



**RABINDRA BHARATI UNIVERSITY
KOLKATA**

Instructions to the Applicants

**Step by Step Guide of How to download the Questions and submit your Answers
for MCO based Admission Test**

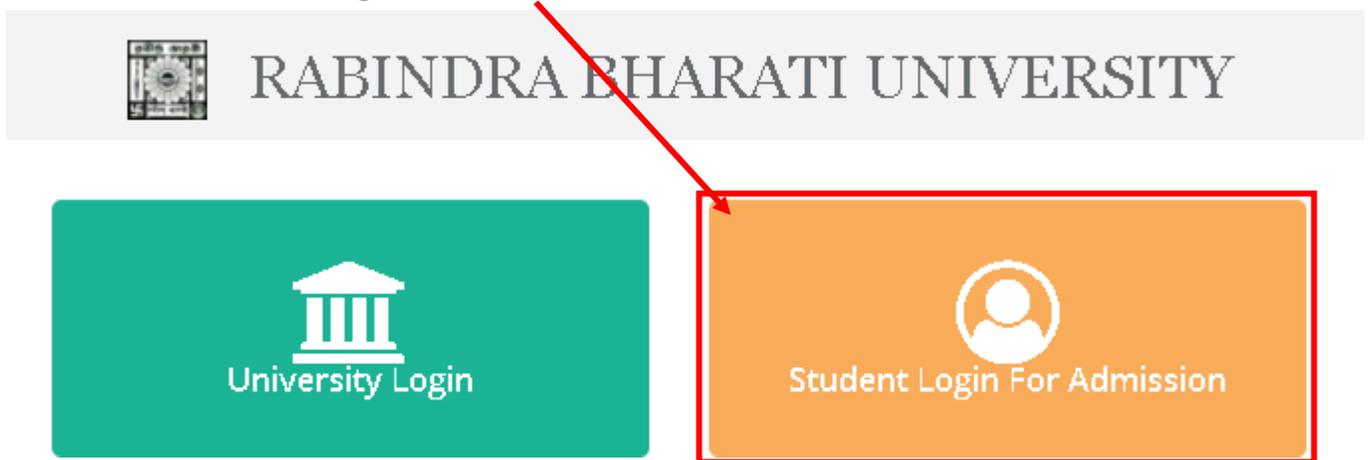
1. Log in to the **Portal** – <https://online.rbu.net.in> from **Student Login For Admission**
2. In Main Page You will Find a Link “**Click Here To Give Exam**”
3. **Click on the link**
4. It will take you to the **admission test portal**
5. Under current tab – you will find all active exams scheduled today. Click on the **Green** Icon at the extreme right hand side and Select **Proceed** to Forward.
6. **Download/View the Question Paper** by clicking on the Link has shown in the page.
7. Read the Instructions provided in the page for your scheduled exam and Click on the “**I Agree**” Check box and Click on the “**Start Test**” Button.
8. Click On **Proceed**
9. Click on **question numbers** (green circled) to move to a particular question
10. Read carefully the question from the question paper Click on the Check Box named **Mark as Attempt** if you really want to answer. If you do not want to answer, you may de-select the same check box and your answer will be treated as un-attended
11. Choose the correct option consulting the question no and options from the downloaded question paper
12. When you are done choosing your option for a particular question. Click on the **Next Button** to proceed with the next question.
13. You can always **go back** by clicking on **previous button** and change your answers in case of any mistakes.
14. All your attempted questions will be marked in blue.
15. In the **last page/question**, you will see an **Orange Button** named **End Test**. Be **Extremely Careful** with this Button. When you are finished answering all your questions, Click on the **End Test** button to **Finally Submit** and end your Exam.
16. In case of any **network breakage** or internet issue you can continue with the point where you left the test.
17. Remember a Test Once Submitted cannot be resumed.
18. For MCQ based Exams, you have to answer **15 questions**, each question bearing 2 marks each. There is no negative marking.
19. Duration of the test will be 30(thirty) minutes. Candidates are requested to login the portal at least 15 minutes before the commencement of examination.
20. After the scheduled time, the answer script will be automatically submitted if not already submitted by the candidate.
21. The candidates must ensure that they have a proper and steady internet connection at their premises before commencing the test.

✓ Step by Step Guide of How to submit your Answers for MCQ based Questions

**The screenshots are used for indicative purpose only, though the layout will remain same but the data shown in the images may change based on case to case basis.*

1. Go to the site: <https://online.rbu.net.in>

2. Click on “Student Login For Admission” Button



3. Provide your existing **UserName** and **Password** and Click on **Login** Button to Log into the portal.

Student Login

Once you have created your account details Please Login to access all Admission resources and get updates on Admision-related activates.

The image shows a login form with the following elements: a "Username" input field, a "Password" input field, a green "Login" button, a green "Create New account" button, a "Forgot password?" link, a "I need help ?" link with a red question mark icon, and a "Go to Home" button at the bottom. A red arrow points from the text "Click on Login Button" in the step above to the "Login" button.

4. Your Examination Portal will be open with the details of your scheduled Exam name and Subject and Course

Name	Admission Program	Subject	Faculty Date	AIN NO	Department	Application Form	Payment
BIDHAN MAITI S	B.A. (Hons) (Fine Arts)	DRAMA - DRAH	Faculty of Fine Arts		Department of Drama	-	Payment Not Complete

5. Click on “**Click here for Exam**” link in Application Form section respective of the Admission Program as mentioned below. Please note: **This link will appear only after the exam time is started.**

Name	Admission Program	Subject	Faculty Date	AIN NO	Department	Application Form	Payment
BIDHAN MAITI S	B.A. (Hons) (Fine Arts)	DRAMA - DRAH	Faculty of Fine Arts		Department of Drama	-	Payment Not Complete

[Click here for Exam](#)

6. To Download/View the Question Paper by click on the Link shown (as **Click here to download Question Paper**) in the picture.

- Read the Instructions provided in the page for your scheduled exam
- Click On the I Agree Check box
- Click On the Start Test Button.
- For MCQ based Exams, you have to answer the questions as per instructions provided, each question bearing 2 marks each. There is no negative marking. Sample pics provided (with 30 Demo questions)

Test Instructions & Acknowledgment Acceptance

Duration: 120 minutes Full Marks: 100
Question Answerable: 10 out of 10 Full Marks: 100

[Click here to download Question paper](#)

Instructions
Choose Paper (3/3)

Acknowledgment Acceptance
I do hereby agree to all terms and conditions. I will remain responsible for all documents uploaded by me. I declare that, there are not obtained any unfair means while going exam.

I Agree

[Commence Test](#)

7. Click On the 'Proceed'



8. Click on the Check Box named 'Mark as Attempt'



9. Choose the correct option consulting the question no and options from the downloaded question paper.

- When you are done choosing your option for a particular question.
- Click on the Next Button to proceed with the next question.
- You can always go back by clicking on previous button and change your answers in case of any mistakes.
- All your attempted questions will be marked in blue.
- In case of any network breakage or internet issue you can continue with the point where you left the test.
- In the last page/question, you will see an Orange Button named End Test. Be Extremely Careful with this Button.
- When you are finished answering all your questions, Click on the End Test button to Finally Submit and end your Exam.
- Remember a Test Once Submitted cannot be resumed.

