

Prof. Rohan Shenoy's

Online test-series for MHT-CET biology

Software usage instruction manual for students

ATTN: This manual and all the required software can be downloaded from our webpage given below

<http://www.biologyformhtcet.com/ots/>

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Table of Contents

1.	Getting started	3
2.	Registration and account activation	3
3.	Logging in	3
4.	Navigation menu, account info, status bar	4
5.	Navigation menu in detail	4
6.	Student's home page	5
7.	Writing an exam	6
8.	Revising a question paper	9
9.	MCQ tools -	
	1. Bookmarking MCQs	10
	2. Reporting mistakes in MCQs	
	3. Discussing MCQs with friends & me	
11.	Your solved papers	11
12.	Your bookmarked MCQs	13
13.	Searching MCQs	13
14.	Follow-up of MCQs reported by you	13
15.	Your time-table	14
16.	Your report-card	14
17.	Your message inbox	15

Getting started

Students will require to use a **Student Software** provided by us. This software can be downloaded(free-of-charge) from [this page](#).

Please ensure that your computer supports the min. required configuration.

- Operating system: Windows XP/2000/Vista
- Internet Explorer ver. 8

If you are using an Internet Explorer older than ver. 8, please upgrade it by downloading-and-installing from [Microsoft's website](#).

If you are accessing the test-series from a public computer such as cyber cafes, etc. please ask the system administrator to install the latest version of Internet Explorer.

A reliable internet connection of minimum download speed 56 kbps is necessary, though one with 256 kbps is recommended.

Registration and account activation

Run the student software. You will be given the option to register a new account or login if you hold an account already. If you do not hold an account already, please register yourself by filling the form online on the registration page. You will also need an email account. After the form has been filled and your account has been registered successfully, a confirmation email will be sent to you. This confirmation email contains a link. Please click on that link to activate your account.

Once your account is activated, please call Prof. Rohan Shenoy on +91 98191 48661 and inform the same. This is required to prevent identity theft.

Logging in

Run the student software and opt to login. A login form will be presented to you. Fill in your username and password. Please remember that the username and password are case-sensitive. Ex: RoHaN is not same as ROHAN or Rohan.

If you forget your password or username, please use the **Password recovery** form below the login form.

Site menu, account info and status bar

On every page of the system, you can see the below three common elements:

Note: The interface may slightly vary.

1. Site menu(navigation)

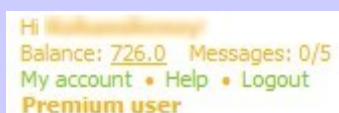
The site menu is located near the top of the page. It has been illustrated below:



The various icons, when clicked, will take you to your bookmarked MCQs, solved papers, report card, messages, etc. When you hover over an icon, a brief description of it will be shown in the status bar (towards left bottom of the page).

2. Account info

Your account info is located near the right top corner of the page. See below fig. for illustration:



The no. to the immediate right side of "Balance" show no. of hours remaining. After you use the account for those many hours, your account will expire.

The no. of messages in the format: Unread *messages*/*Total messages*. Every 1 minute (or as set by the system administrator), the system checks for new messages. If there are new messages, the no. of "New messages" field will become a clickable link. To read the new messages, simply click on that number.

The "My Account" link will take you to your account settings page. You can edit your email address/password/address/contact info. here.

3. Status bar

The status bar is located at the bottom of the page. It runs through the whole width of the page. See below fig. for illustration:



The status bar keeps you informed about what's happening in the background.

Ex: When the page is loading it shows "Loading". When the page has completely loaded, it shows "Ready".

Site menu (navigation) - Extended information

The site menu located at the top of every page allows you to do various activities such as browsing your bookmarked MCQs, viewing your report card, etc. Each of these activities has been discussed in detail later.

Please see to the fig. below and refer the list below it:



What the icons above mean:

1. "**Home**" icon: Click on it will bring you to the "Student Home page".
2. "**Star**" icon: It will take you to your bookmarked MCQs.
3. "**File**" icon: It will take you to your solved papers/exams.
4. "**Magnifying glass**" icon: It will you to the "Search" page where you can search MCQs.
5. "**Exclamation mark**" icon: It will take you to "Reported MCQs". Reported MCQs are those which have been complained to contain some mistake or error, etc.
6. "**Magic stick**" icon: It will take you to the "iPractice" wizard. In iPractice, you can choose MCQs of a particular difficulty level from few chapters to test your exam preparation.
7. "**Folder**" icon: It provides a printable list of recommended study material(including sanctioned textbooks and practice books).
8. "**Calendar**" icon: It provides you with the examination time-table.
9. "**Bar diagram**" icon: It takes you to your report card.
10. "**Envelope**" icon:It will talke you to your message box.

Note:





1. If the administrator has not enabled some features for you, you may not see one or more icons as described above.

The Student Home Page

When you have logged in successfully, you are directed to the "Student Home page". It shows all the available exam papers for you. The same has been illustrated below:

(P.T.O.)

Student home

ID	Subject & topics	No. of MCQs	Tasks
1	1. Photosynthesis 2. Respiration 3. Circulation in animals	--- 16 MCQs --- 16 MCQs --- 18 MCQs	50 
2	1. Biofertilizers and medicinal plants 2. Respiration 3. Reproduction in angiosperms 4. Hormonal co-ordination	--- 10 MCQs --- 5 MCQs --- 5 MCQs --- 5 MCQs	25  
3	1. Biotechnology 2. Human population 3. Immunity system 4. Nervous co-ordination	--- 6 MCQs --- 9 MCQs --- 4 MCQs --- 6 MCQs	25 

1 2 3 4 5 6 7

1. ID of the test. Please note that it **not** same as serial no.
2. Names of topics.
3. No. of MCQs of that topic in that question paper.
4. Total no. of MCQs in the question paper.
5. This icon is seen when you have already taken the exam. If you need to revise that question paper, click on it.
6. This icon is seen when you are yet to take that exam. If you click it, you will be taken to that exam.
7. This icon is seen when you have taken the exam. Click on it to see your solved paper.

Writing a exam

To write a MCQ exam, go to "Student Home" page. Choose the MCQ exam you want to take. Click on the 'Exam' icon (the one that shows a yellow pen and a paper).

You will be taken to the "MCQ exam" page. Since there are many things to be explained in this page, we will cover them in chunks.

The "Dock" on the left side of the page:

The screenshot shows a 'Dock' panel on the left side of a page. It contains the following elements:

- 1** → **Timers:** A section titled 'Dock' containing 'Started at: 3:47', 'Ends by: 4:32', and 'Current time: 3:50'.
- 2** → **MCQ hiding options:** Two radio buttons. The first is 'Hide attempted MCQs' (unselected). The second is 'Show hidden MCQs or Do hide not attempted MCQs' (selected).
- 3** → **Info grid:** A section titled 'Info grid' with a 5x10 grid of MCQ numbers. The first two columns (1 and 2) are highlighted in green. The text above the grid says: 'The below grid shows you which MCQs you have attempted or yet to attempt. To scroll a MCQ into the view, click on the MCQ no.'
- 4** → **Corrections:** A section titled 'Corrections:' with a link 'MCQ # 1 [Click for more info]'.

- 1. Timers:** The timers show you starting time, ending time and current time. In the last 5 mins, the 'current' timer goes red!
- 2. MCQ hiding options:** You can 'hide' MCQs once you answer them. This will reduce the clutter on your screen and you can concentrate better on the unanswered MCQs. The hidden MCQs can again be made visible by choose to 'Show' MCQs.
- 3. Info grid:** When you answer an MCQ, it highlights the MCQ's no. in green. This will reduce the chances of missing out MCQ. Also, you can click the MCQ no. to scroll directly to a MCQ, without having to scroll with your mouse or keyboard.
- 4. Corrections:** If any corrections are made to any MCQs while you are writing an exam, you will be notified with a popup, and the details of the correction will be mentioned here.

The question paper on the right side of the page:

1. When a glucose molecule is completely oxidized, the net gain of ATP is
a) **36** c) 15
b) 34 d) 22

2. Site of action of enzyme complex zymase is
a) Cytosol c) Perinuclear
b) Nucleolar d) **Extra-cellular**

3. The product of beta oxidation of fatty acids enters
a) **Glycolysis** c) ETS in outer mitochondrial membrane
b) Krebs's cycle d) ETS in inner mitochondrial membrane

1 2 3 4

1. MCQ no. and question statement.
2. Choices (a), (b), (c), and (d).
3. A highlighted choice-answer marked by the student.
4. MCQ tools, discussed in *another thread* titled "**MCQ tools**"

Marking an answer:

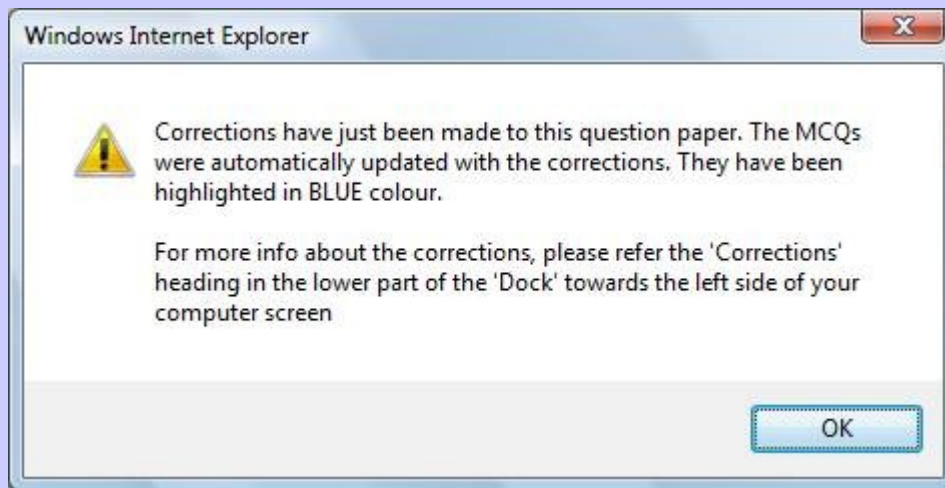
4. What is the normal blood pressure of man?
a) 1.6/11 m of water c) 120/180 mm of Hg
b) 12/8 cm of Hg d) **Either of the above**

1

To mark an answer, click the option that you would like to choose as your answer. If the answer was marked successfully, it will be highlighted as shown above. Also, the MCQ no. will be highlighted in green in the 'Info grid' as discussed previously. Please note that *changing of answers once marked is NOT permitted*

Corrections in question paper:

As soon as a correction is made to the question paper, you will be notified by a popup.(see below fig)



Details about corrections can be obtained from the "Corrections" in the dock.(see below fig)

Corrections:

MCQ # 14 [[Click for more info](#)]

Click the blue link that says "More info". A popup describing the correction shall appear.(see below fig)



The corrected MCQ is highlighted in blue so that you don't forget about the corrections.(See below fig)

14. Alcoholics Anonymous(A.A) is related to

- | | |
|---------------|------------------|
| a) Drug abuse | c) Smoking |
| b) Alcoholism | d) None of these |

Revising a question paper

You can revise question papers once you have taken the exam. To revise a question paper, from your "Student Home", click on the paper revision icon(*purple arrow on a paper*) of the paper you want to revise.

The arrangement is same as that on "Exam" page, except for following

differences:

1. There are no timers, info grids and corrections. You can revise papers without any limitations of time as in an exam.
2. After you mark an answer, you are immediately told if the answer is correct or not. If the answer is correct, the explanation/solution(if any) is shown immediately. If the answer is wrong, the explanation/solution is not shown. However, you can choose to see explanation/solution even if your answer is wrong by unchecking the checkbox in the *Dock*.

MCQ tools are also present in the paper revision.

Note: This feature may be enabled or disabled by the administrator. If you cannot access this feature, perhaps its disabled.

MCQ tools

While writing an exam or revising a question paper, you may find 3 icons towards the right-side of every MCQ.(see below fig.)

12. Root decoction of ____ is used as a diaphoretic agent in malarial fever.

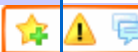
a) Shatavari

c) Neem

b) Khorpad

d) Tulsi

MCQ tools



[Note: The icons are available only if the administrator has allowed you those facilities. If any icons are missing, then probably those facilities are not granted to you.]

1. **Star** icon: Allowed bookmarking of MCQs.
2. **Warning** icon: Allows you to report mistakes in MCQs.
3. **Discussion** icon: Allow you to post that MCQ for discussions in our forums.

Detailed explanation:

Bookmarking MCQs:

For quick revision, you can store some MCQs in your bookmarks. To bookmark a MCQs, click once on the "Star" icon. If the MCQ is successfully added to your bookmarks, the green coloured "plus" sign on the star will disappear.

While solving MCQs, if you come across a star icon without any green coloured plus sign on it, it means that the MCQ is in your bookmarks list. If you wish to remove that MCQ from your bookmarks, click the star icon again. If the MCQ is successfully removed, the green coloured plus sign shall re-appear on it.

The administrator may impose an limit on the total no. of bookmarks. If you exceed the limit, you may have to remove some MCQs to make space for new bookmarks.

Reporting mistakes in MCQs:

If you find any mistakes, such a factual, grammatical, typographical, etc. in any MCQ, click the "Warning" icon. A popup shall appear. (see below fig.)

Report MCQ ✕

This MCQ has already been reported by some users for the following reasons. Please do not report this MCQ again if it has already been reported for the same reason as you would.

1 → [Spelling mistake in option C](#) [Yet to be resolved.]

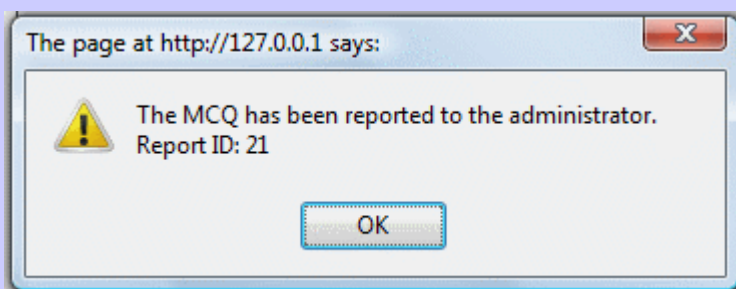
Please enter the reason (such as typographical error, incorrect options, or other discrepancies) in the below box.

2 →

Do not use this reporting system for asking doubts or difficulties.

1. If there are any previous complaints about that MCQ, they will be listed. For more info, please click the link.
2. This is the textbox for typing about the mistake in MCQ. Please try to be clear and precise.

Click the "*Submit report*" button to submit the report. If the report is filed successfully, a notification with report ID is shown. (see below fig.)



Discussing MCQs with friends and teachers:

To discuss a MCQ with friends and teachers, click on the "*Discussion*" icon. A new thread page shall open. The message box on this page shall contain a no. enclosed between ``mcq`` tags (see below)

`[mcq] 721 [/mcq]`

Do not delete this no. If you do so, the MCQ won't be included in the thread. Type in the title and the message and click on "*Submit thread*" button.

Your solved papers

Once you have answered an question paper, you may instantly obtain an

evaluated copy of it. To see a solved paper, click on the "Solved papers" icon in the top menu. You will be presented a table showing a summary of all exams answered by you.(see below fig.)

Your solved-papers						
No.	Test	Score	Outof	%[?]	Date	
1	1	1	75	1%	23 Jan 09, 18:39	[Open this paper]
2	2	8	25	32%	20 Jan 09, 09:16	[Open this paper]
3	3	1	10	10%	21 Jan 09, 23:00	[Open this paper]

Click the link "Open this paper" to see question-by-question evaluation. The chosen question paper and your marked answers will be show to you(see below fig).

4 The process of biological nitrogen fixation is called as
a) Azotrophy
b) Azotropy
c) Diazotropy
d) Diazotrophy
Key: d Your reponse: **b** ← 1
Azo = nirogen Di-azo = 2 nitrogen Trophy = feeding To feed on molecular nirogen is termed as diazotrophy.

5 Energy for nitrogen fixation activity of enzyme nitrogenase is provided by
a) Mg²
b) ATP
c) Reductants
d) Hydrogenases
Key: b Your reponse: **b** ← 2
ATP supplies the required energy to the enzyme nitrogenase. A reductant and Mg² (acts as co-factor) are also required.

6 Which of these is not released by the pituitary gland?>
a) Oxytocin
b) Vasopressin
c) Both of these
d) None of the above
Key: c Your reponse: **■** ← 3








1. Your reponse, if highlighted in red, is incorrect.
2. If in green background, you answered it correct.
3. If blank red, then you left the question un-attempted.

Note that the correct answer is show to the left of your answer.

Note: This feaure may be enabled or disabled by the administrator. If you cannot access this feature, perhaps its disabled.

Your bookmarked MCQs

All the MCQs that you added to your bookmarks while solving them can be accessed by clicking the "Star" icon in the top menu. The bookmarks will be presented to you (see below fig.) To remove a MCQ from bookmarks, simply click on the star icon with a red minus sign on it (see the MCQ tools to the right of question statement). The MCQ shall be removed when you refresh the page.

No.	MCQ [Click on a MCQ to load it]	 Download bookmarks
1	The process of biological nitrogen fixation is called as a) Azotrophy b) Azotropy c) Diazotropy d) Diazotrophy Azo = nitrogen Di-azo = 2 nitrogen Trophy = feeding To feed on molecular nitrogen is termed as diazotrophy.	  
2	Energy for nitrogen fixation activity of enzyme nitrogenase is provided by a) Mg^{2+} b) ATP	  

You can also download the MCQs in a PDF file, by clicking the "Download" link at the top of display table.

Note: This feature may be enabled or disabled by the administrator. If you cannot access this feature, perhaps it is disabled.

Searching MCQs

You can search a MCQ by specifying few keywords or keyphrases. To search, click on the "Magnifying glass" icon in the top menu. You will be presented with the search form. Follow the below steps:

1. Type your keywords or keyphrases in the text box. Instead of typing complete sentences, type unique words from it. Words such as 'and', 'or', 'if', 'at', 'a', etc. are automatically excluded while searching.
2. Select "places" where you want to search.
3. Select the question "fields" to search. If you do not select any field, then all fields will be matched against your keywords.
4. You can also specify topics to be searched.
5. Click on the search button. If there is any error in your search form, the system shall let you know about it.

Follow-up of MCQs reported by you (or others) for some mistakes

All MCQs that are reported by students to contain mistakes can be seen at the "Moderation Center". Click the icon round red colored icon having an exclamation mark over it.

A list of reported MCQs will be presented to you. Each MCQ will bear its reporting time, resolution status and time, and comment by the resolver(moderator), if any. (see below fig.)

Report ID# 21 [\[permalink\]](#)

Filed on 25 Jan 09

Reason: Option A and C are repeated

Status: **Resolved** 26 Jan 09,01:05 on by Rohanshenoy

Comment: The repeated options have been corrected. Thanks for the lead.

Leaves of ____ are kept in woolen clothes to preserve them and repel insects.

- a. **Neem**
- b. Aloe vera
- c. Khorpad
- d. Chaulmoogra

Explanation: Leaves of Neem(*Azadirachta indica*) in general have repel insects and parasites(hence used as **vermifuge**) due to a chemical ingredient known as **azadirachtin**.

Your time-table

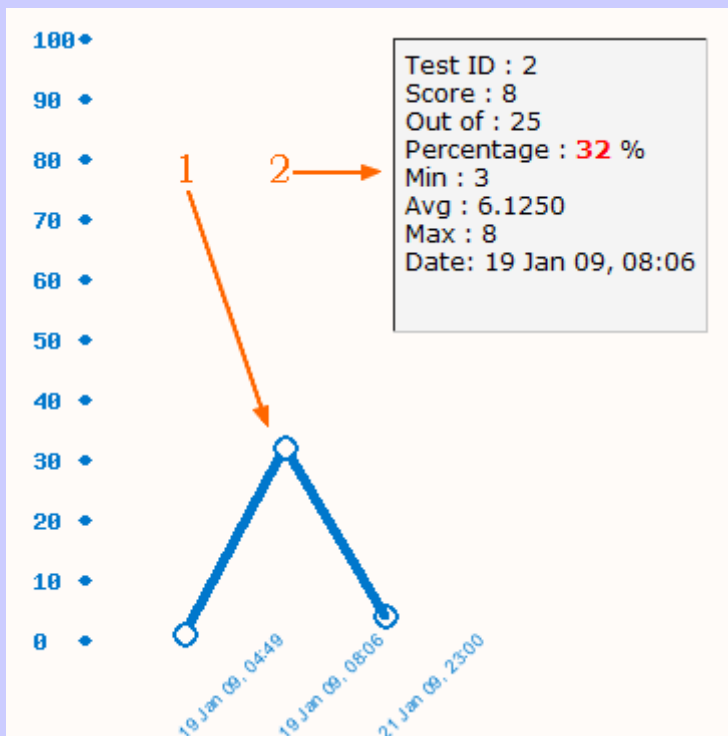
Your time-table/schedule of tests can be obtained by clicking the "*Calender icon*" in the top menu.

Some of the tests may be in green, which means that you have attempted those tests. Please remember to check your time-table regularly. New tests may be added by the administrator.

Your report card

Your report card can be obtained by clicking on the "*Bar diagram*" icon. Its is recommended that you attempt atleast 3 tests before ordering your report card.

The report card is available in a graphical format. You can adjust the dates between which the graph is plotted using the date box below the graph. Percentage is plotted on the Y-axis. On the X-axis, time of corresponding test is plotted.(There is no scale on the X-axis). Exactly above the time, you will see a "*node*". Hover your mouse over it to see more details about it, such as test ID, time, marked scored and out of, min., avg. and max. marks scored by other students. (see below fig.)



1. The so called "node".
2. The details box corresponding to the exam represented by the "node"

Printable version can be obtained by clicking on the "Printable version" link just above the graph.

Your message inbox

Caution: The internal messaging system(called as "Private Messaging") is not an emailing system. This is just a convenient mode of internal communications between administrators and students.

To see your messages, click on the "Envelope" icon in the top menu. All messages will be presented to you. The unread messages(new messages) will have their "subject"line in bold fonts. The read messages will be in normal fonts. To read the message body, click on the subject line and wait for a moment. If you wish to reply to the message, click on "Reply" icon to the right of the subject line. A reply box will popup. Type in your message and hit the "Send message" button.

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