Rules for the entrance exam in the field of training "Applied Mathematics and Computer Science"

If something went wrong during the exam: please write an urgent letter to helpexam@hse.ru.
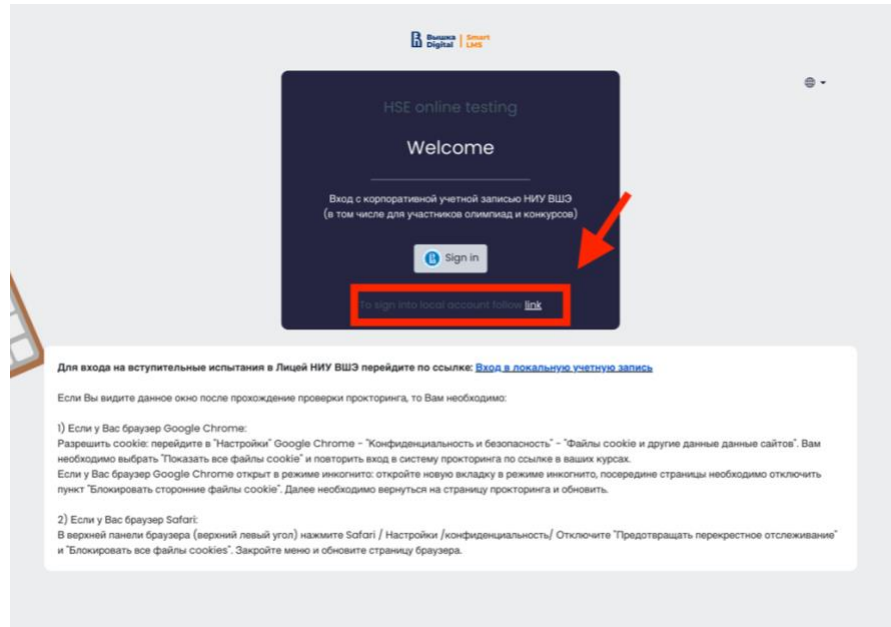

General Provisions

The rules determine the procedure for conducting the entrance exam in the field of training "Applied Mathematics and Computer Science" (hereinafter referred to as the Exam) for applicants to the master's program "Master in Data Science" in the 2023 academic year.

The applicant is obliged to familiarize himself with these rules before the start of the exam and comply with them until the end.
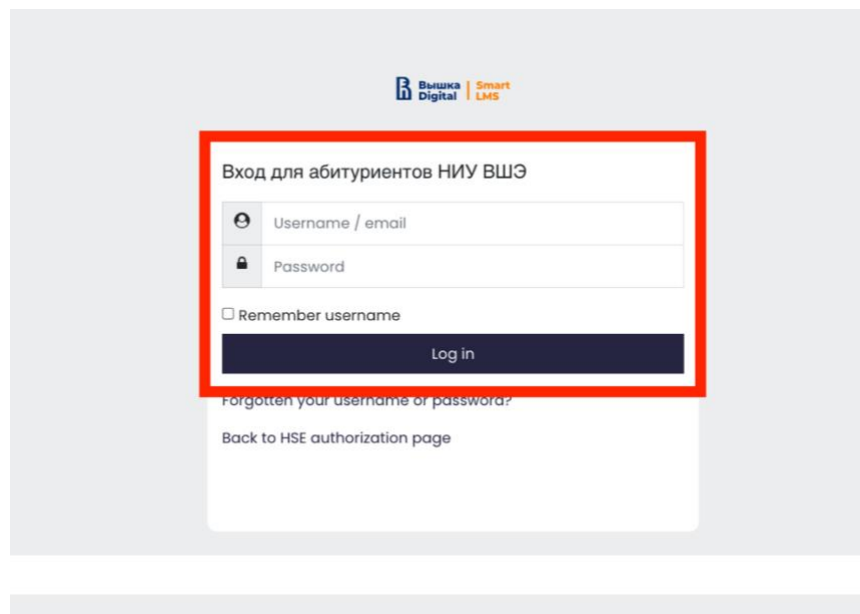
The total duration of the exam is 90 minutes.

1.   Applicant's actions before the start of the exam

1.1 The applicant is obliged to familiarize himself with these rules of the exam

1.2 The applicant is obliged to familiarize himself with the requirements for the user's PC

1.3 The applicant is obliged to prepare the workplace for passing the exam with proctoring. How to do this correctly is described in the video.

1.4 The applicant is required to pass authorization:

1.4.1   In the browser settings, **it is mandatory to enable cookies**

1.4.2   Log in to the et.hse.ru page. On the login page, click the "Login for HSE students and participants of the Vysshaya Proba Olympiad" button. In the fields, you will need to enter the personal data used to register in the applicant's personal account, and your **username = mail = password.** Checking equipment and cameras can be done here. To avoid various connection problems, we ask all participants to use the GOOGLE CHROME browser (you can use incognito mode)

1.4.3   Log in to the **https://et.hse.ru/** page, go to the manual authorization page:
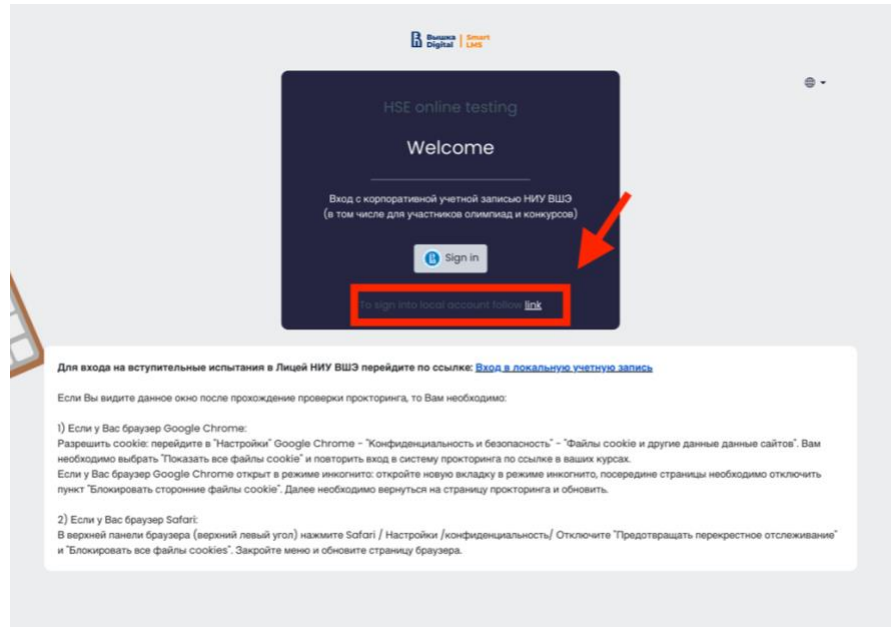
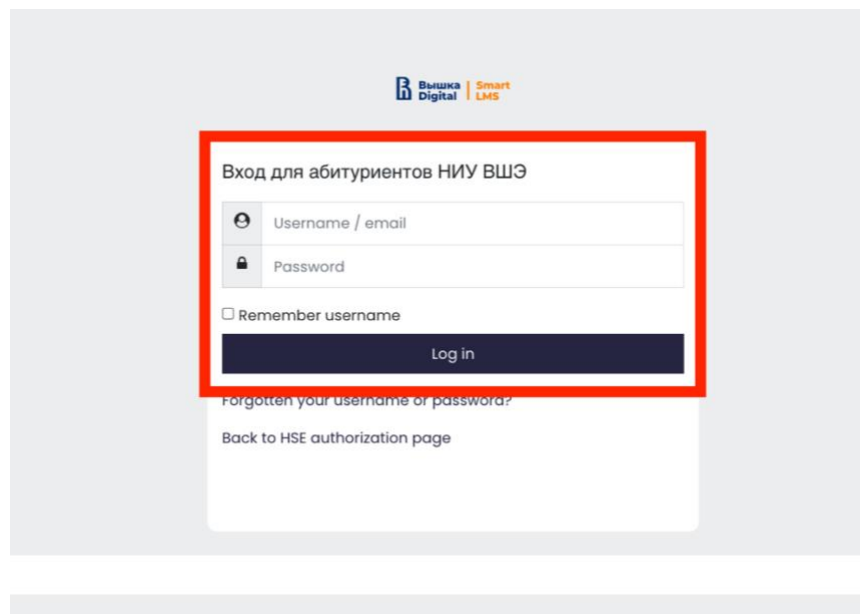1.4.4   To log in to both fields (login / password), you must enter your mail (login **= password = mail).**

2   Applicant's actions on the day of the exam

2.1 You can take the test only on a **computer and laptop, it is** not **allowed to take the exam on** a tablet or phone**. To ensure the correct operation of the system**, **it is recommended** to use only **the Google Chrome** browser (**it is allowed to use** incognito mode**).**

2.2 Log in to the **https://et.hse.ru/** page, go to the manual authorization page:
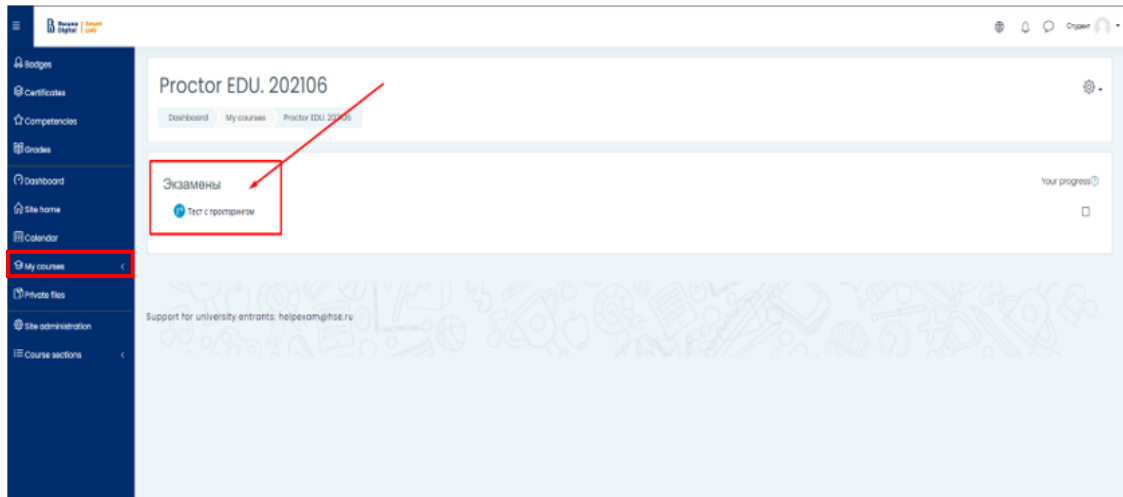
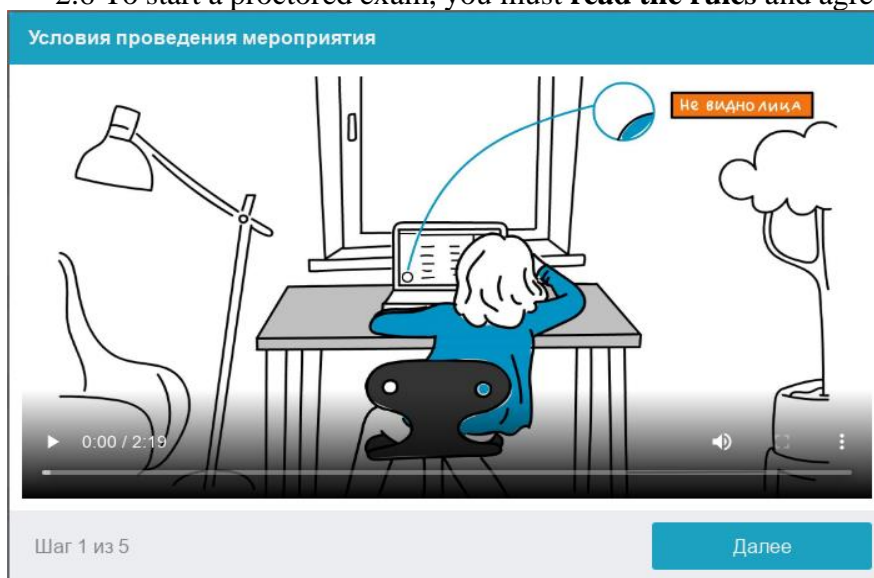2.3 To log in to both fields (login / password), you must enter your mail (login **= password = mail).**

2.4 In the window that opens, in the "**My Courses"**section, select the desired course.If your exam is not in this section, please write to the technical support of helpexam@hse.ru

2.5 In the window that opens, select your exam.

2.6 To start a proctored exam, you must **read the rules** and agree to the terms of the exam.
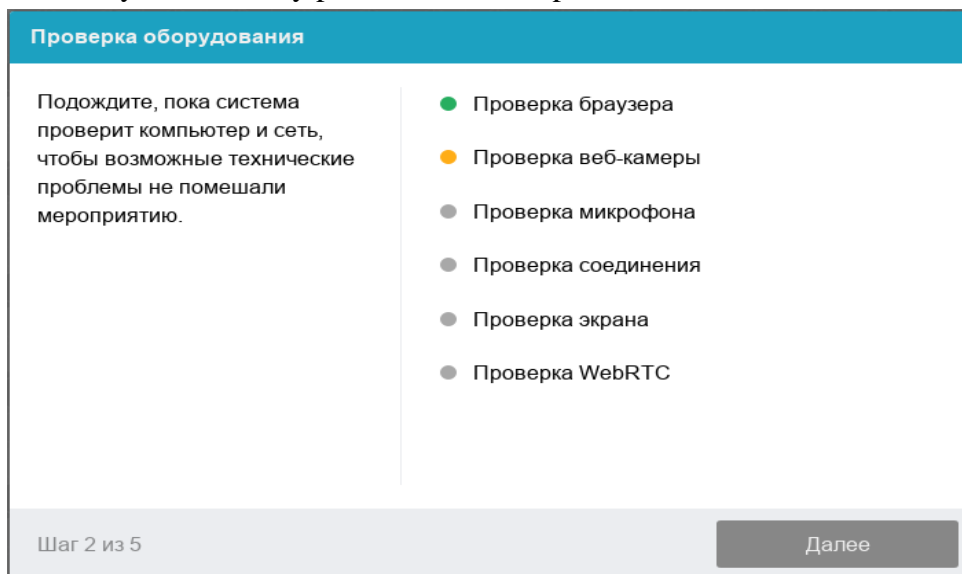

The system automatically scores the level of confidence in the exam results, which depends on the factors described below.

Adhering to the following rules throughout the exam will help you get the maximum confidence score for the exam results:

- you consent to the audio and video recording and subsequent storage of the entire exam;
- the webcam must be installed strictly in front of the face, it is not allowed to install the camera on the side;
- The face must be in the center of the webcam's field of view and occupy at least 10% of the space captured by the camera throughout the session;
- the face should be illuminated evenly, the light source should not be directed at the camera or illuminate only one half of the face;
- hair, clothing, hands or anything else should not cover the face area;
- it is not allowed to wear sunglasses, you can only use glasses with transparent lenses;
- the taker must be alone in the room during the proctored exam;
- the examiner must be in the line of sight of the webcam during the proctored exam;

- there should be no voices or noise in the background, preferably if the exam will be held in silence;

- the browser window must be maximized to full screen, you can not open third-party tabs (pages) or close the browser;

- All third-party programs and applications that use the webcam must be disabled on the computer, except for the browser;

- it is required to ensure the stable operation of the Internet connection;

- it is forbidden to record the materials and content of the exam in any way, as well as to transfer them to third parties;

- it is forbidden to use sound, visual or any prompts;

- In case of violation of the rules of the exam, the results of the exam will be canceled.

2.7 Before the start of the exam, an automatic check of the equipment is launched, which allows you to identify possible technical problems.
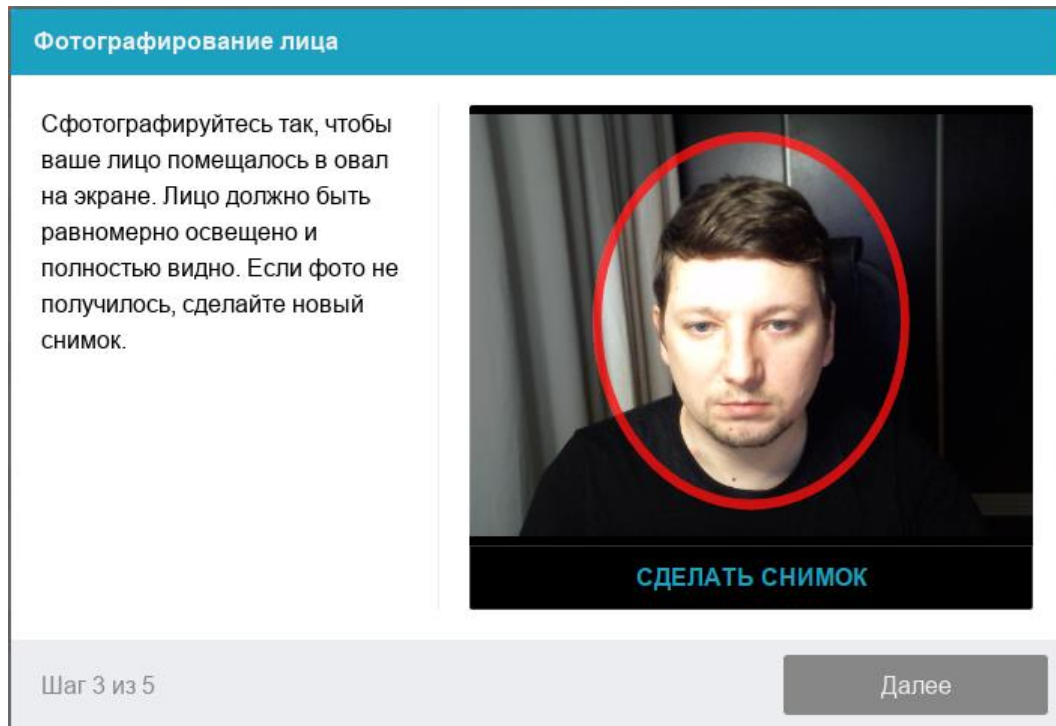

2.7.1 The verification steps are as follows:

- At the stage of checking the compatibility of the browser, the compliance of your browser with the minimum requirements of the proctoring system is checked, the browser window must be maximized to full screen;

- At the stage of checking the webcam, you need to give access to the camera in the browser. If the camera is working correctly, then this stage of the test will be successful;

- At the stage of checking the microphone, you must give access to the microphone in the browser;

- During the screen verification phase, you must grant **access to the entire** screen. If access is given to a part of the screen or an additional monitor is connected, the test will fail. (***Starting with **macOS "Catalina" 10.15** To access the browser screen, you need to issue additional permission in the system settings. To do this, go to the System Preferences menu "System Preferences". Then select "Security & Privacy" → "Privacy". In the proposed list, you need to mark the browser that you want to allow access to the screen recording. After that, you will need to restart the browser);

- At the connection test stage, the ability to transmit video traffic on your network using WebRTC technology is checked. The test will succeed if the traffic is not blocked.
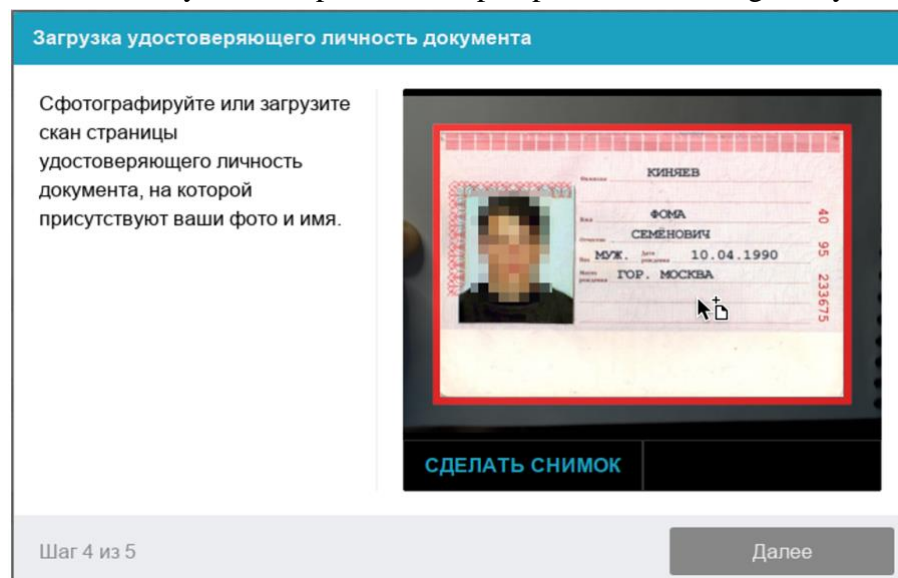
2.7.2   Face photo

Before passing the proctored exam, you must go through the identification procedure. To do this, you need to send your photo to the system.
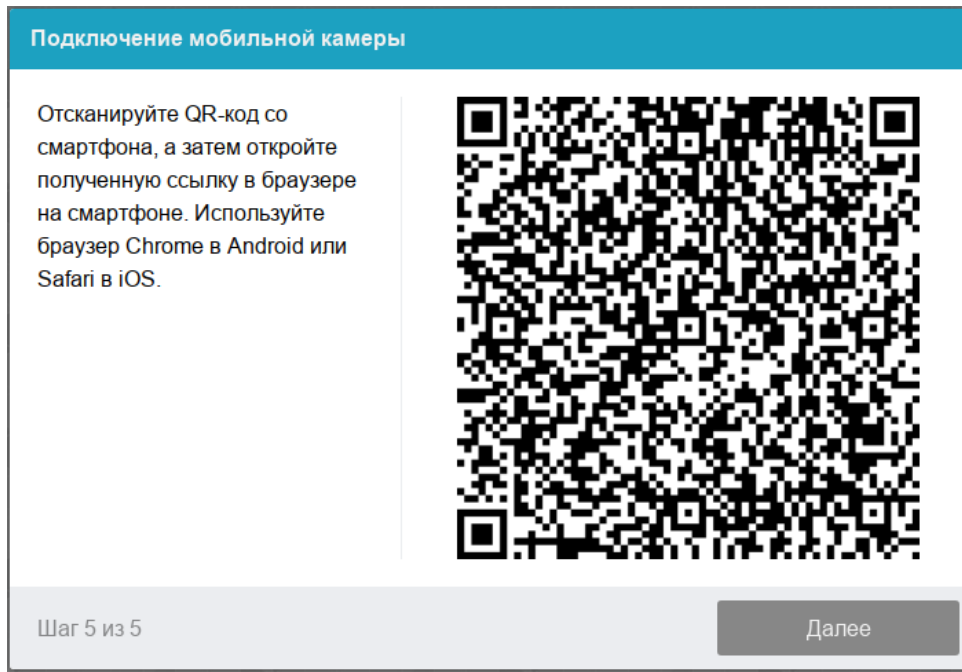

2.7.3   Photo of the document

The continuation of the identification procedure is a photograph of the identity document. A photo of the document must be taken through a webcam and sent to the system. The passport is automatically checked by the proctoring system for correctness and readability, and the photo in the passport is checked against your face.

2.7.4   Connecting a mobile camera

For a more complete overview of the workplace, you need to connect an additional camera. To do this, you need to scan the QR code displayed on the computer screen from your phone, and then open   the link received by the code in the browser (***recommended browsers for your phone: Safari, Google Chrome***) on your phone . If the camera is successfully connected, the phone screen should display the inscription "Camera   successfully   connected".

After connecting a mobile camera, you need to use it to show the space around you and your workplace. To do this, slowly move the camera as when shooting panoramic. Try to get your entire workspace to end up on video.
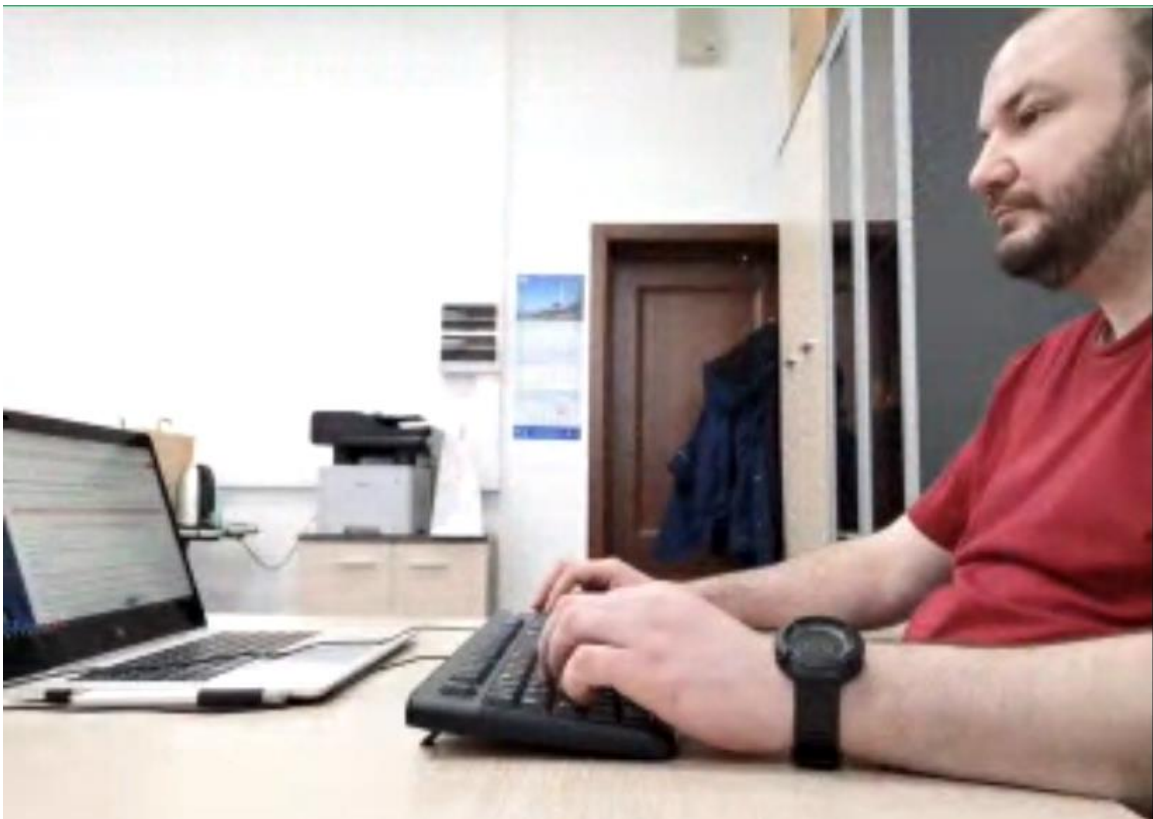
2.7.5   Setting the position of the cameras
VEB Camera Position
In the camera, the participant's profile should be located strictly in the center and touch the upper border of the camera capture area. Hands up to the elbow should be visible.

Mobile Camera Position

The mobile camera should be located at a distance of ~ 50cm from the keyboard on the opposite side of the participant's leading hand *(on the left - for right-handers; on the right - for left-handers)* and capture:

- A workspace in front of a participant
- Part of the member's profile
- area behind the monitor.

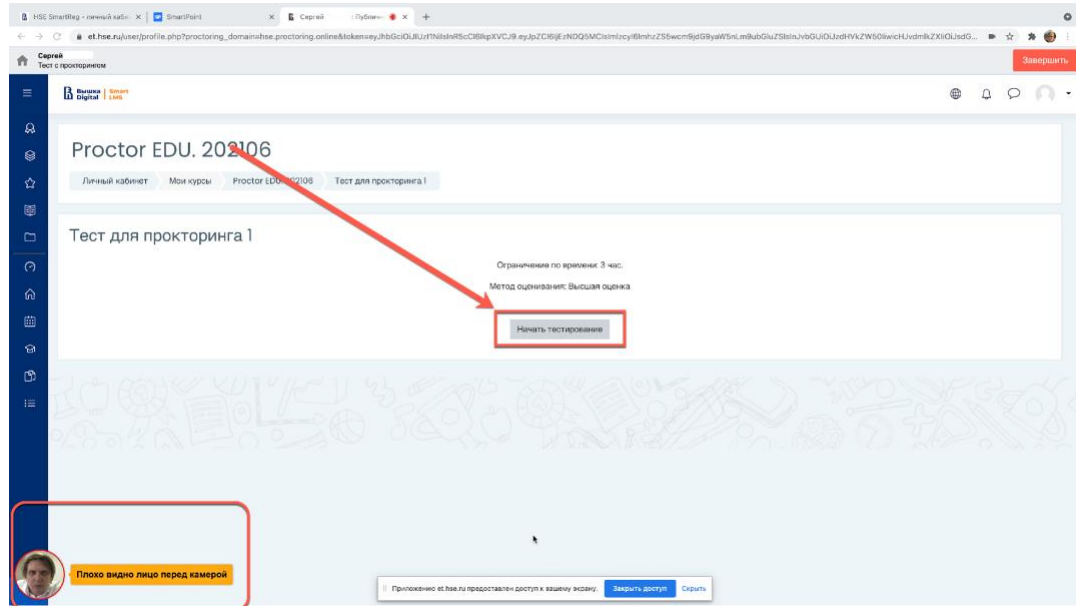The phone must be 100% charged or connected to a charger.
The charger should be close to the phone. If your phone's charge drops below 60%, you need to connect it to a charger.
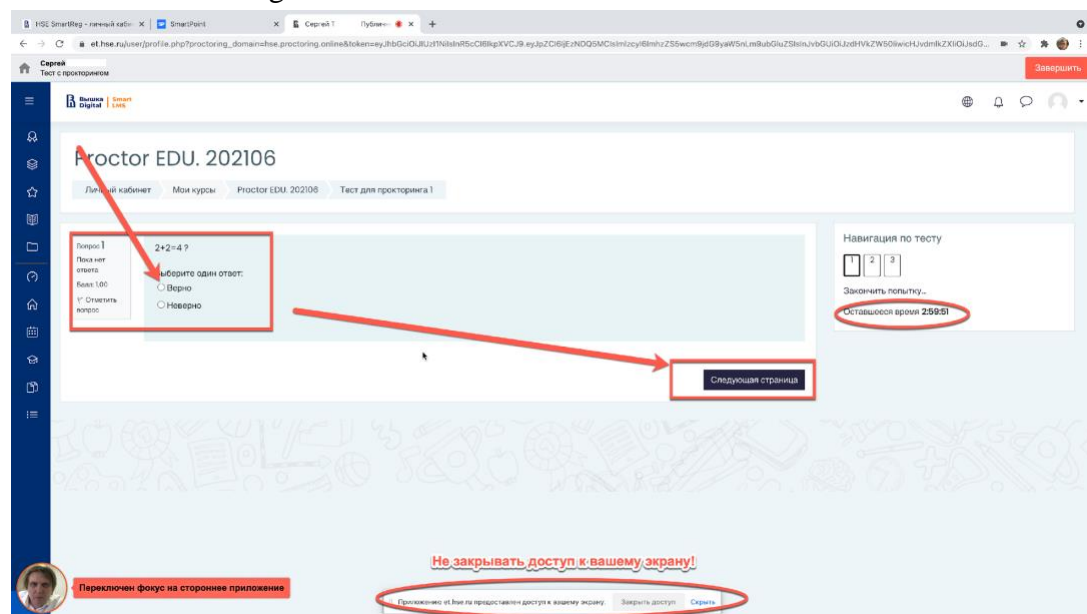
2.8 Passing the exam

Upon successful completion of the previous steps, the page of the exam itself will open. In the central part of the window, the exam (test) page opens, and a small circle is displayed in the lower left corner, where a picture from your camera is displayed.

During the exam, make sure that your face fits completely in the circle and is well lit. Notifications may appear next to the circle if some of the rules of the event are not followed. To start the exam, you must click the "Start testing" button
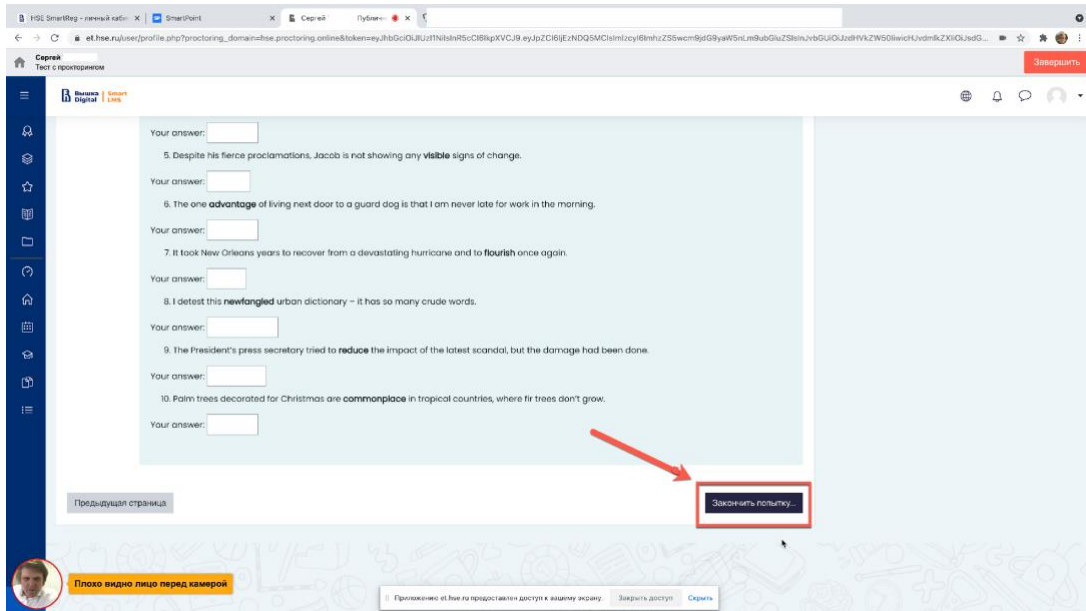

2.9 After the exam starts, follow the steps in the exam. You will see the time until the end of the exam in the right window
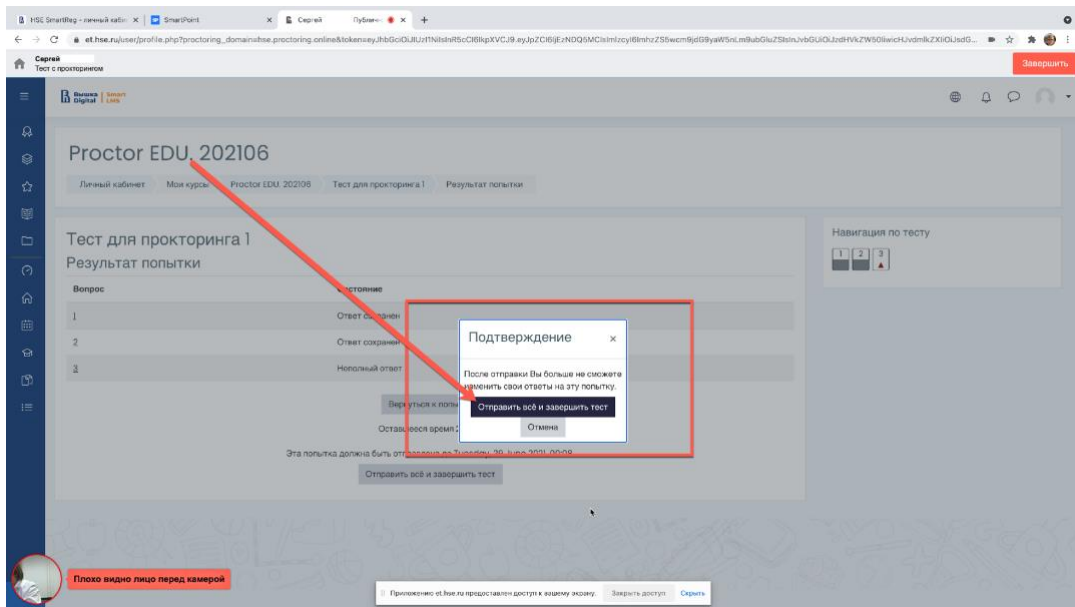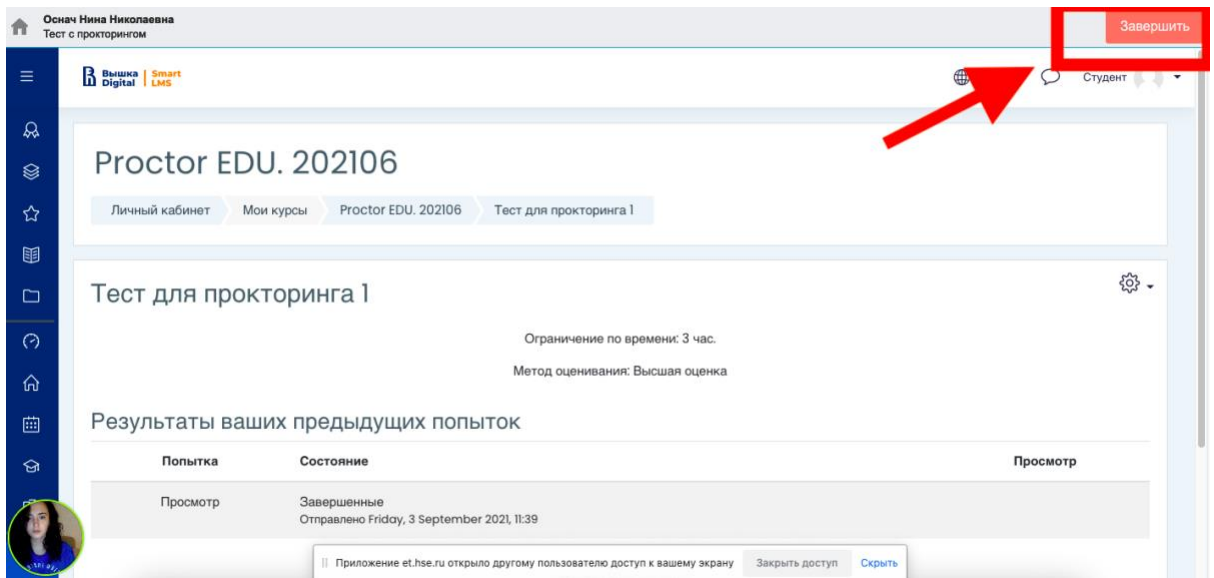

2.10 End of the exam

After completing the tasks provided for in the event, complete the exam. To do this, click the "End Try" button
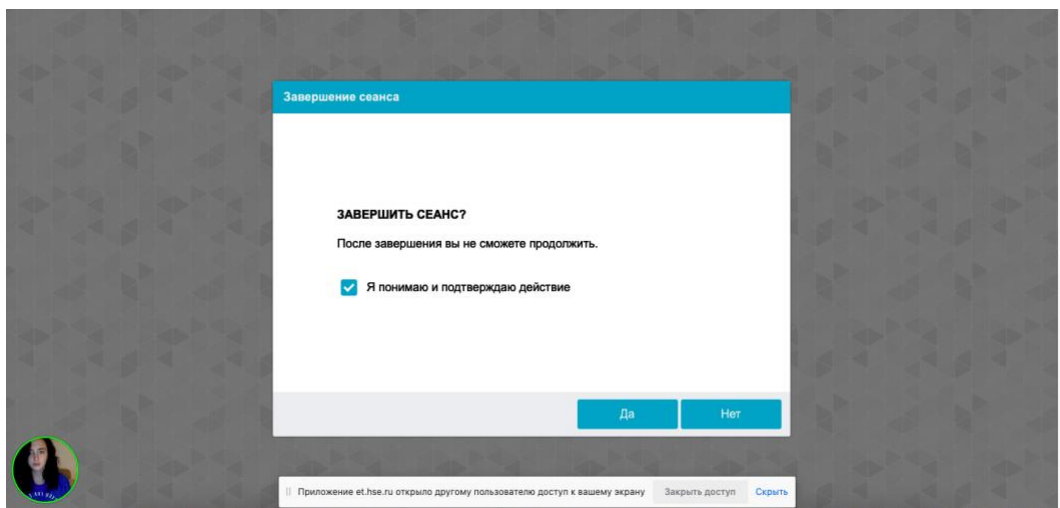
2.11   After completing the exam, the system will ask for additional confirmation from you whether you really want to complete it and it will no longer be possible to start it again.

2.11 In order to disable the camera on your smartphone, you must click on the "Finish" button in the upper right corner

Check "I understand and confirm the action", then click "Yes". The camera will turn off   successfully.

IMPORTANTLY!

What not to do

Please note that the list of violations in the exam with proctoring is the same as in the face-to-face exam: **you can not be late, walk, communicate with strangers, cheat, use pre-prepared materials, look for answers on the Internet.** A complete list of violations is indicated in the rules of the exam.