

DouOnlineExam

INFORMATION TEXT

You can access the DouOnlineExam system by typing douonlinesinav.dogus.edu.tr address in your internet browser (Chrome). You will be able to log in to the system with your username and password.

In order to detect any problems that may arise at the entrance to the system, we ask you to log in to the system before any exam at least 24 hours in advance and to notify the IT Department (bim@dogus.edu.tr address) if you encounter any problems.

Students who have access to the system will be able to see the list of the exams for the courses they have registered for in the 2019-2020 Spring semester, and when the exam date comes, they can choose the relevant course and take the exam. It is important to take the necessary precautions before starting the exam, the process is the responsibility of the student.

At the beginning and at the end of the exam

- In order to start the exam, the "Apply Exam Now" button must be active. If this warning does not appear, the exam of the course has not started yet.
- You can start the exam within the Exam Start and End times.
- Regardless of the start time, the exam will end at the stated finish time.
- The time remaining until the end of the exam will be displayed on the screen.
- The exams can be either free or sequential. The questions will be seen in order from the first question in successive exams. It will not go forward or backward. The unanswered question will not be returned.
- One correct answer will not be deducted for every four wrong answers.
- Students who do not perform the procedures of clicking on the "**Finish the Application** after answering all questions" button, which will be displayed as a warning on each question during the exam, and then clicking the "**Send all and finish button**" will not have an exam score.

- Care should be taken not to leave the exams left until the last hours in order to avoid inconvenience due to the overload that may occur in the system.

During the Exam

- Students who are interrupted during the exam due to power and internet outage may enter the system again during the exam participation period and continue the exam with another gadget (mobile phone, computer, tablet). Students will be able to continue the exam at the time limit and the question they have left. Since this will happen during the exam period, it is necessary to log in to the system as quickly as possible to avoid wasting time, and take the necessary measures in advance.
- Depending on the above-mentioned reasons, if the students whose exams are not completed have no chance to access the exam again during the participation period, they can apply for the second exam right from the bim@dogus.edu.tr. Application to this right must be made within 2 hours of completion of the exam participation process. Applications not made within the specified period will not be considered.
- After determining the reason for the interruption of the examination as a result of the technical checks to be performed, if the reason for the incomplete examination (such as electricity, internet outage) is confirmed, a new examination date will be given to the student with a new set of questions by obtaining approval for the second examination right.
- For the students who are entitled to take the second exam, the last grade will be valid.
- Students who do not enter the system during the participation period and do not start the exam will not be entitled to a second exam. Students are deemed inappropriate will be graded as not have taken the exam.

Exam Security

- All rights of the exams are reserved. It is forbidden to copy, photograph, reproduce, publish or use all or part of the exams for any purpose without the permission of the University. Legal action will be initiated against those who are found not to comply with this prohibition.
- All actions of users accessing the exam system (log) will be recorded. (Successful and unsuccessful login attempts and reasons, device information, IP information, transitions between pages / questions, waiting times, marked answers etc.).

- The examinations of students who take the exam in place of another student, take someone to take the exam instead of their own, take actions that endanger the security of the exam, and who have been / have found to be in disgraceful and shameful acts in a quality and degree incompatible with the capacity of students will be deemed invalid and a process will be initiated within the scope of **Higher Education Council Student Disciplinary Regulations**.