

# Candidates' Guide

FUNAAB Virtual Post-UTME 2020/2021

<https://proctee.webtest.ng/exam/funaab>



Federal University of Agriculture,  
Abeokuta

**LOGIN**

Username

Password

Login

# FUNAAB's Virtual Post-UTME: Guides for Candidates

## Requirement

- Internet-enabled desktop or laptop computer with a web-cam and microphone. For optimal experience, use of mobile phones for the aptitude test is discouraged.
- Reliable internet connection (fast and stable) and Uninterrupted power source.
- Recommended browser versions: Google Chrome 86 / Mozilla Firefox 84 or later.

**NOTE:** To ensure your equipment is ready for your exam, conduct a Media Test and get acquainted with the login process (Page 3 - 7) before the day of your examination.

## Expected Testing Environment

- Secure private room/area no one else will need to access during the duration of your test.
- The room/area should be quiet and free from background noise
- Ensure your environment is well-lit.
- You will be asked to show your environment during the exam, ensure your room is uncluttered and your table is free of books, papers, electronic gadgets (including mobile phones), food/drink or any incriminating material.
- Do not back a window or light source, preferably back a wall.

## Appearance

- Dressing: formal.
- Use of face-mask or face-cap during the test is prohibited.



## Overview of the Examination

Your activities during the period of the aptitude test will be monitored by a proctor and recorded. The proctor is able to see and hear you. He/she can communicate with you verbally or via chat. Promptly respond to any instruction from your proctor to avoid disqualification.

In case of any challenge, you can request for the attention of your proctor from your test page (page 12).

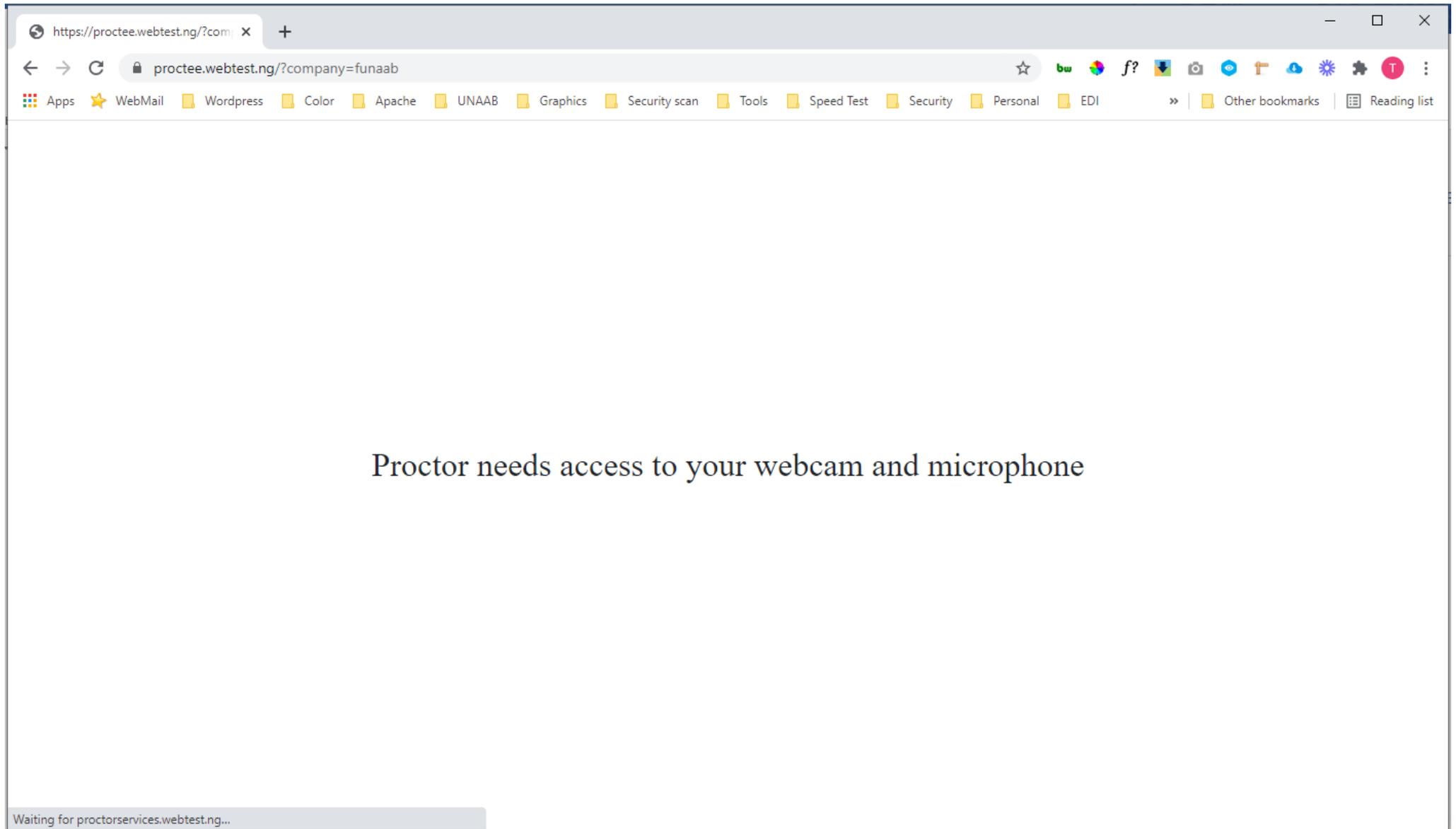
## During the Test

- During the Media Test step, ensure the web cam is well-positioned to capture your face. You are not expected to leave this position all through the exam.
- The web cam should not be blocked or turned off to avoid disqualification.
- Once you start your test, a 30 minutes count-down commences, it cannot be paused or stopped by any action including logging out of the test environment, requesting attention from a Proctor or encountering a technical problem.
- You are not permitted to click outside of the examination page i.e. you cannot leave the test tab for another tab or application on the computer for any reason, not even to use the computer calculator. If you do, your system will beep and an alert displayed as a warning at the first instance. Subsequent instance will result in an outright ending of your examination session and may lead to disqualification.

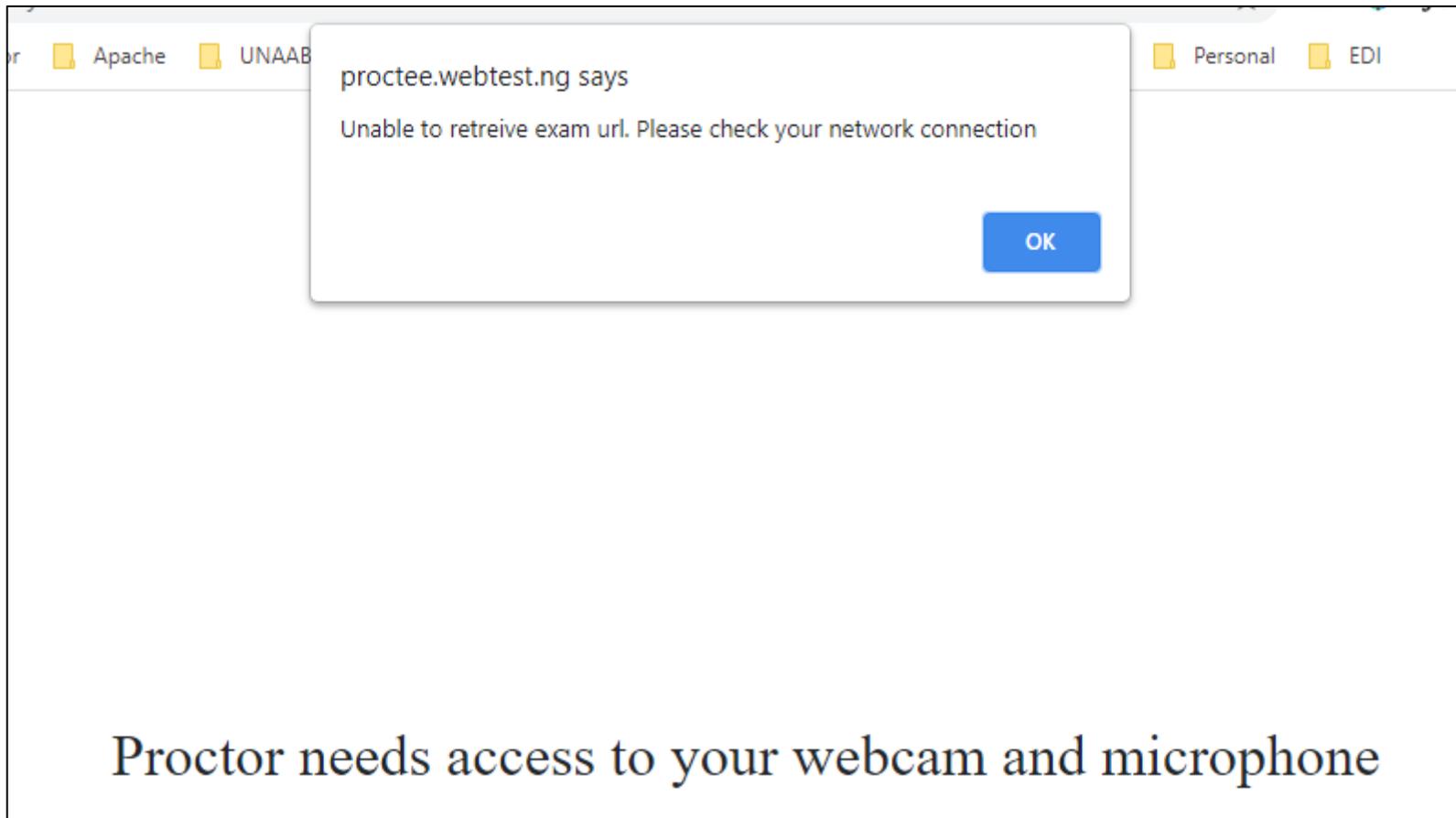


Launch your web browser. On the address bar, enter: **https://proctee.webtest.ng/exam/funaab**

As the webpage load, it displays the information below



If an alert box pops up,

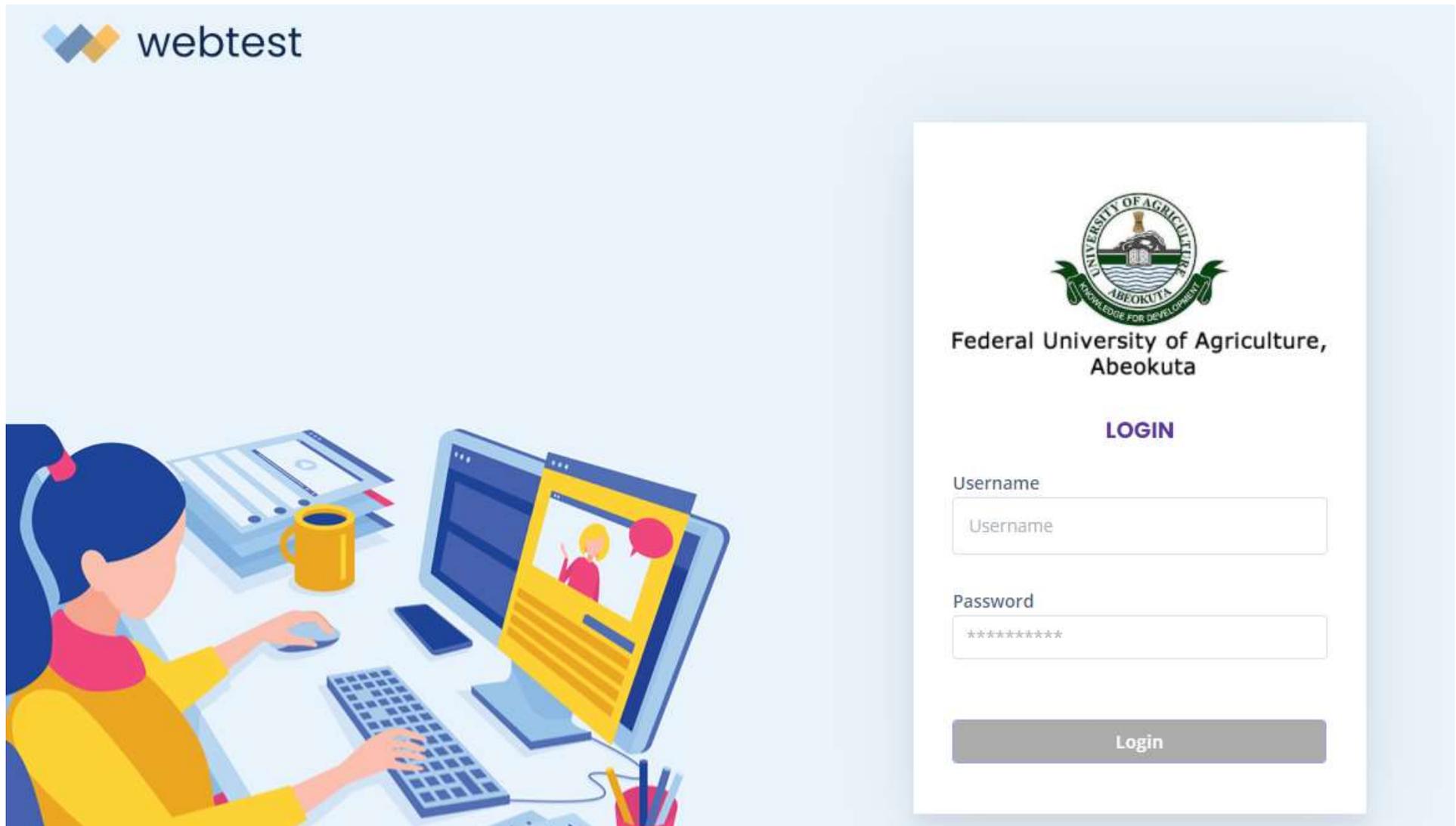


- Ensure you type in the (**<https://proctee.webtest.ng/exam/funaab>**) correctly.
- Check your Internet Connection

Then try again.

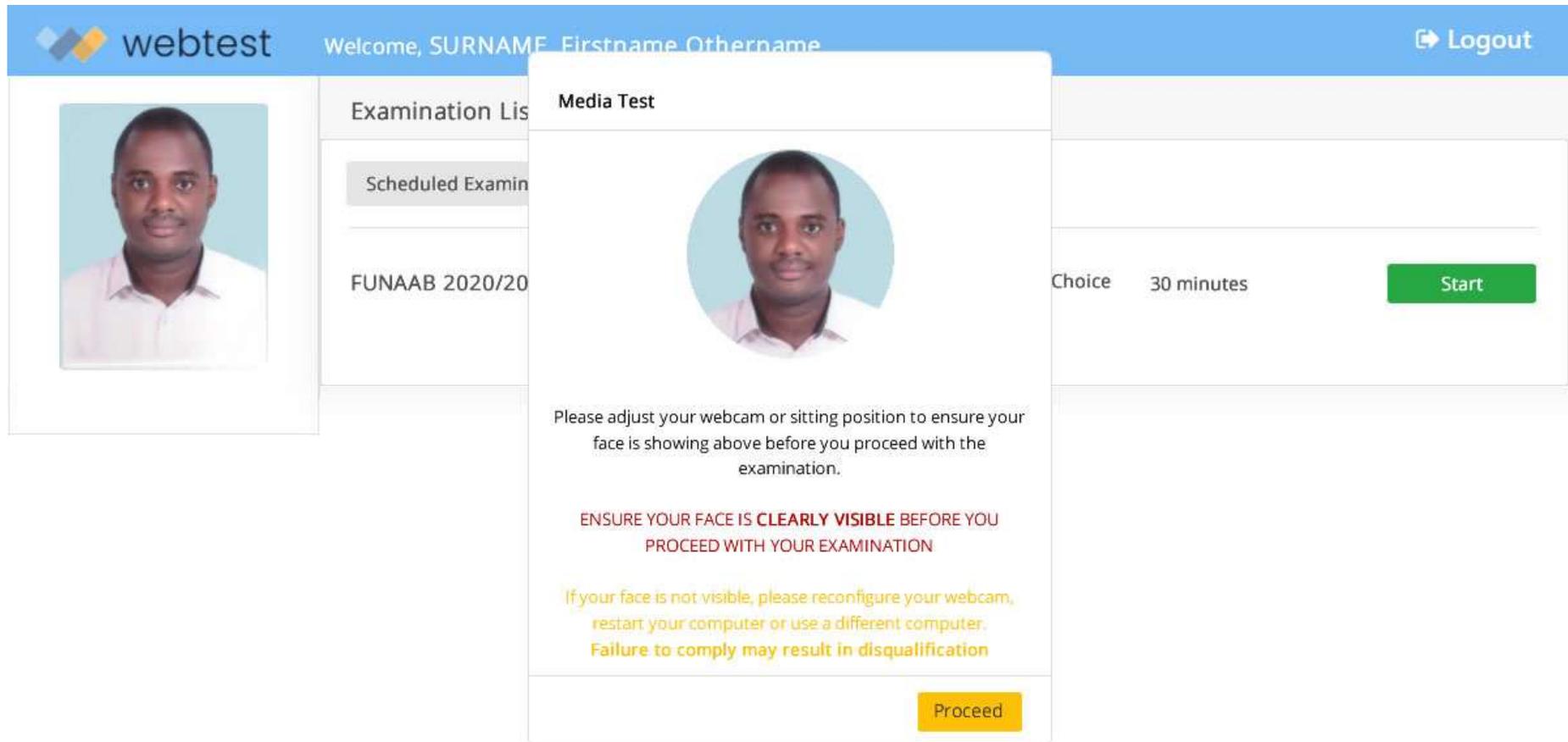


If the connection is successful, the login page loads.



Carefully enter your **utmeNumber** as Username and your **surname in lowercase** as password. On successful login, the Media Test page is displayed otherwise an alert is displayed depicting the error.

## Media Test



The screenshot displays the 'webtest' interface. At the top, it says 'Welcome, SURNAME Firstname Othername' and has a 'Logout' button. On the left, there is a user profile picture and a sidebar with 'Examination List' and 'Scheduled Examination' sections. The main content area shows 'FUNAAB 2020/20' and 'Choice 30 minutes' with a green 'Start' button. A modal window titled 'Media Test' is open in the center, featuring a circular webcam feed of the user. Below the feed, it says: 'Please adjust your webcam or sitting position to ensure your face is showing above before you proceed with the examination.' followed by 'ENSURE YOUR FACE IS CLEARLY VISIBLE BEFORE YOU PROCEED WITH YOUR EXAMINATION' in red. Below that, it says: 'If your face is not visible, please reconfigure your webcam, restart your computer or use a different computer. Failure to comply may result in disqualification' in yellow. At the bottom of the modal is a yellow 'Proceed' button.

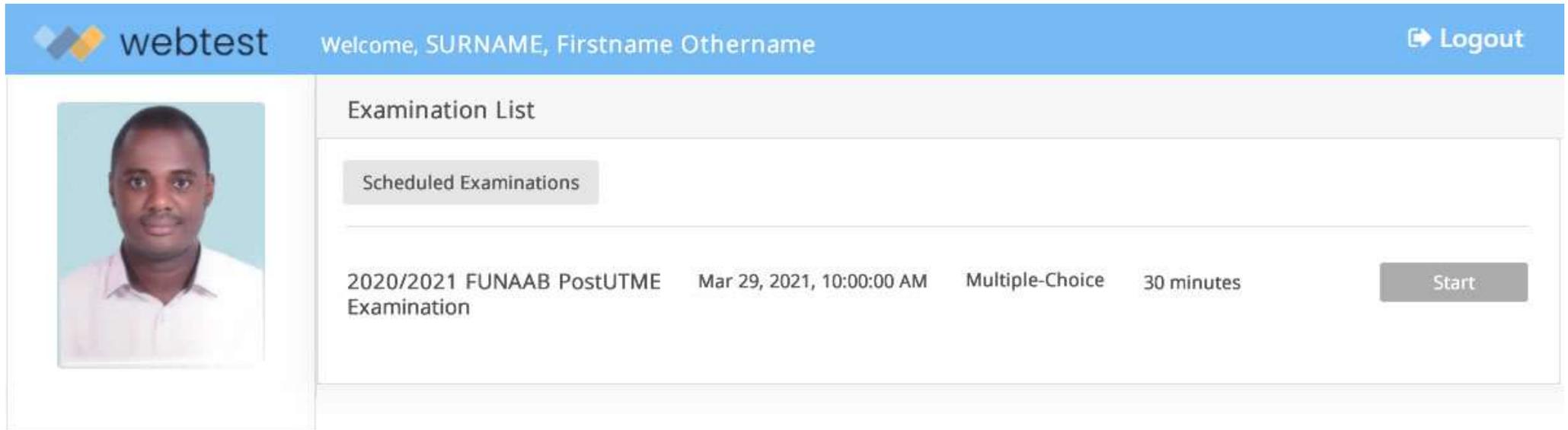
### Remember:

- Ensure your environment is well-lit. Do not back a window or light source, preferably back a wall.
- Ensure your room is uncluttered and your table is free: you will be asked to show your environment at any time during the exam,

**NOTE:** Access the Media Test page before your examination schedule to ensure your equipment is ready and fit for your exam and to get acquainted with the login process.

Once you have a clear shot and a comfortable posture, click on the **Proceed** button: your Opening Page loads.

## The Opening Page



The screenshot shows the 'webtest' interface. At the top, there is a blue header with the 'webtest' logo on the left, a welcome message 'Welcome, SURNAME, Firstname Othername' in the center, and a 'Logout' button on the right. Below the header, on the left, is a passport photograph of a man. To the right of the photo is a section titled 'Examination List'. Under this title, there is a tab labeled 'Scheduled Examinations'. Below the tab, a table lists an examination: '2020/2021 FUNAAB PostUTME Examination' with a date and time of 'Mar 29, 2021, 10:00:00 AM', a format of 'Multiple-Choice', and a duration of '30 minutes'. A grey 'Start' button is positioned to the right of the examination details.

The page displays

- Your Passport photograph obtained during JAMB application.
- The description of the examination scheduled for you.
- Your scheduled date and starting time: Ensure you keep to this schedule.
- Question Format to expect: Multiple-Choice.
- Duration of the examination: 30 minutes.

### NOTE:

If you login outside your schedule, the Start button is grey and inactive.

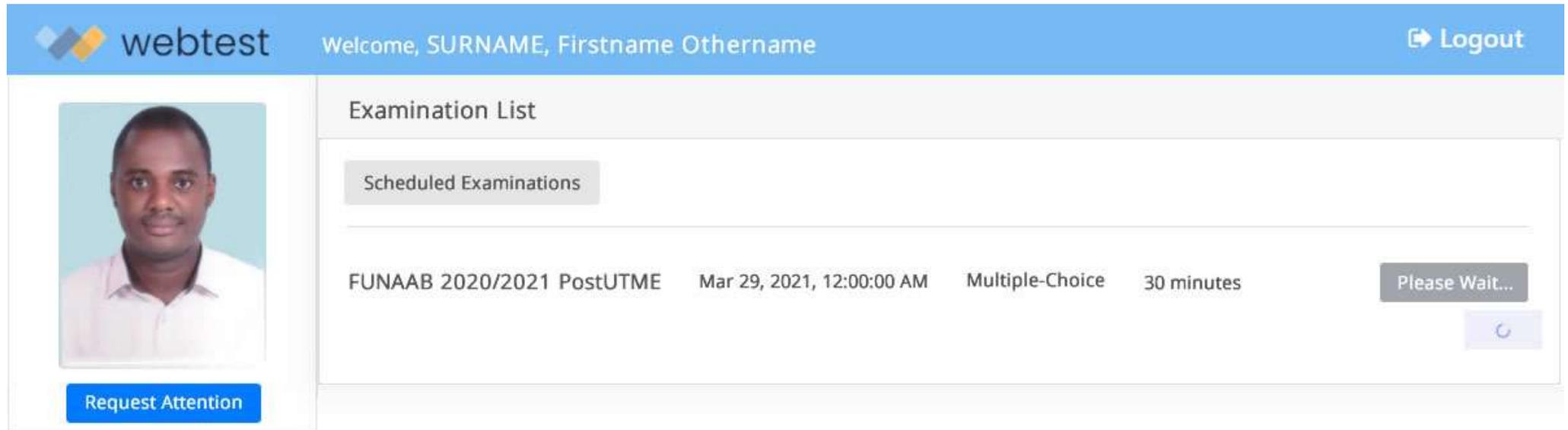


If you login within your schedule, the Start button is green and active.



## To start your Examination

Login within your schedule and click the Start button.



The screenshot displays the 'webtest' interface. At the top, a blue header contains the 'webtest' logo, a welcome message 'Welcome, SURNAME, Firstname Othername', and a 'Logout' button. Below the header, the 'Examination List' section is visible. It includes a 'Scheduled Examinations' tab. A table lists the following examination: 'FUNAAB 2020/2021 PostUTME' scheduled for 'Mar 29, 2021, 12:00:00 AM', consisting of 'Multiple-Choice' questions and lasting '30 minutes'. To the right of the exam entry is a 'Please Wait...' button and a refresh icon. On the left side of the interface, there is a user profile picture and a 'Request Attention' button.

Wait for the question page to load.

**NOTE:** Your time start counting the moment the question page load.



Request Attention

Request Attention

00:29:49

Question List

Next

Question (1) (Mathematics) :

Make P subject of the formula  $Q = \frac{\sqrt[3]{P}}{R^2}$

Calculator Area

- $P = RQ^3$
- $P = R^6Q^3$
- $P = R^2Q^3$
- $P = \frac{Q^3}{R^2}$

Answer options

Countdown Timer

00:29:49

Question List

Next

- 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35
- 36 37 38 39 40



## Overview of the test page

A Scientific **calculator** will be available for your use at the calculator area.

The **countdown timer** displays the remaining time to the end of the examination. ***Remember***, the moment you click the Start button, the countdown commences and cannot be paused or stopped.

**Answer options:** displays answer choices to pick from.

- Select your choice by clicking inside the respective radio button or the text.
- If you wish to change your option, just select another option, your initial choice is automatically displaced by the new choice.

Clicking the **Logout** button: logs you out of the examination page but does NOT stop the countdown timer. You can login again and resume your examination from the current system or a different system.

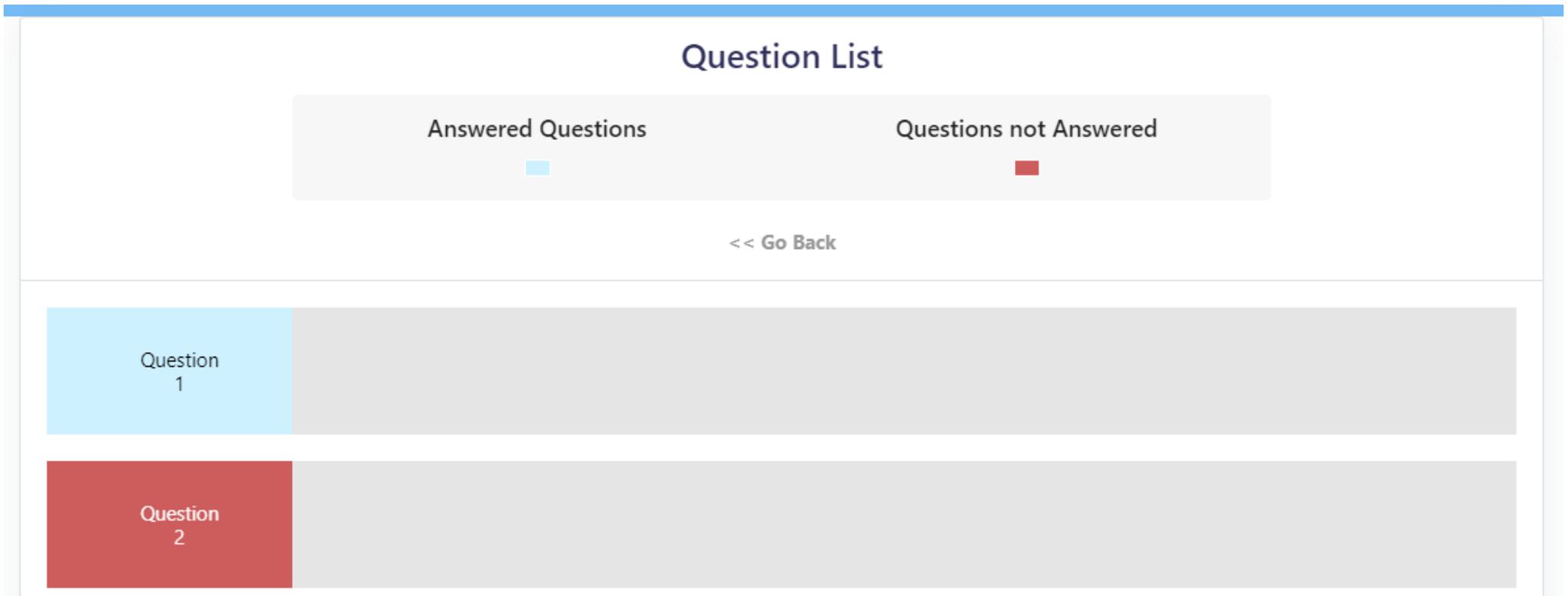


## NAVIGATION

Navigate to the next question by clicking the **Next** button.

Navigate to a specific question by clicking on the corresponding **question number**.

Click on the **Question List** button, displays a colour-coded overview of the status of all your questions on a single page.

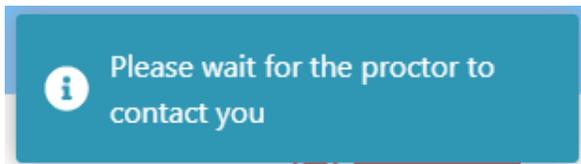


The screenshot displays a 'Question List' interface. At the top, the title 'Question List' is centered. Below it, there are two summary boxes: 'Answered Questions' with a light blue square icon, and 'Questions not Answered' with a red square icon. A '<< Go Back' button is positioned below these boxes. The main area contains two rows of question indicators. The first row shows 'Question 1' with a light blue background, indicating it has been answered. The second row shows 'Question 2' with a red background, indicating it has not been answered. The rest of the row for each question is greyed out.

## Request Attention

### DURING THE EXAMINATION

Clicking the **Request Attention** button alerts your Proctor that you need his/her attention.



**Note:** The timer does not stop/pause but continues counting down.

### AFTER THE EXAMINATION

If you have further enquiries or complaint about your examination, send an email to: [admission@funaab.edu.ng](mailto:admission@funaab.edu.ng)



## Leaving the Examination

If you navigate out of the examination page, your system beeps and an alert message displayed on your screen at the **first and second instance**.



You are not allowed to leave the exam page. Doing so results in being penalized

When you navigate back to the examination page, you are allowed to resume by clicking the Continue button.

webtest Welcome, SURNAME, Firstname Othername Logout

Examination List

Scheduled Examinations

FUNAAB 2020/2021 PostUTME	Mar 29, 2021, 12:00:00 AM	Multiple-Choice	30 minutes	Continue
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At the **third instance**, your examination is automatically ended and the message below is displayed.

Your Examination Has Ended As A Result of Leaving Exam Page

