/Desktop Users for answering Descriptive questions:**

**a. For typing answers in the Text box:**

(i) Type in the answer as text in the Text box provided on the screen for each descriptive question, one after another.

(ii) In case if you want to upload any images, diagrams or equations as a part of your answer, please follow the below steps for uploading an image, diagrams or equations as a part of your answer using QR Code scanner application.

*\* Steps for the uploading an image, diagrams or equations as a part of your answer using QR Code scanner application:*

- i) Draw the required image / diagram / equation on a plain A4 sheet paper as required
- ii) Click on the option to upload an image / diagram / equation on the test screen. A QR Code shall be generated on the test screen
- iii) Open the QR Code scanning application and scan the QR Code using your mobile phone camera.
- iv) Post scanning the QR Code, you can take an image using your mobile phone camera and upload the image / diagram / equation to your answer. (Note: Pl. click **allow** for camera permission)

Note: you will be able to upload only a single image with each QR code. In case you would like to upload multiple images / diagrams / equations using your mobile phone, you will have to scan a QR code separately. Note that each QR Code is valid only for 60 Seconds after which you will have to scan a new QR Code.

The following mobile applications for QR Code scanning are recommended for Android & iOS Mobile phones:

Android: [https://play.google.com/store/apps/details?id=com.geekslab.qrbarcodescanner.pro&hl=en\\_IN](https://play.google.com/store/apps/details?id=com.geekslab.qrbarcodescanner.pro&hl=en_IN)

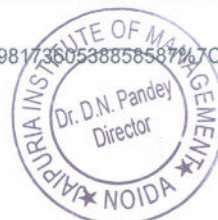
iOS: <https://apps.apple.com/in/app/qr-code-reader/id1200318119>

**b. For writing answers in A4 sheets:**

Candidates who would like to write the answers completely on a plain A4 sheet and upload the same instead of typing the answers in the Text Box provided on the examination platform, you can write the question-wise answers on a plain A4 sheet and **upload it by using a mobile phone by scanning QR Code\***(Click: [Upload answer sheet using – mobile](#)). You will have to scan each side of the written answer sheet separately using a separate QR code

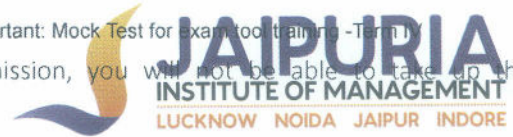
We request you to keep a sufficient number of plain A4 sheets & stationery handy well in advance for this purpose.

8. Please make sure you make the final submission only after completing the examination. You will be asked to confirm in case you accidentally try submitting the examination before the completion of the




10/18/22, 1:02 PM

Jaipuria Institute of Management Mail - Fwd: Important: Mock Test for Exam Tool Training - Term I



duration. Please note that once you make the final submission, you will not be able to take up the examination again.

9. In case if you are facing any technical issues during the examination, please reach out to below Wheebox Support team.

You can drop a mail to Wheebox Support Mail ID: support@wheebox.com

Contact details- Contact no 1 and 2






## System requirements

- Internet Bandwidth: The minimum required bandwidth is 1 Mbps of internet speed on each machine.
- Machine Configuration: RAM - RAM - Minimum 2GB (though 4GB is recommended), Processor Speed- 1.5 Ghz and above. Preferred Operating System – **Windows 10**.
- Preferred browsers: For taking the test, recommended browser is Google Chrome (Ver. 75 or above. **Test till not work on Safari browser.**
- A web camera must be available for the test. Must have Laptop/Desktop for taking the test.
- Microphone is recommended.
- Valid Id proof. –Student ID Card/Government ID Card Card ONLY
- If your internet disconnects during submission contact the Help center on the given number and don't close your window.
- Make sure that pop-up blocker is disabled on your browser. Any notifications related to antivirus, windows update, email notifications etc. will be counted as navigation.

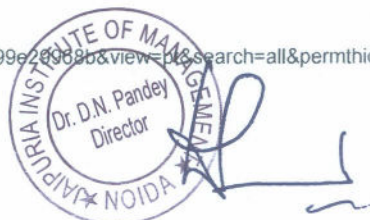
Best Regards,

Programme Office

### 5 attachments

-  **Candidate Manual- Chrome Extension.docx**  
2044K
-  **Emler Content-Noida.docx**  
22K
-  **Exam Tool Training schedule for Students-Term IV (Phase-2).xlsx**  
18K
-  **Exam Tool Training schedule for Students-Term IV (Phase-3).xlsx**  
18K
-  **Exam Tool Training schedule for Students-Term IV (Phase-1).xlsx**  
18K

<https://mail.google.com/mail/u/0/?ik=f99e28069&view=pt&search=all&permthid=thread-f%3A1679817360538858587%7Cmsg-f%3A1679817360538...> 4/4



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Satyendra Singh &lt;sk.singh@jaipuria.ac.in&gt;

## Fwd: Wheebox Assessor Training for Evaluation of Online Answer Sheets

1 message

**Sandeep Kumar Jaipuria Noida** <sandeep.kumar@jaipuria.ac.in>  
 To: Satyendra Singh <sk.singh@jaipuria.ac.in>  
 Cc: Joy Patra Jaipuria Noida <joy.patra@jaipuria.ac.in>

Wed, Oct 14, 2020 at 11:21 AM

Dear Sir,

Kindly provide me account user authorisation for creating Zoom Meetings, required for Assessors Training for evaluation process through Wheebox Platform as described in the trail mail.

Regards,

Sandeep Kushwaha  
 Exam Cell

----- Forwarded message -----

From: **Joy Patra** <joy.patra@jaipuria.ac.in>  
 Date: Wed, 14 Oct 2020 at 10:52  
 Subject: Fwd: Wheebox Assessor Training for Evaluation of Online Answer Sheets  
 To: Sandeep Kumar Jaipuria Noida <Sandeep.kumar@jaipuria.ac.in>

Dear Colleagues,

An online training Session for Course Evaluator / Assessors of Term - IV, is scheduled for 15th October, 2020, between 1300-1400hrs  
 The wheebox Team will be briefing us on the evaluation process through the Wheebox platform, followed by a doubt clearing session.

You are requested to kindly make it convenient to attend.  
 For those who have prior commitments during this time slot. another session shall be conducted on Saturday 17th 1000-1100hrs

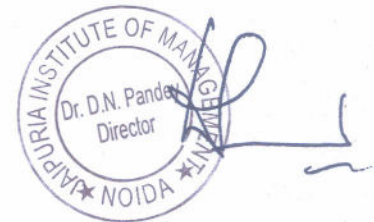
**Area Chairs are requested to kindly ensure that Visiting Faculties attend, either of the two session splanned**

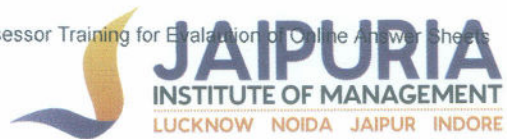
thx for your cooperation.

<b>Prof. Joy Patra</b>	A-32A, Institutional Area,	[T.+91 120-4638300  D.+91 120-4638382
<b>Controller of Examinations</b>	Sector-62, Noida	M. +91 836 874 1530
<b>Jaipuria Institute of Management, Noida</b>	G.B. Nagar 201 309   INDIA	<a href="mailto:joy.patra@jaipuria.ac.in">joy.patra@jaipuria.ac.in</a>

Great People | Great Culture | Great Environment

image003.png  
 31K





## WheeBox

Ocus Quantum-601 to 610, Sector 51,  
Gurgoan, Haryana-122001  
Phone: 0124-4206500, 0124-4047658  
Email: info@wheebox.com

October 7, 2020

Ref PO: HO/1920/IES/10/02

### Subject: WO for Conducting Online Examinations

Ref : Your Proposal dated 01 October, 2020  
K/A : Ms. Mamcy Samy (99405 63744)

Dear Ma'am,

With reference to your proposal, we are pleased to release this Work Order in your favor on the following terms and conditions:

Sr. No	Services Description	Qty	Rate	Amount	GST (18%)	Price (INR)
1	Remote Proctored test with Auto Proctored(AI) Service <ul style="list-style-type: none"> <li>• Live streaming</li> <li>• Chat option</li> <li>• Room Scan- 360 degree view</li> <li>• Pause &amp; terminate the test</li> <li>• Image capturing</li> <li>• Along with Face tracking (AI)</li> </ul>	10499	50.00	5,24,950.00	94,491.00	6,19,441.00
<b>TOTAL</b>						<b>6,19,441.00</b>

Location Wise Test Details			
S. No.	Location	Qty (Term 4)	Qty (Term 1)
1	Lucknow	1647	1974
2	Noida	1776	2268
3	Jaipur	1159	1470
4	Indore	82	123
<b>Total:</b>		<b>4664</b>	<b>5835</b>

**Total Order Value** : Rs. 6,19,441.00 (Six Lakh Nineteen Thousand Four Hundred Forty-One Only)

**Billing** : Billing will be done location wise. Details will be shared separately.

**Payment terms** : 25% payment advance & 25% after successful deliver of Term 4 Exams and remaining 50% after successful completion of Term 1 Exams.

#### Terms & Condition:

1. Wheebox Team will be providing the adequate amount of Training and Mock Test to faculty & students on their platform for conducting the examinations.
2. Wheebox Team will be providing all the support needed by the faculty & students before the examinations and on the days of the examinations.
3. Wheebox Team will share a detailed scope of work with us.

#### Educational Institutions



Vineet Khand, Gomti Nagar,  
Lucknow 226 010

*Vineet*  
07/10/20

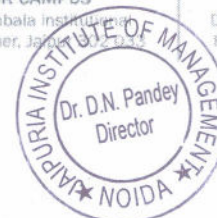
**LUCKNOW CAMPUS**  
Vineet Khand, Gomti Nagar,  
Lucknow 226 010



**NOIDA CAMPUS**  
A-32 A, Sector 62,  
Noida 201 309

**JAIPUR CAMPUS**  
Plot 1, Bambala Institute Area,  
Sanganer, Jaipur 302 015

**INDORE CAMPUS**  
Dakacharya, Indore-Dewas  
Highway, Indore 453 771





4. Wheebox and Jaipuria Institute of Management will be signing a Non-Disclosure Agreement, on a mutual consent of not sharing the data related to Jaipuria Institute of Management with any third party. Failing to which it will initiate a legal action.
5. Wheebox Team will be archiving our Exam Data for at least 5 Years from the date of conduct of examination, and will produce as and when requested by us.

Kindly arrange to sign duplicate copy of this Work Order as a token of your acceptance of the terms and conditions.

Thanking you,

Yours Faithfully,

  
Jaipuria Institute of Management, (A Unit of Integral Education Society)

Sauresh Mehrotra  
(Authorized Signatory)



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