

# Directorate of Online Studies Guru Nanak Dev University, Amritsar

(University Established by the state legislature act no. 21 of 1969)  
Accredited as "A++" grade by NAAC and awarded "University with potential for excellence" status by UGC

Date: 04/06/2025

## **Urgent Notice regarding Internal Assessment Test**

Greetings from Directorate of Online studies, GNDU, Amritsar

Directorate is planning to commence the end term semester examinations from 8<sup>th</sup> June 2025 onwards for current examination cycle (June-Aug-2025). As per university rules all the students are required to complete their internal assessment tests to become eligible for the end term examinations.

Please note that the external examination link will be enabled on the LMS portal only if students complete their internal assessment tests and score minimum 11 marks out of 30. All students are advised to download Safe Examination Browser (SEB) using the link available on the LMS portal and immediately complete both the assessment tests carrying 15 marks each. Detailed instructions along with the snapshots are attached in the notice **pages 2 to 14**.

Steps to download **Safe Examination Browser** from LMS Portal

1. Visit the Directorate of Online Studies website.
2. Log in to the LMS portal. Your dashboard will open
3. Click on Internal Assessment tab
4. Navigate to **SEB INSTRUCTIONS** tab. The link for downloading and using the Safe Examination Browser will be displayed
5. Click on link to download the Safe Examination Browser. After successfully downloading it, students can proceed to complete their internal assessment tests followed by internal/external examinations.

For any technical help please contact Ms. Shruti (7658875661) Mr. Arshdeep Singh (7347212479)

***Notice has also been uploaded on directorate website in announcement section***

(Directorate of Online Studies)

## Step I : Go to the Directorate of Online sites

The screenshot shows the website of GURU NANAK DEV UNIVERSITY, Directorate of Online Studies. The header includes a navigation menu with links: HOME, ABOUT US, ONLINE COURSES, SYLLABUS, MANDATORY DISCLOSURES, CONTACT US, LOGIN, APPLY NOW, and UNIVERSITY WEBSITE. A helpline number is displayed: +91-7347300816 / 7740063405 / 7658875661.

The main banner features the text: "Apply Now – July 2025 Batch, Admissions Are Open!". Below this, there are two columns of text. The left column lists programs: "ਸਾਡੇ ਕੋਰਸਾਂ ਦੀ ਜਾਣਕਾਰੀ" (Information about our courses), "Graduation Program" (BA, BCA, B.Com), and "Postgraduation Program" (MA (Punjabi), MA (English), MCA, M.Com). The right column lists benefits: "1. REGULAR STUDENT CAN ENROL FOR A SECOND DEGREE (ONLINE MODE)", "2. PURSUE TWO DEGREE PROGRAMS AT THE SAME TIME", and "3. NO MIGRATION CERTIFICATE REQUIRED".

On the right side of the banner, there is a woman wearing a headset, with the text: "AI PROCTORED ONLINE EXAMINATION WITH FLEXIBLE DATES", "ਦਾ ਉਠਾਓ ਫਾਇਦਾ" (Take the benefit), "ਵਿਸ਼ਵ ਭਰ ਦੇ ਪੰਜਾਬੀਆਂ ਲਈ GNDU ਤੋਂ ਕੋਰਸ ਕਰਨ ਦਾ ਮੌਕਾ" (An opportunity for Punjabis worldwide to take courses from GNDU).

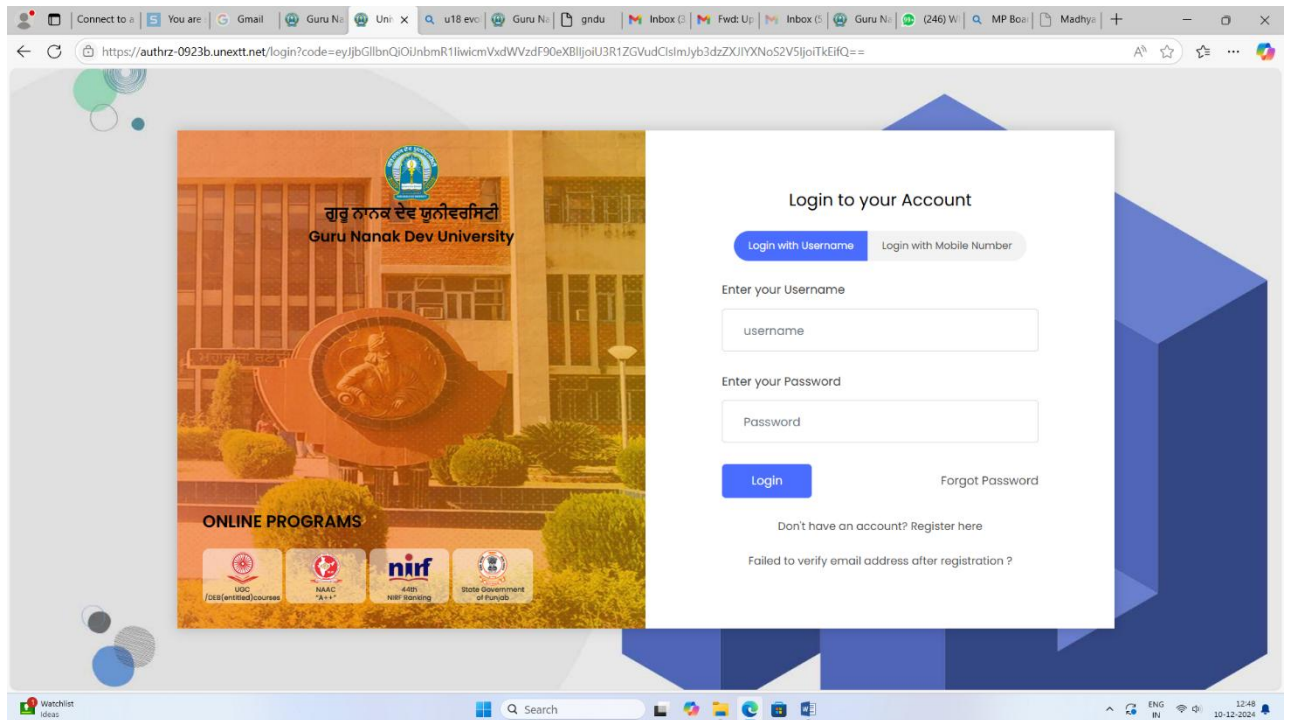
At the bottom of the banner, there is a notice: "Notice for increasing the examination slots for the online studies". Below the notice, there are links: "Request a Callback", "apply.gndu-online.in", "Whatsapp", "Enquiry Form", and "eProspectus".

The footer shows the weather: 31°C Partly sunny, and the date: 04-06-2025.

## Step I : Go to the Student Login

[illegible]

## Step II : Login on LMS portal and dashboard will be open with your user name and password



## Step III : Click on Internal assessment tab

The screenshot displays the GNDU online portal interface. The sidebar menu on the left includes the following items:

- Dashboard
- Syllabus
- LEARN
  - Courses
  - Virtual Classroom
- COLLABORATE & COMMUNICATION
  - Notification & Inbox
  - External Communities
  - Swayam
- ASSIGNMENTS, QUIZZES AND EVALUATIONS
  - Internal Assessment
  - Exam Form
  - External Exam
- REPORT CARD
  - Progress Report
  - Grades & Certificate
- FEE SCHEDULE & HISTORY
  - Online Payment

The main 'Home' section contains 12 tiles:

- Learn**: Ready to take your first step! Get to know about the courses offered. Links: Courses, Virtual Classroom.
- Collaborate & Communication**: Important Notification & Inbox. Links: Notification & Inbox, Swayam.
- Report Card**: Your Achievements. Links: Progress Report, Grade Cards & Certificates.
- Your University Enrollment**: View your enrollment details here. Links: Enrollment Detail, Current Contact Details.
- Assignments, Quizzes and Evaluations**: Organize your schedule for upcoming assessments. Links: Internal Assessment, External Exam.
- Fee Schedule & History**: Payment Processing. Link: Online Fee Payment Gateway.

A security notice at the bottom states: "Your (anjali2023) IP Address is being tracked due to security reasons, your current IP Address is 59.183.136.241". The Windows taskbar at the bottom shows the date as 09-12-2024 and the time as 23:02.

**Step IV : For downloading the on safe examination browser click on SEB INSTRUCTIONS tab and followed by link for downloading and using the safe examination browser will be displayed**

The screenshot shows a web browser window with the URL [gnduu18evolute.com/app/internal-assessment](https://gnduu18evolute.com/app/internal-assessment). The page is titled "Internal Assessment / External Exam" and includes a breadcrumb trail: "Dashboard / Internal Assessment / External Exam". A notification box states: "Examination Scheduling (As per Indian Timing). All times and dates are in IST (Indian Standard Time, GMT + 0530) . Kindly adjust accordingly for your own Time Zone." Below this, a link "EXAM INSTRUCTIONS" is provided. A section titled "Semester: 1" displays three course cards: "BUSINESS ORGANIZATION", "BUSINESS STATISTICS", and "COMPUTER FUNDAMENTALS". Each card shows "Internal Assessment - 1" and "Internal Assessment - 2" as "PENDING" and includes a link to "EXAM INSTRUCTIONS". The bottom of the page shows a Windows taskbar with the date 09-12-2024 and time 23:04.

**Internal Assessment / External Exam**  
Dashboard / Internal Assessment / External Exam

Examination Scheduling (As per Indian Timing). All times and dates are in IST (Indian Standard Time, GMT + 0530) . Kindly adjust accordingly for your own Time Zone. [EXAM INSTRUCTIONS](#)

To take an assessment, click the following link to review the instructions for Safe Exam Browser on Windows or macOS: [SEB INSTRUCTIONS](#)

**Semester: 1**

| Course                | Assessment Status | Instructions  |
|-----------------------|-------------------|---|
| BUSINESS ORGANIZATION | PENDING           | <b>Internal Assessment - 1</b><br>Please log in through Safe Exam Browser to start your assessment.<br><b>Internal Assessment - 2</b><br>Please log in through Safe Exam Browser to start your assessment.<br>External Examination   Score: (-) |
| BUSINESS STATISTICS   | PENDING           | <b>Internal Assessment - 1</b><br>Please log in through Safe Exam Browser to start your assessment.<br><b>Internal Assessment - 2</b><br>Please log in through Safe Exam Browser to start your assessment.<br>External Examination   Score: (-) |
| COMPUTER FUNDAMENTALS | PENDING           | <b>Internal Assessment - 1</b><br>Please log in through Safe Exam Browser to start your assessment.<br><b>Internal Assessment - 2</b><br>Please log in through Safe Exam Browser to start your assessment.<br>External Examination   Score: (-) |

Your (anjali2023) IP Address is being tracked due to security reasons, your current IP Address is 59.183.136.241

## Step V : after successful downloading the safe examination browser students can give the internal assessment test followed by internal/external examination

The screenshot displays the 'Instructions & How To' page on the Guru Nanak Dev University portal. The page is divided into two main columns for Windows and MacOS instructions. The left sidebar contains navigation links for Dashboard, Syllabus, Courses, Virtual Classroom, and various assessment tools. The main content area provides a step-by-step guide for downloading the Safe Exam Browser and configuration files, followed by instructions on how to use them for internal assessments. A security notice at the bottom indicates that the user's IP address is being tracked.

**Guru Nanak Dev University**

Dashboard / Instructions & How To

**To take any Internal Assessment and External Exam, follow the below-mentioned steps -**

**For Windows Steps to take the Internal Assessment with Safe Exam Browser**

Step 1 - Download and Install the safe exam browser using the link given below - [Download Safe Exam Browser](#)

Step 2 - Download the configuration file using the link given below - [Download Configuration File](#)

Step 3 - Now double click on the downloaded Configuration file and login into the student portal to take Internal Assessment and if it asks for a password, please use 123456.

Step 4 - After finishing the Internal Assessment, you may safely close the exam browser. To do so, click on the power icon located on the right side of the screen, and use the password "123456" (if asked).

Note:-

- 1) Kindly don't close the browser unless you are done with your Internal Assessment.
- 2) It is recommended to save downloaded files to your Desktop for easy access.
- 3) In case of any disconnection during the internal assessment due to any technical issue (such as internet disruption or power outage) at your end, click on the downloaded "Configuration file" to login back to your account. Note that during this process, the timer for the test in the backend will continue running.

**For MacOS Steps to take the Internal Assessment with Safe Exam Browser**

Step 1 - Download and Install the safe exam browser using the link given below - [Download Safe Exam Browser](#)

Step 2 - Download the configuration file using the link given below - [Download Configuration File](#)

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Your (anjali2023) IP Address is being tracked due to security reasons, your current IP Address is 59.183.136.241

Air: Very poor

2300 09-12-2024



# Step V : Download Safe Exam Browser (SEB)

**Guru Nanak Dev University**

Dashboard

Syllabus

LEARN

Courses

Virtual Classroom

COLLABORATE & COMMUNICATION

Notification & Inbox

External Communities

Swayam

ASSIGNMENTS, QUIZZES AND EVALUATIONS

Internal Assessment

Exam Form

External Exam

REPORT CARD

Progress Report

Grades & Certificate

FEE SCHEDULE & HISTORY

Online Payment

UNIVERSITY ENROLLMENT

Enrollment Details

Contact Details

## Instructions & How To

Dashboard / Instructions & How To

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Recent download history

SEB\_3.6.0.633\_SetupBundle.exe  
1.179/264 MB • 26 seconds left

Full download history

Your (Rohit2) IP Address is being tracked due to security reasons, your current IP Address is 2401:4900:80afd704:8905:6af8:33df:2aff

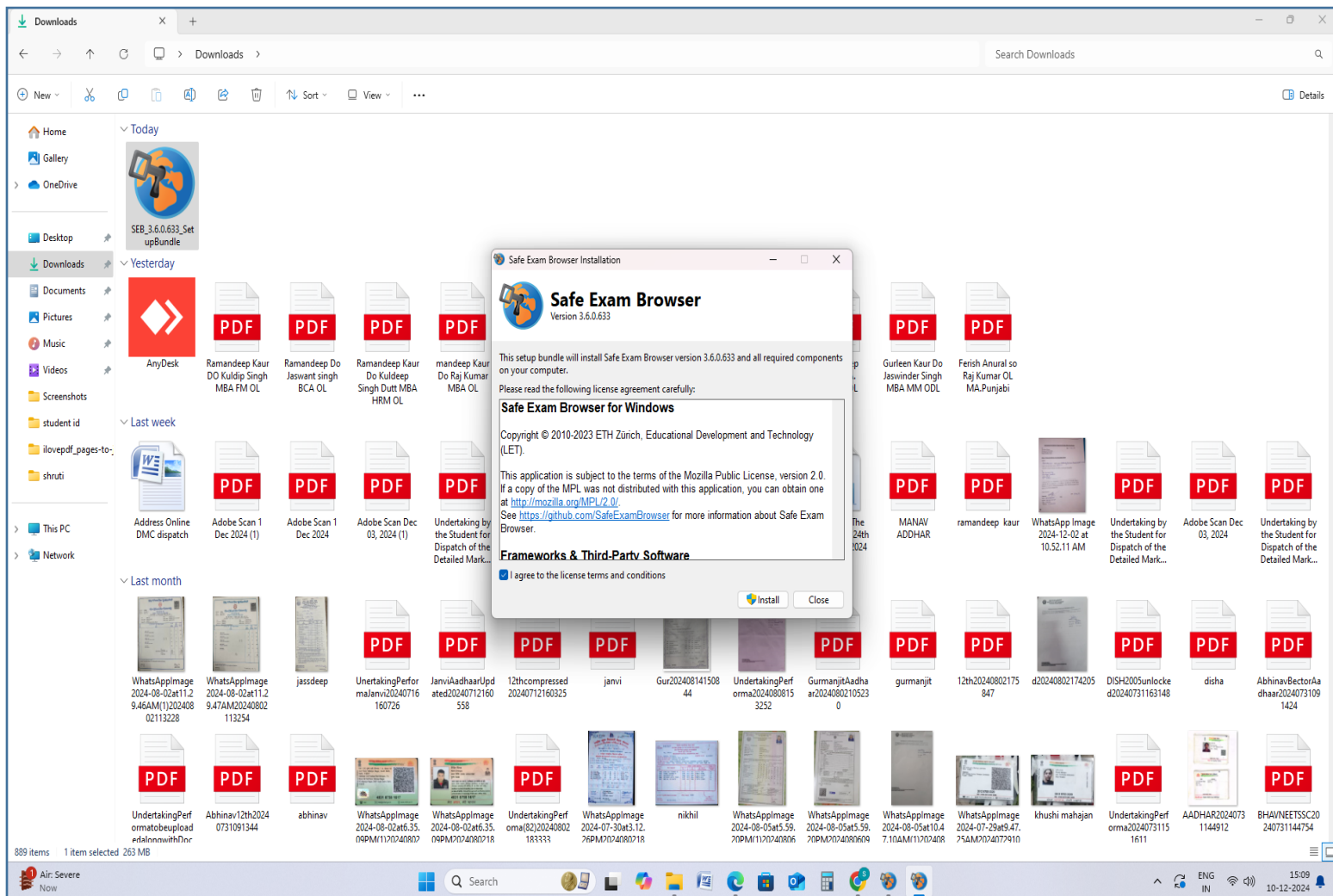
SA - PAK  
In 7 hours

Search

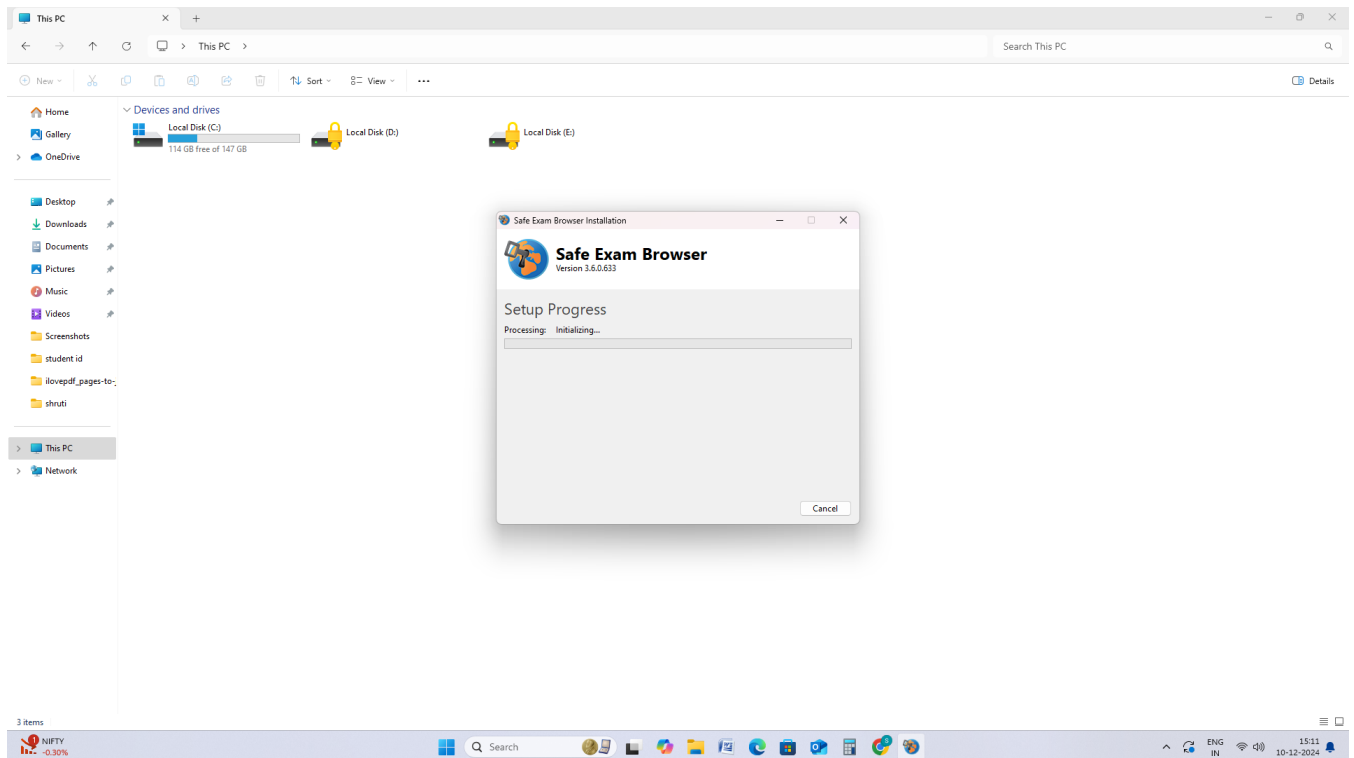
ENG IN 15:07 10-12-2024



## Step VI : Install Safe Exam Browser (SEB)



## Step VII :This is the Snapshot of the Installing Process of safe Exam Browser (SEB)



# Step VIII : After Installing Safe Exam Browser (SEB) Download Configuration File ( [SebclientSettings-gndu.seb](#) )

The screenshot displays the GNDU student portal interface. The top navigation bar includes the university logo and name, a search bar, and a user profile icon. The left sidebar lists various menu items: Dashboard, Syllabus, Learn (Courses, Virtual Classroom), Collaborate & Communication (Notification & Inbox, External Communities, Swayam), Assignments, Quizzes and Evaluations (Internal Assessment, Exam Form, External Exam), Report Card (Progress Report), Grades & Certificate, Fee Schedule & History (Online Payment), University Enrollment (Enrollment Details, Contact Details), and a footer section with weather and system information.

The main content area is titled "Instructions & How To" and contains two columns of instructions for downloading the SEB configuration file. The left column is for Windows and the right column is for MacOS. Both columns provide step-by-step instructions for downloading the Safe Exam Browser and the configuration file, and then logging into the student portal to take an internal assessment.

**Instructions & How To**  
Dashboard / Instructions & How To

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Your (Rohit2) IP Address is being tracked due to security reasons, your current IP Address is 2401:4900:80af:d704:8905:8af8:33df:2aff

# Step IX : After Downloading Configuration File Double Click on Configuration ( [SebClientSettings-gndu.seb](#)) File to open Safe Exam Browser (SEB)

**Instructions & How To**  
Dashboard / Instructions & How To

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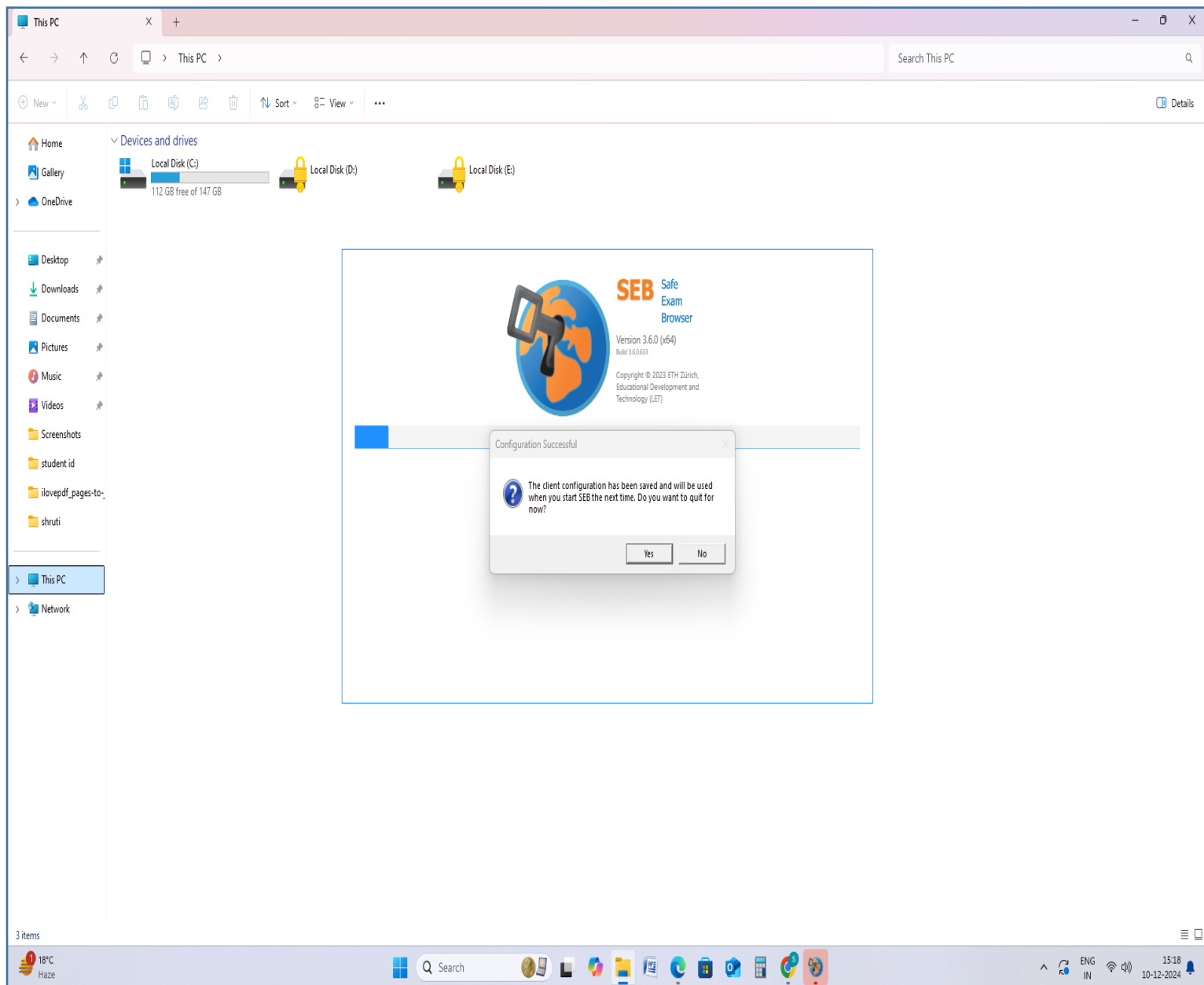
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**Step X : After Double Click on the Configuration File Safe Exam Browser (SEB) Will Open. In notification bar student need to opt for **No** option.**

**Followed by safe Exam Browser will open.**



**Step XI: Student need to open the LMS on this Safe Exam Browser & After login will Give the internal Assessment as well as External Examination**

