Online Exams Instructions for MD567712 ACY2021:

1. Prepare the following TWO electronic devices with port charger and battery of each should be fully charged or in charging status.
   (1.1) PC/Laptop or tablet with internet connection for taking the exam.
   (1.2) Cell phone with front camera and internet connection for monitoring yourself taking the exams.
   ***You MUST make it AIRPLAIN MODE WITH WIFI ONLY.***
   ***Make sure you have a stable internet connection, and should have reserved power supply.***

2. Make sure your zoom program/browser is accessible and do as follows:
   (2.1) Join link to take the exams by using (1.1)
   ***Link will be informed on August 23, 2021; time 12.30 p.m. on e-learning e-mail.***
   (2.2) Join zoom to monitor yourself using (1.2)
   ***Student MUST join zoom link 12.30 p.m. GMT+7; There will be a camera check and name check before the exam.***

3. Make sure that (2.2) the camera display must clearly show the student’s screen and surrounding area, make sure the camera view covers entire workspace, and student position MUST be as shown in the pictures below.

4. All material and tools such as pen, pencil, easier, rubber, etc. are prohibited and NOT in view.

5. All electronic devices notifications MUST be turn off.
6. Prepare your identity verification such as student ID, Passport, Driving license, etc. for the proctors to check your attendance, then show your ID verification to the proctors as shown in the picture below.

7. Name your zoom display your real Name and Surname such as Prapaya Pokpok.

8. During the test, students must be on mute, and must use chat to send questions, using private chat when discussing anything that is confidential to the exam.

**ATTENTION**

1. Short note, open book, searching browser, asking for answer from someone, etc. are considered as exam cheating without excuses.

2. Cheating behaviors are immediately considered to fail the test.

3. **No one is permitted in your room during the exam.**

4. Writing down in electronic question paper is prohibited.

5. Apart from exam proctors, neither talking to anybody nor using communication devices is prohibited throughout the exams.

6. If there are any problems: instability of internet signal, pc, cell phone, all are under student's responsibility which might be considered as zero in that part. Therefore, make sure everything is already clear before the exam.

7. During the test, if there is something mattered, immediately have the proctor in charge of the situation.