16-01-2024

SPOT TEST PROCEDURES
SPOT BASIC / JUNIOR / SENIOR (Class III to XII)

MOCK TEST: 20th , 22nd to 23rd Jan 2024 : 10.00 AM to 5:00 PM

- Students at all levels mandated to take the Mock Test _once_, in between anytime schedule given below.
- Taking Mock Test is critical for students to understand the Test process & Question paper pattern.
- Mock Test can be taken either from the school or residence.
- Mock test & SPOT PRELIMS: Please note the fonts of User ID / Password need to be filled in <u>CAPITALS</u>).
- In case you forgot your UserID/Password, Please utilize the "Forgot password" option on the Test Registration page.
- Any other Login page Login / Password issues, that could emanate during Mock Test need to be escalated to VSSF on priority to avoid issues during SPOT PRELIMS. Last minute escalation could create undue stress on both ends.
- MOCK TEST link will be active in the HOME page of the website vssf.in
- Please refresh the page as you login before scrolling other links.

SPOT PRELIMS: 27th Jan 2024 , 29th Jan 2024 , 30th Jan 2024 >10:00AM - 5:00PM
Test centre: Respective School / Individual residence (VSSF may mandate on Camera for students taking Test from residence)
Mode of Test: Online - Multiple Choice questions
Where: On VSSF website, www.vssf.in. Click the Test link, feed in USER ID / Password & take the Test.
Student to Login with: Individual Username & Password (send to school)

ONLINE TEST:

- **PRELIM Dates:**

   - ✓ **SPOT Basic , Junior , Senior 27th , 29th and 30th Jan 2024**

- **5 Hour** options available to cater issues like Power failure, Net connectivity etc.

- o **Schools/Students** to choose any of the below mentioned timeslots,

    - ✓ 10:00AM to 11:00AM
    - ✓ 11:30AM to 12:30PM
    - ✓ 1:00PM to 2:00PM
    - ✓ 2:30PM to 3:30PM
    - ✓ 4:00PM to 5:00PM

- o Students to enter Login ID & Password 10 minutes prior to the start of exam
- o Questions shall open precisely at the above hours (5 options)
- o All students at the school to attempt the test on a single day
- o Multiple Test entries by any student will be tracked from our end &doubtful students shall be disqualified from the Test.

CONNECTIVITY & POWER FAILURE IN THE MIDST OF THE TEST:

- o 20 minutes & above completion: Student can restart from where left, during any of above 5-hour time options.
- o Exact balance time available for Re-entered student
- o 20 minutes & below: Student to attempt new set of questions in the full 60- minute duration.
- o Re-entering student will have to re-enter with his / her log in ID & Password
- o Any Issues above the 4 days X 5 hours per day options shall not be entertained by the Foundation
- o No refunds shall be provided to student who opts out post payment, or any day / date prior to exam or doesn't re-enter to answer balance questions in case of connectivity / Power issues.
- o VSSF decision in case of any dispute will be final
- o Medium of the test is English for both Prelims & Final exams. CBSE, ICSE / ISC is followed for setting the test papers

BEFORE YOU START:

- o Ensure you have good internet connection,
    - o 4G Network with min. 2mbps speed recommended.
    - o Laptop / Desktop: RAM - Min 2GB (4GB recommended)
- o The speed on your internet connection will not affect the assessment, but for the available time.

- Close down all other applications except your browser windows & internet connection. Running other process's, eg, printing, could cause the assessment to terminate
- Student not allowed to stop the session in between & return later.

INSTRUCTIONS:

- SPOT PRELIMS & Mock Test: Student can login both through VSSF portal www.vssf.in & also VSSF Facebook page, https://www.facebook.com/VSSFKochi/
- Student to enter his/her Username & Password.
- Student to add his / her School name/ Registered Email ID & Contact number. Father / Mother / Guardian name in absence of individual details.
- Student to ensure his / her name is correctly spelt within the User ID box
- Student not to use textbooks, course notes, or receive help from a proctor or external source.

WHAT YOU WILL NEED:

- You may use a calculator if you wish
- Make sure you have a pen / pencil & blank A4 papers available for your calculations.

BEGIN SPOT PRELIMS ASSESSEMENT:

- Students to complete Multiple Choice Questions within the stipulated time of 60 minutes
- Below each question there are 4 different answer options
- There is one & only one correct to each question
- Click/Mark / Select the answer you think is correct
- Selected answer will be highlighted through a black dot
- Once you are sure of the answer, click SAVE and NEXT button
- Click the SUBMIT button ONLY after completing / answering all questions.

REMEMBER:

- Do not press **F5 Button**, **BACK Button** OR **REFRESH Button** of your browser this will end the assessment immediately.
- Do not use Keyboard unless you are versatile with computers. Ideally you must use your Mouse.
- You will not be able to go back to the Question or Change your answer.
- Click SUBMIT button to Submit your Test (i.e., only after answering all questions)
- Do not press the ENTER button on the Keyboard to SUBMIT the Test.

TIPS:

- Try to work quickly & accurately. Do not spend too long on any question.
- If you are not sure of the answer, mark your best choice & go to the next question.
- You cannot go back or change your answer later.
- There is no negative marking.

<u>OUR BEST WISHES</u>