



Arabian Gulf University
College of Medicine and Medical Sciences
Instructions of Online Assessment

The College of Medicine and Medical Sciences (CMMS) is striving to help students do their exams under optimum conditions and protect online assessment integrity. The following are student instructions for online written exams. Students must read and understand these instructions to avoid any delays in starting their exams.

1. Camera and microphone must be checked to make sure that they are fully functional.
2. WiFi connection must be on until the password is entered.
3. Turn off all anti-virus programs on your device.
4. Each student must take at least two online mock exams prior to the first real online exam.
5. Exam must be downloaded at least 60 minutes before exam time.
6. You should be alone in a quiet room throughout the exam.
7. Students must behave and be dressed professionally during the entire duration of exam.
8. Identity shall be verified with face photo identification before exam.
9. Once photo has been taken, do not change the position of the camera and keep it directed at your face all the time during exam.
10. Start exam immediately after sending the password.
11. Check your video during exam to make sure that it shows your full face. It is your responsibility to make sure that your full face is shown during the entire exam.
12. After finishing the exam, click “submit”, then immediately start uploading it and keep the device connected to WiFi until it is uploaded completely.
13. CMMS regulations for student absenteeism from examinations will apply for online written exams.
14. **For any technical issues, contact the CMMS technical team by WhatsApp or phone immediately and wait for instructions (00973-33033981, 00973-33961757).**