



STUDENTS' GUIDELINES FOR E-EXAMINATION

1. Click on **e-exam** menu from your e-portal or type **www.tees.tech-u.edu.ng** directly in your browser.
2. Enter your username and password as supplied by the lecturer for the course
3. Then Click on login Check the details displayed and confirm that the Biodata Information your own. Thereafter click the checkbox and then on submit to register your attendance at the examination.
4. If you have a slow network, kindly wait for your questions to be displayed. Your time will only start to count upon the display of the first question.
5. **For Multiple Choice Questions**, click on Next to move to the next question and back to move to previous questions. Click on Review to check the questions answered and the unanswered questions. You can click on any of the numbers to review the answers or questions.
6. **For fill-in-the gap questions**, type the answer and remember to save the answer before you move to the next question
7. **For the theory questions**, if you are to upload a set of documents for a question, kindly download a scanning App (**e.g. Document Scanner- PDF Creator, CS Scanner, etc.**) from your play store, scan/snap the images, select them and save them as pdf to combine the images into a single document, then upload the pdf document.
8. Click on **next** to move to another question or **back** for previous questions.
9. Click on **Review** to review all questions across all sections/papers before you submit.
10. Click **Submit Button** to end the Examination.

All the Best in your Examination!