



Candidate User Guide

TalentNext

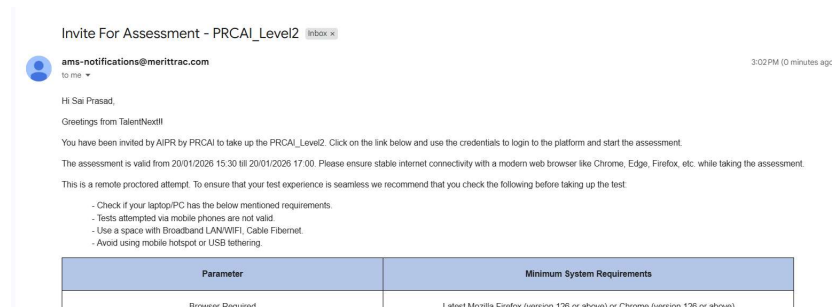
This document will guide the candidate/user who attempts the assessment on the TalentNext platform, which is enabled with remote proctoring.

How to take the test

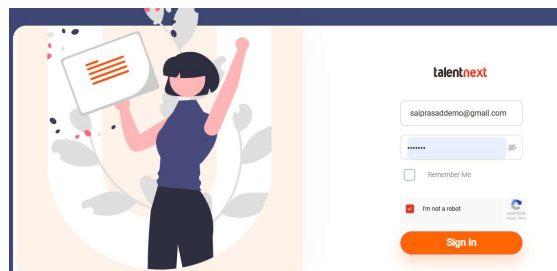
1. Open your email inbox and check the email notification received from ams-notifications@merittrac.com. You might be having an email similar to what is shown below



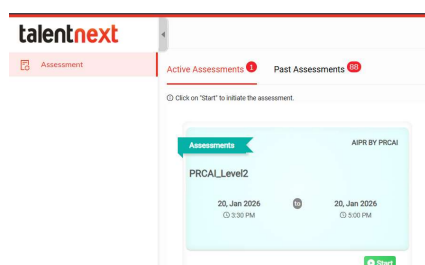
2. The email contains information on the portal/Exam link, user login credentials and other details like assessment name, start and end time of the assessment. It also contain min system requirements to attempt this assessment.



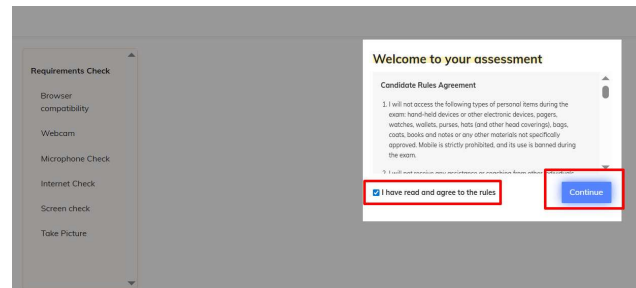
3. Click on the candidate Portal/Exam URL, which opens the link in a new tab. Enter the username and password from the mail and tick the checkbox “I’m not a robot” and click on Sign In button.



4. Once the link opens, check the assessment card/details under **active assessments**. This shows the information about your **assessment name, the schedule of the test, along with start and decline buttons. Click start to begin.**

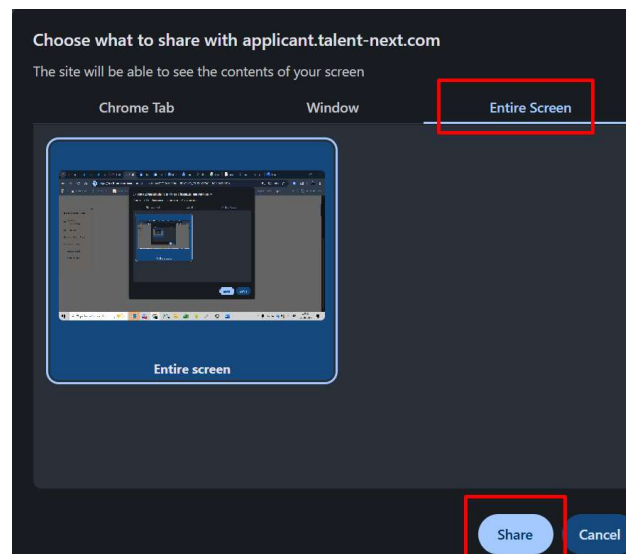
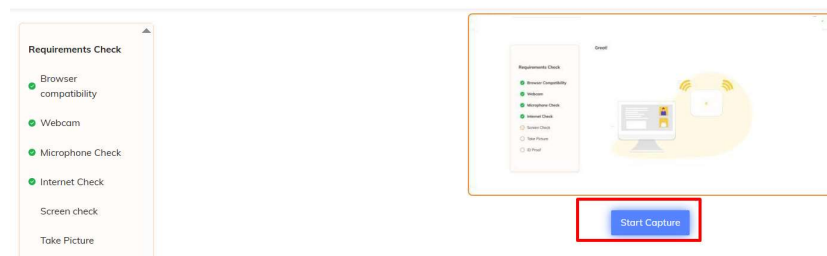


5. Once you click on the START button, the assessment will load the AI-remote proctoring enabling process
Read the rules, tick the I Agree checkbox, then click on the continue button



Auto Equipment Check, Please click on the Allow button whenever it asks.
Do not interrupt the process in between.

6. After 'Internet Check', select your **Entire screen**, then the **share option** will highlight.




7. Capture your Profile Picture (Ensure that your room is well-lit. Do not cover your face. Do not use goggles or earphones).

Make sure your face is towards the light and has a clear background; avoid bright backgrounds.

Requirements Check

- Browser compatibility
- Webcam
- Microphone Check
- Internet Check
- Screen check
- Take Picture
- ID Proof

Please take a close-up picture of your face by clicking "Take picture"



Re-Take
Next

8. Read the Instructions carefully, scroll to the bottom, tick "I agree to the terms and conditions" and click on button start the assessment

CURRENT DATE AND TIME 21 Jan, 2026 04:41:47 PM

60
 Minutes to take this test

8
 Sections

60
 Questions to be solved

1
 Attempt

GENERAL INSTRUCTIONS:

- Total Questions in the test are 60.
- Total Test Duration is 60 Minutes.
- There are 8 Sections in this Test and the breakup of sections is mentioned below.

Sl. No.	Section Name	No. of Questions
1	General Awareness	Q1 to Q6
2	Language Skills	Q7 to Q13
3	Media Awareness	Q14 to Q21
4	Digital Understanding	Q22 to Q28

NAVIGATIONAL INSTRUCTIONS:

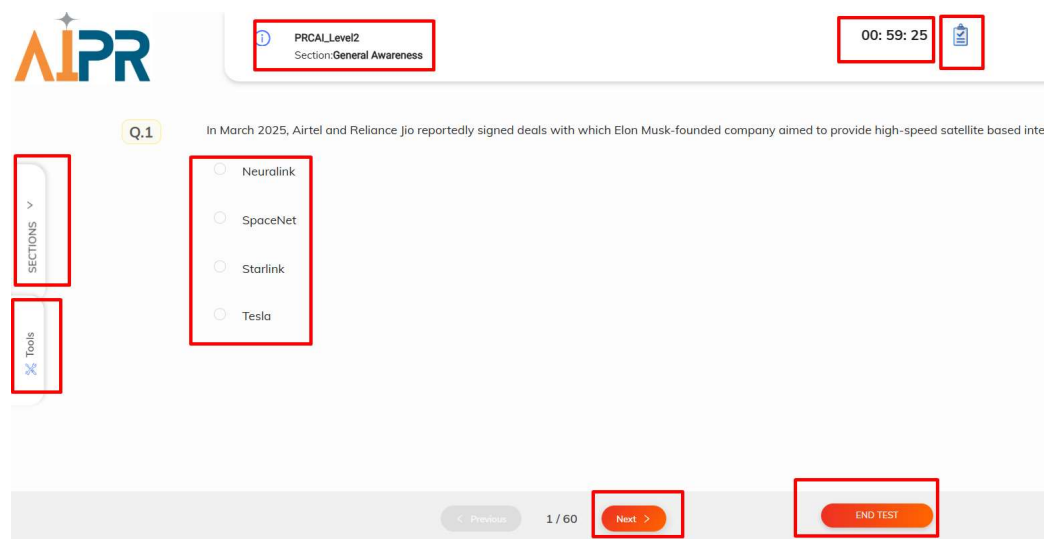
- Select the correct answer for each question. Then click ">" button to move to the Next Question.
- Click on "<" button to move back to the Previous Question.
- You can change your response for any question before submitting the test by marking the new response (Radio Button).
- After completion of your test, click "End Test" button to submit the test.
- Your "Test Summary" will be displayed once you click on "End Test".
- Keep an eye on the "Timer", visible on the top right-hand corner of the Exam Window.
- Click "Start Assessment" button below, to start the test.

☐
I agree to the [terms and conditions](#)

Start Assessment

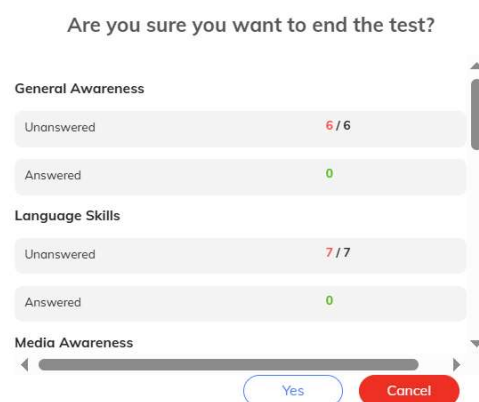
9. This loads the test. Pointers 1-9 show the options to choose, forward and back buttons, timer for test and see all questions options. The candidate can answer the questions accordingly.

1. Question and answer options
2. Forward and backward question button
3. Timer
4. See all questions
5. Assessment name and current section name
6. Individual section selection menu
7. Font size changer & calculator
8. All question numbers display
9. End test button



1.

10. Once you click on the end test button, you ll get a summary window to check all the answered and unanswered questions. If you are sure about ending the test, go ahead and click on Yes.



Are you sure you want to end the test?

Section	Unanswered	Answered
General Awareness	6 / 6	0
Language Skills	7 / 7	0
Media Awareness		

Yes Cancel

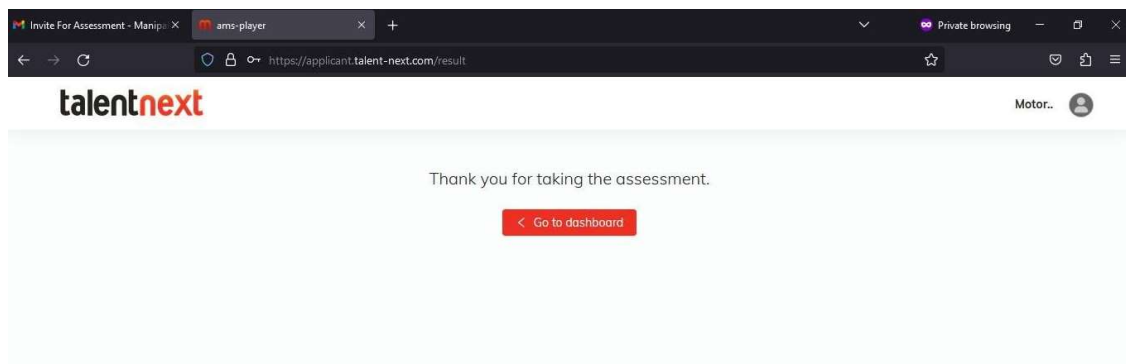
11. This would prompt the confirm button to end the test. You can click on confirm to end the test. Do note that by clicking on this button test will end formally and cannot be revived.

Confirm End Test

You have chosen to "End test". Please press on "Confirm" to end the test or "Cancel" to resume



12. Now the test would be ended, and a thank you message would appear. Click on Go to dashboard and log out of the portal.



13. Click on logout.

