

INSTRUCTIONS FOR ONLINE ASSESSMENTS & GROUP DISCUSSION



INSTRUCTIONS FOR REMOTE PROCTORED ONLINE ASSESSMENTS

Candidates can take the Online Assessments using a laptop at a location of his/her choice while ensuring the integrity of the examination. The same will be proctored remotely with multiple checks including Image Monitoring, Video/Audio Monitoring and Browser Monitoring looking for behavior that could indicate unfair practices. In case of any violations of the instructions, the candidate will be automatically logged out from the test. If the system marks a candidate as suspicious during the Online Assessment, such candidates will be eliminated in the selection process without any notice.

System Requirements :

Parameter	Minimum Requirements
Browser Required	Latest version of Mozilla Firefox or Chrome
Operating system	Windows XP, Windows 7
Processor	Min 2 cores
RAM	Preferred 1 / 2 GB
Web camera	640x480, 15 fps
Microphone	Laptop inbuilt preferred
Screen resolution	1024 x 768 and Above
Internet bandwidth	preferred 1 Mbps or More
Test Taking Machine	Laptop or desktop with Webcam [No TABS /Mobile]

- Please check your system compatibility for computer based online Test in the following link:
Link : <https://merittrac.proctoring.online/check.html>
- Allow Webcam & Mic in browser to proceed. If it is blocked follow below steps to allow it:

All candidates shall compulsorily ensure the system requirements / compatibility in the above link at least one day prior to Online Assessments. Federal Bank will not be responsible, if the candidate faces any network issues / glitches etc during the online assessments and such candidates will not be permitted to retake or reschedule the Online Assessments. MOCK and LIVE test details (Login Credentials & Test link) will be sent your registered email id in due course.

Other Instructions :

- Please be seated in a quiet and closed environment before starting the test.
- Ensure you have adequate charge or power backup available for your system.
- Please keep ample rough sheets and pens for your rough calculation.
- Ensure to keep the College ID card or any Government photo ID handy for the validation purpose to start the test.
- Click on the test link and enter User name and Password.
- The page will load with the test instructions. Read and understand them carefully.
- There will be a checkbox with "I Agree to the Terms and Conditions". Once you click this, the start test button will be active.
- Click on 'start test' button and wait for 30 seconds to download the test. During this process, do not click any button on your browser window. You can begin the test after it displays the first question.
- Once you start the test, you should not click on "refresh" or click on "back" on the browser.
- The timer will be shown on the top. The timer will indicate remaining time and elapsed time.
- Once we click on the last question in the test, the "End Test" button will be active.
- Click on End Test, there will be a pop-up asking do you want to end the test. Click on "End",
- Once the test is submitted the page loads with a message "You have successfully submitted the online test"
- You can close the browser after you get this message.

INSTRUCTIONS FOR GROUP DISCUSSIONS

Candidates shortlisted from the Online Assessments alone will be eligible to attend the Group Discussion. Once the candidate is shortlisted from the Online Assessments, HR-Talent Acquisition Team will share the invite for joining the Group Discussion. Candidates who failed to join the Group Discussion (MS Team Room) as per the informed reporting time will be eliminated immediately and such candidates will be marked as absent for Group Discussion.

Candidates are advised to familiarise with the features of Microsoft Teams platform in order to perform efficiently in the Group Discussion selection stage. Once the Group Discussion is completed, the results of the same will be pushed to the Fed-Recruit App of the candidates immediately.

Other Instructions :

- Follow the instructions / advices of the Group Discussion Panel Members.
 - Once the forum is open for discussion, candidate should use the 'raise hand' option to seek the opportunity to speak. Panel members will direct the candidates suitably based on the 'raise hand' request order or any other order as per the discretion of the panel member.
 - Candidates may mute their microphone when other candidates are speaking.
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