

UNIVERSITA' POLITECNICA DELLE MARCHE

Facoltà di Economia "Giorgio Fuà"

Preliminary test – A.A. 2023-2024

Instructions

1 TAKING THE TEST

The self-assessment test is online. All the necessary information is available at

<https://www.econ.univpm.it/deb-ofa>.

The candidates are divided into rounds of 35 participants.

They are recommended to connect punctually at the indicated time.

2 REQUIREMENTS

1. Preparation of workstation.

The candidate must have:

- a. Notebook, computer, desktop or tablet
- b. Webcam and microphone correctly installed and properly working
- c. Internet connection
- d. The "Zoom" application installed
- e. Web browser

Indications:

- a. There are no specific operating system requirements for the test. You can use MS Windows, Apple or Linux systems.
- b. The device used (notebook, desktop or tablet) must be connected to a webcam. Webcam and microphone must remain on during all the test.
- c. The best of connections available must be used to enter the "virtual classroom". The use of ADSL or FIBER connections should be preferred to connections via smartphone (hotspot) in case of non-optimal mobile signal coverage.
- d. The Zoom application is free and can be installed automatically when accessing the virtual classroom on the day of the test. However, it is strongly advisable to download Zoom, install it, and verify its proper functioning beforehand. The direct link to download the Zoom application is

<https://zoom.us/DOWNLOAD>. To install the application, just click on the DOWNLOAD button and run the program installation after that the download is complete.

e. To take the quiz, you need to connect to a web page.

All "current" browsers are supported. However, the use of Mozilla Firefox or Google Chrome (in the latest versions) is recommended.

Both browsers are freely downloadable from the web.

It is also possible to use a tablet or a device (e.g. smartphone) capable of displaying the website with a resolution that is deemed adequate for carrying out the test.

2. Verify your login credentials and the upload of your ID

The e-mail that you will receive indicates:

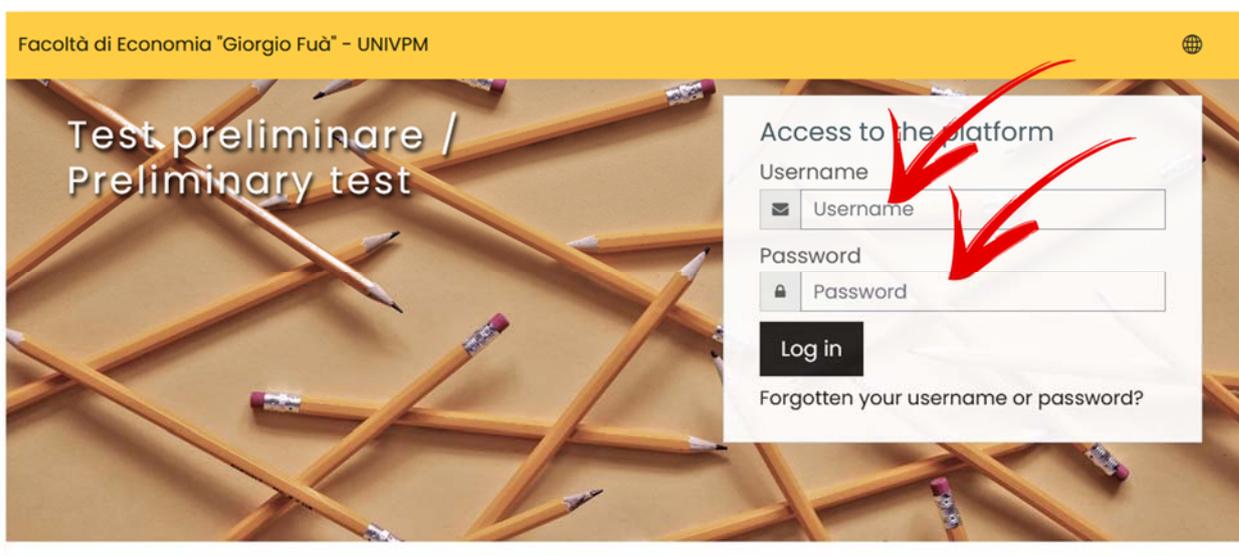
- The test platform web address.
- The login credentials (username and password).

The student must verify all the data within **the day before the start of the test** by connecting to the site and logging in. In case of a login error, please send an email to deb.contact@univpm.it.

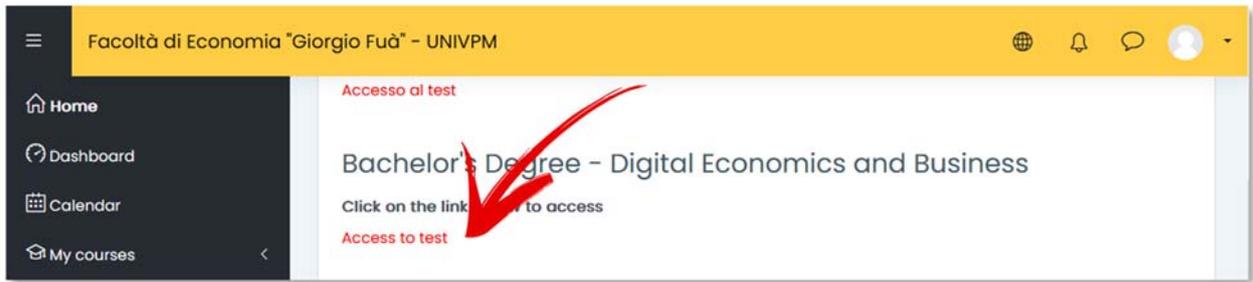
The staff will provide you support by sending, if necessary, new access credentials.

Please follow these instructions to verify your credentials and upload your ID:

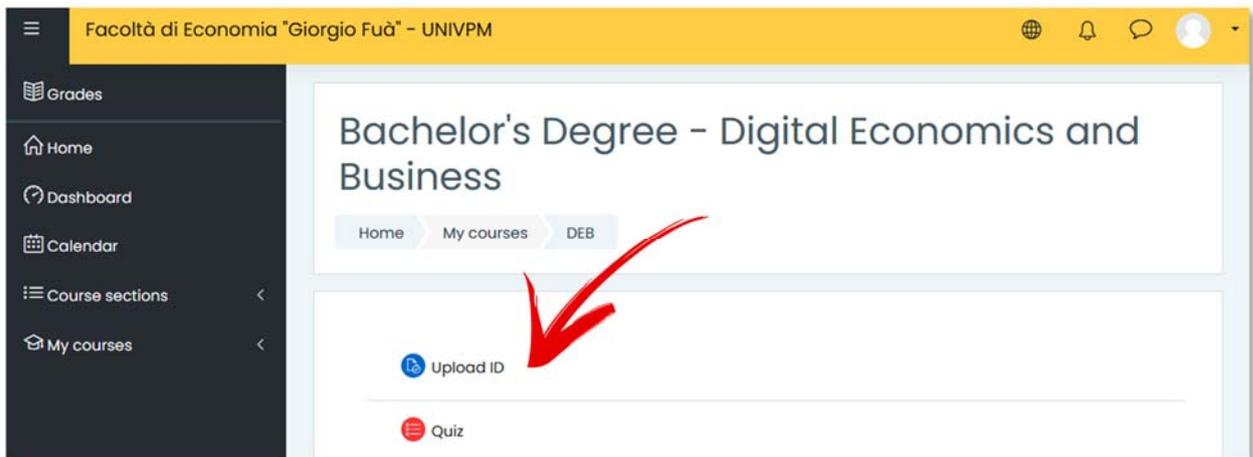
- Go to <https://quizofa.econ.univpm.it>.
- Enter your credentials (username and password) indicated in the e-mail.



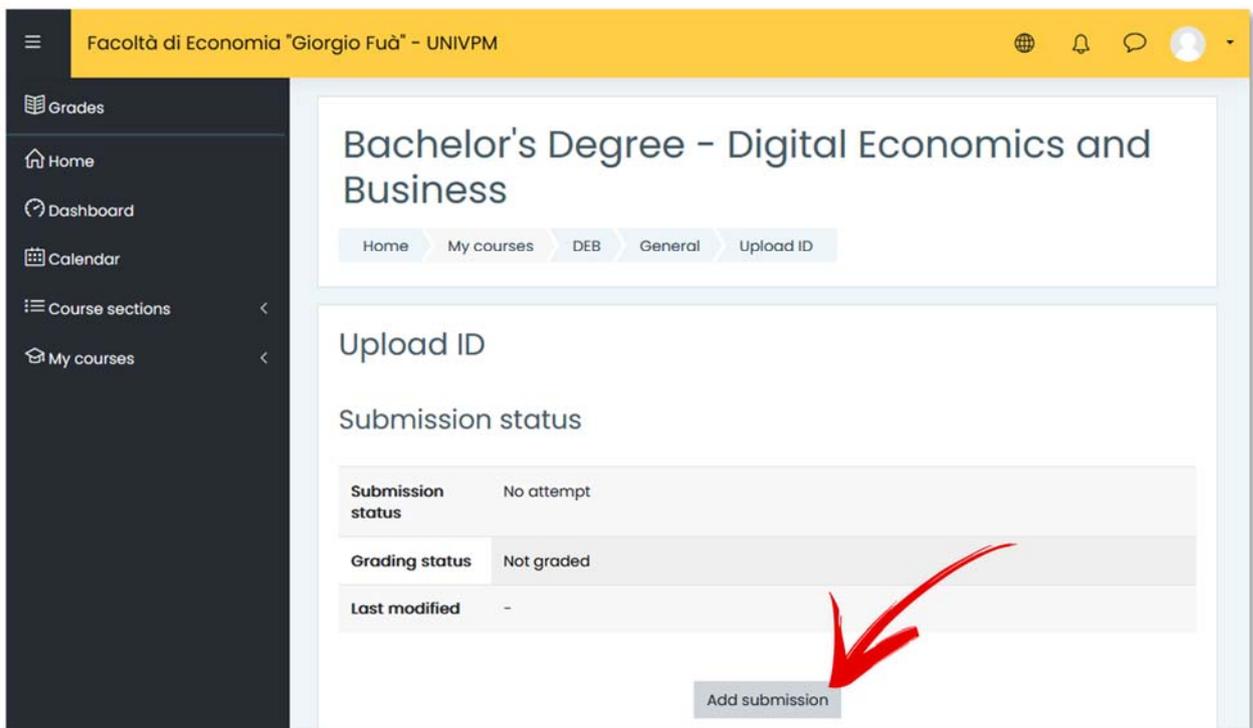
- After logging in, click on the **ACCESS TO TEST** in the **"BACHELOR'S DEGREE – DIGITAL ECONOMICS AND BUSINESS"** section.



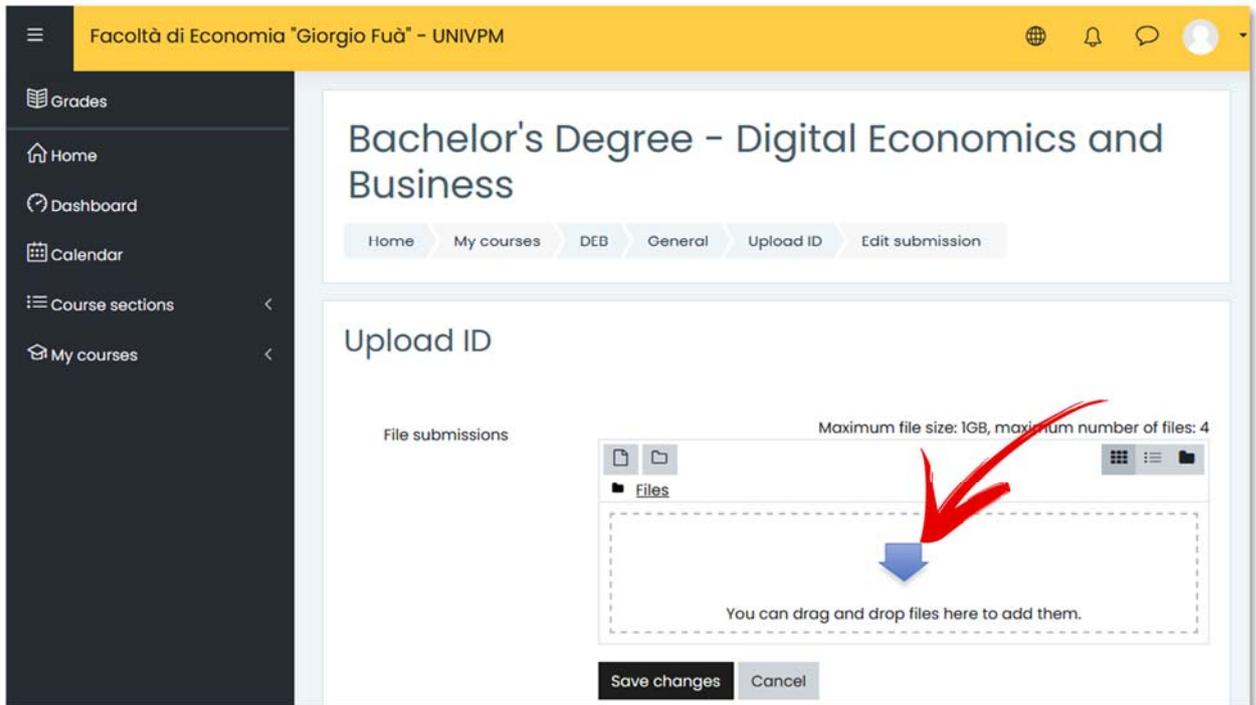
d. Click on **UPLOAD ID**.



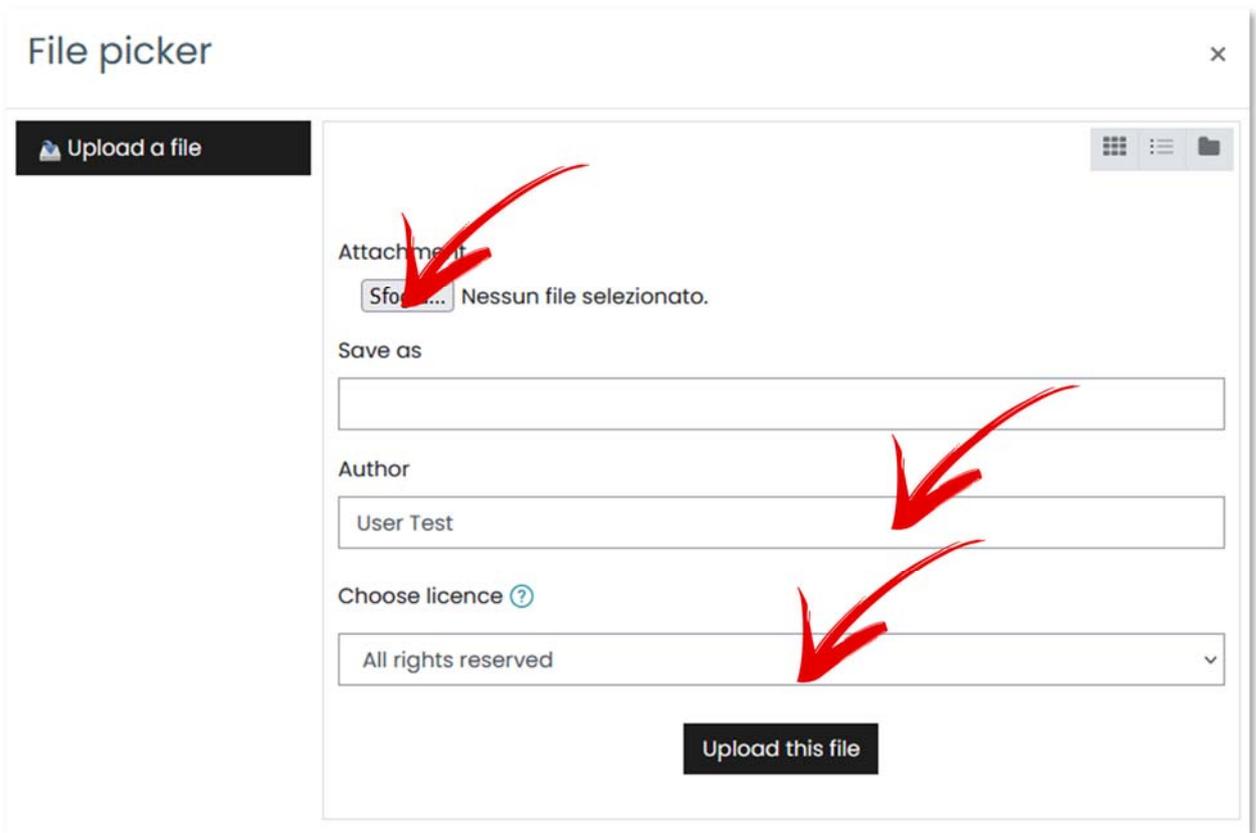
e. Click on **ADD SUBMISSION**.



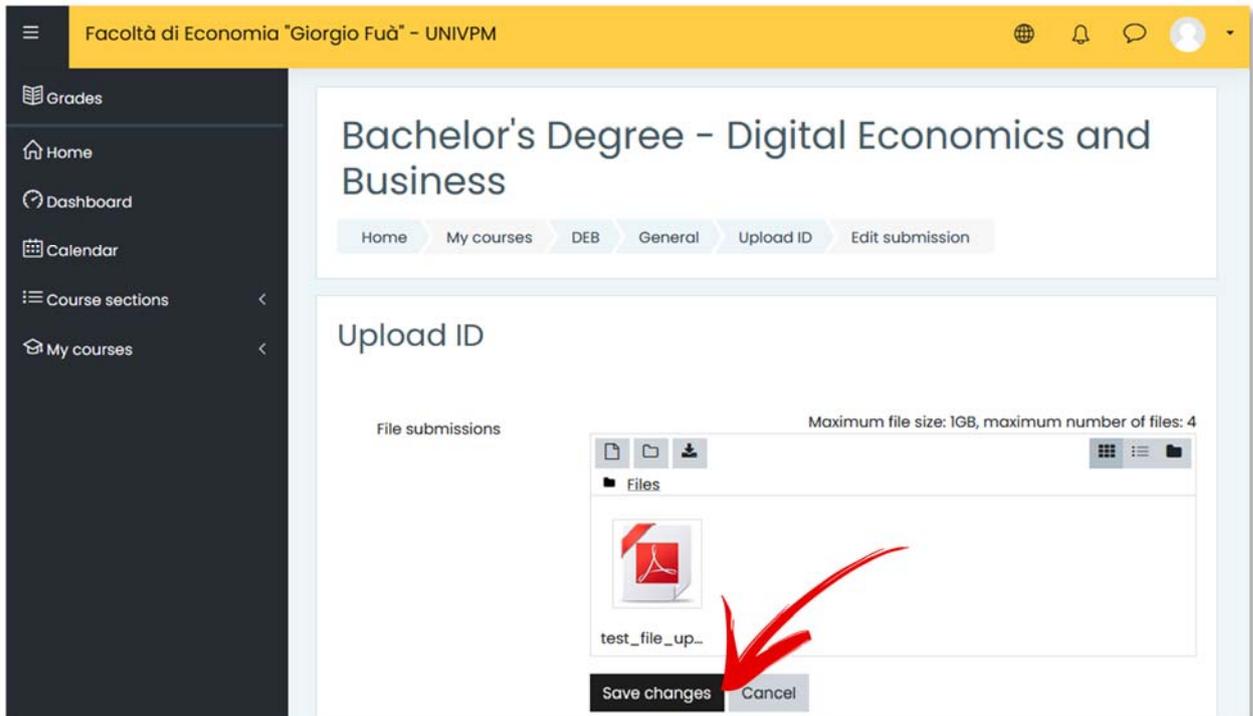
f. Upload the file with **your ID** and your **Fiscal Code** clicking on the **BLUE ARROW** in the box **SUBMIT**.



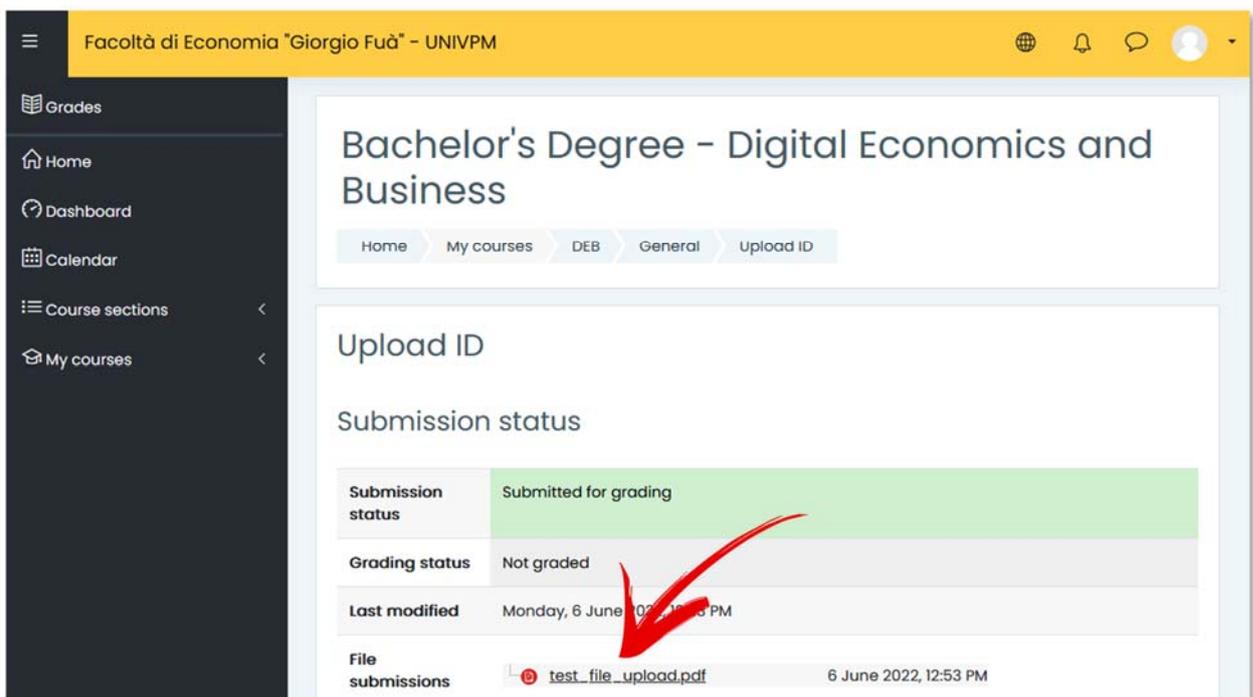
g. Click on **FILE UPLOAD**, select the file to upload and click on **UPLOAD THIS FILE**.



h. Confirm by clicking on **SAVE CHANGES**.



i. Check the uploaded file.



ATTENTION:

It is necessary to upload the document before starting the test.

The uploaded file(s) must contain the image of a valid identity document (front and back) and the format should possibly be PDF, PNG or JPG.

The fiscal code must also be present in the document. If you upload your driving license or passport you also have to include the image of your fiscal code card.

You can upload a maximum of **4 files**.

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TEST CONTENTS

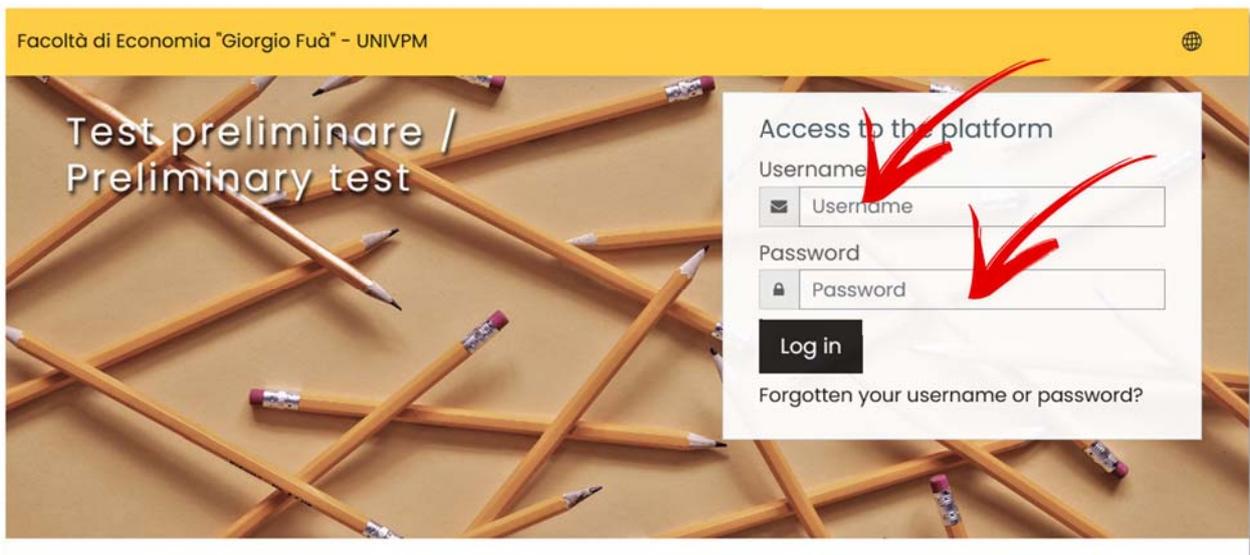
The test is a quiz organized as follows:

- duration of **30 minutes**;
- **20 questions**;
- all questions have alternative answers - **4 answers** for each question;
- each question can have **only one selectable answer**;
- all questions **always have a valid answer**;
- the topics of the questions are:
 - MATHEMATICS
 - LOGIC
- A correct answer is always worth **1 point**;
- A wrong answer is worth **0 points** - **there is no penalty for wrong answers**;
- An unanswered question is worth **0 points**;
- To pass the test it is necessary to score **8 points**, obtaining at least **1 point for each topic**. It is necessary to correctly answer at least **one of MATHEMATICS and one of LOGIC and at least 8 correct answers**.

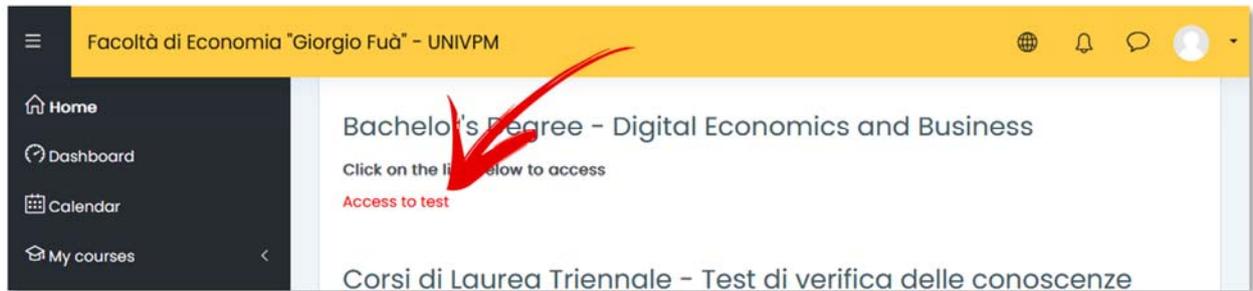
4

TAKING THE TEST

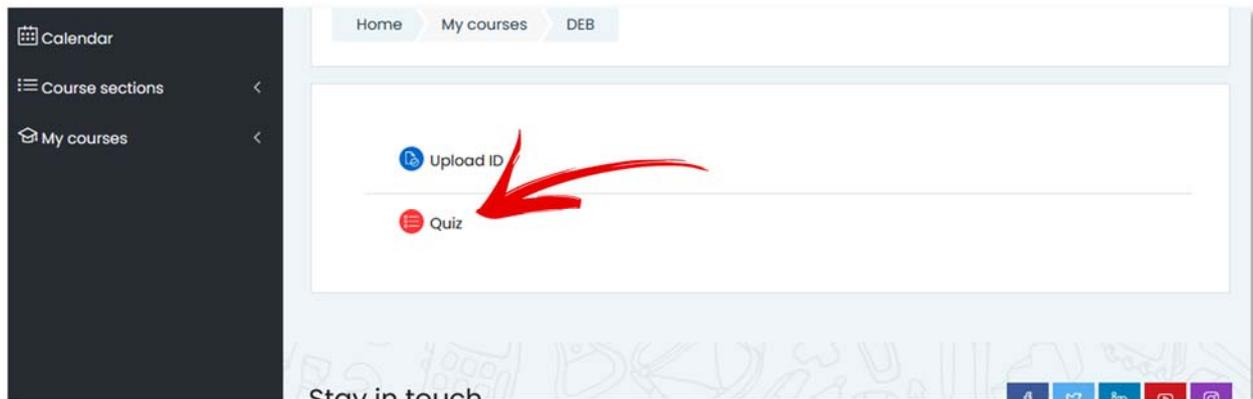
- a. **Connect to the zoom room indicated in the email.**
- b. Go to <https://quizofa.econ.univpm.it>.
- c. Insert your login credentials (username and password).



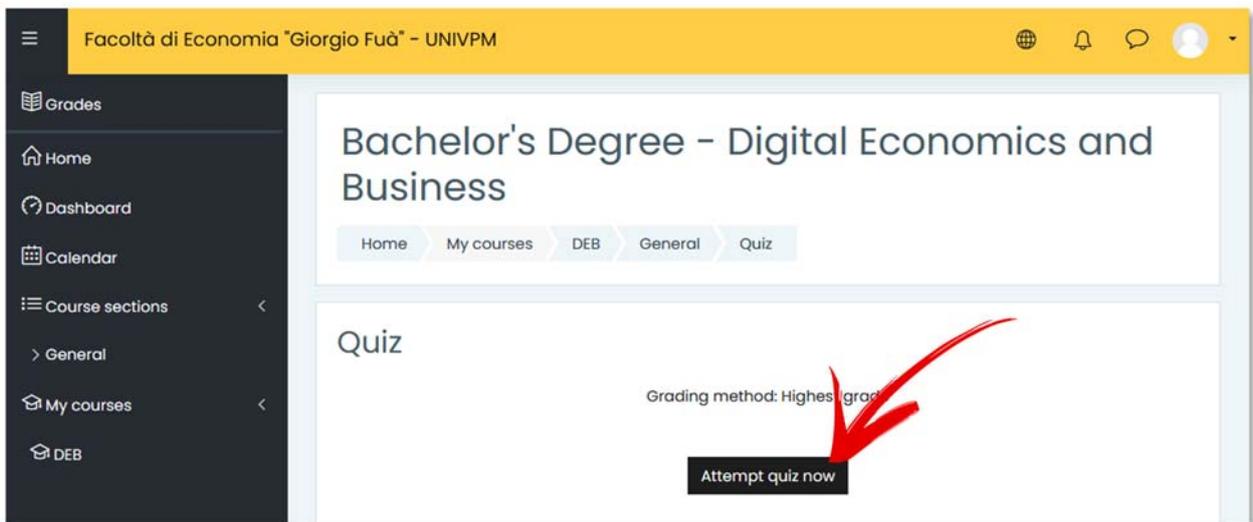
- d. Click to **ACCESS TO TEST** on **BACHELOR'S DEGREE – DIGITAL ECONOMICS AND BUSINESS** section.



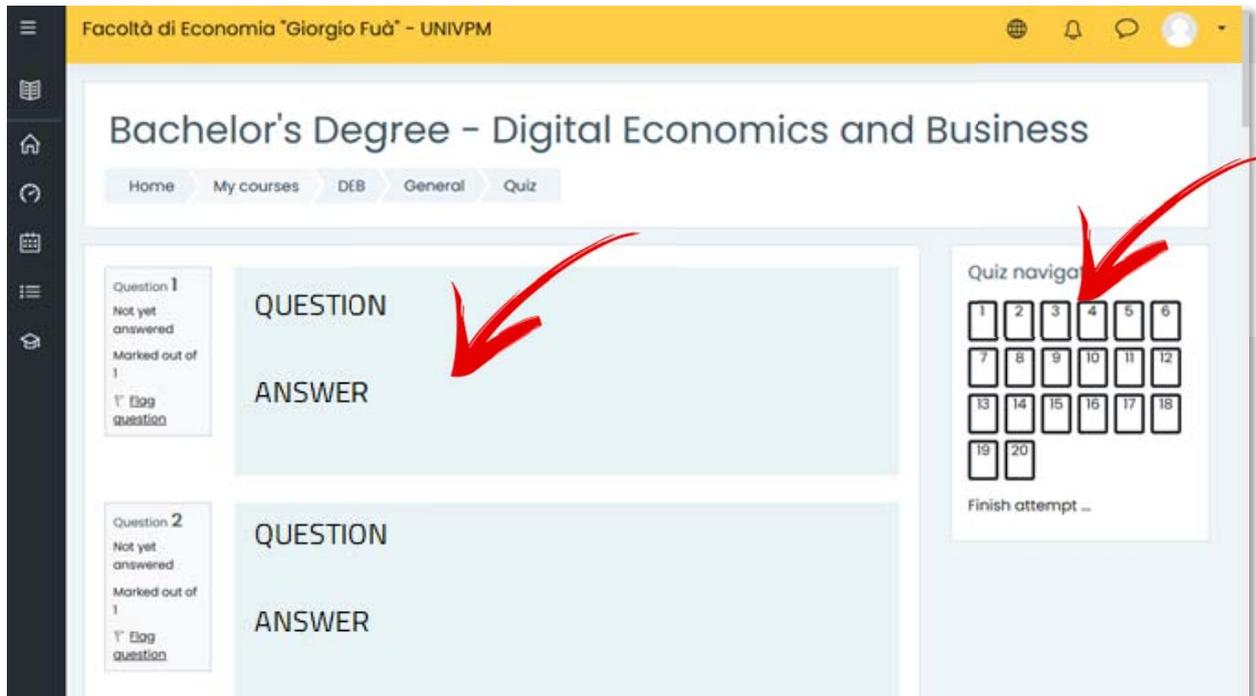
e. Click on **QUIZ**.



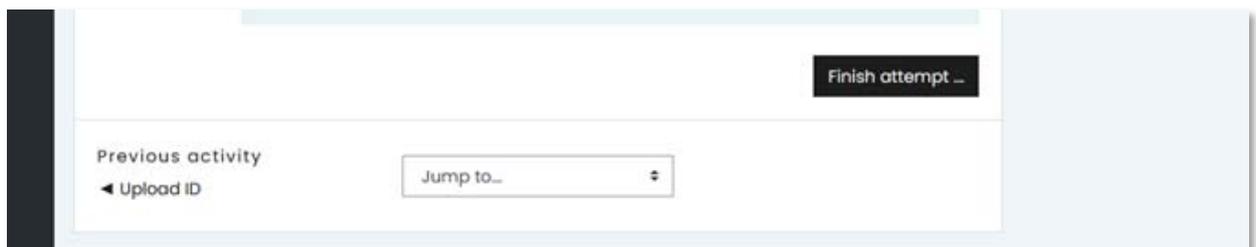
f. Click on **ATTEMPT QUIZ NOW** to start the test.



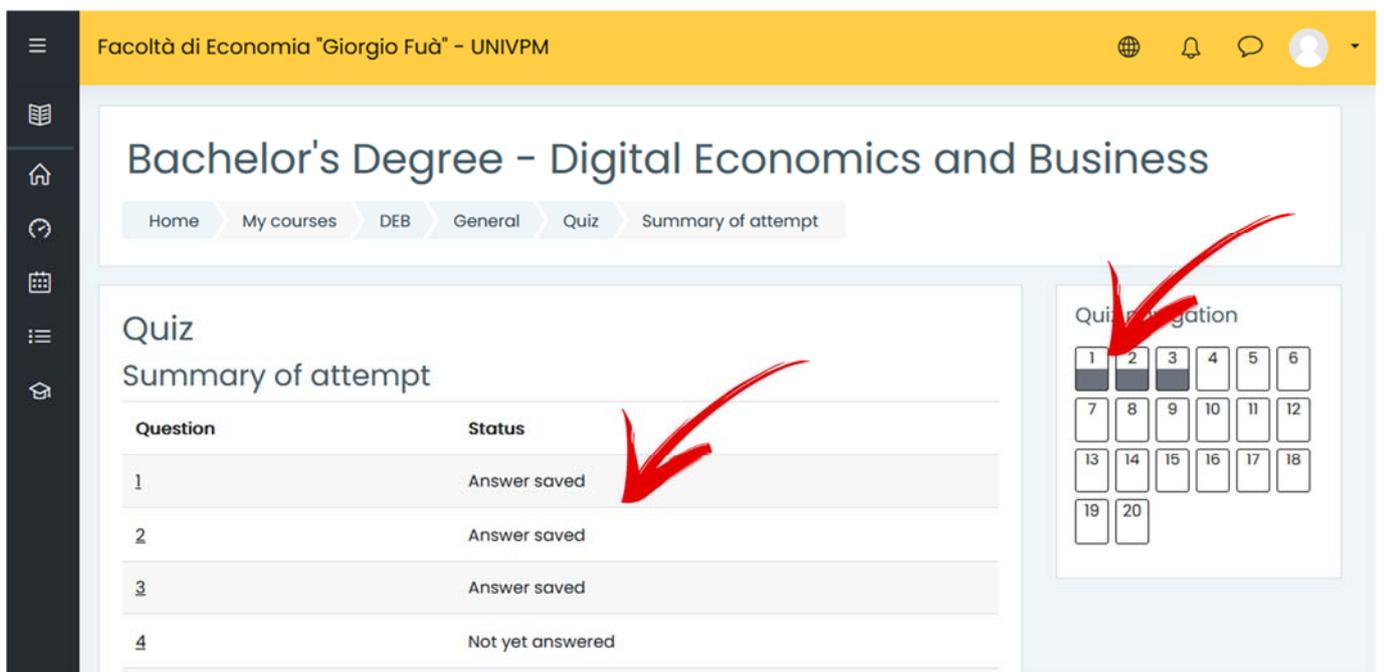
h. All the questions appear on one page, there is no specific order you have to follow to answer and your answers are amendable.



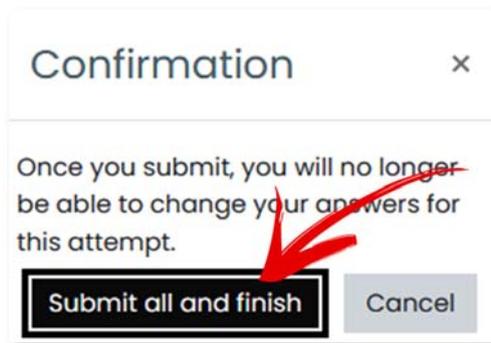
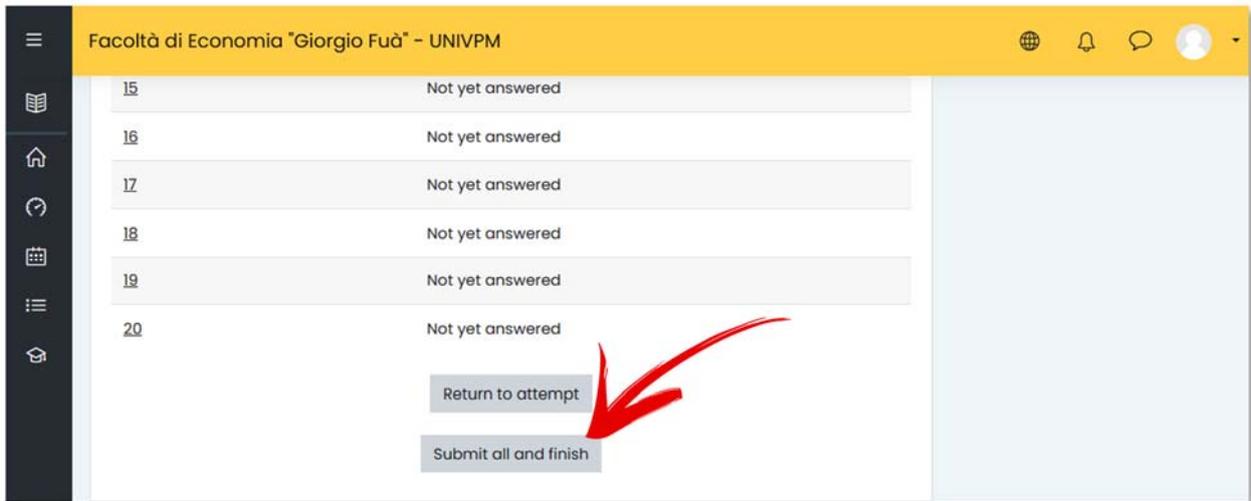
i. Once completed the test, you can confirm your answers by clicking on **FINISH ATTEMPT**.



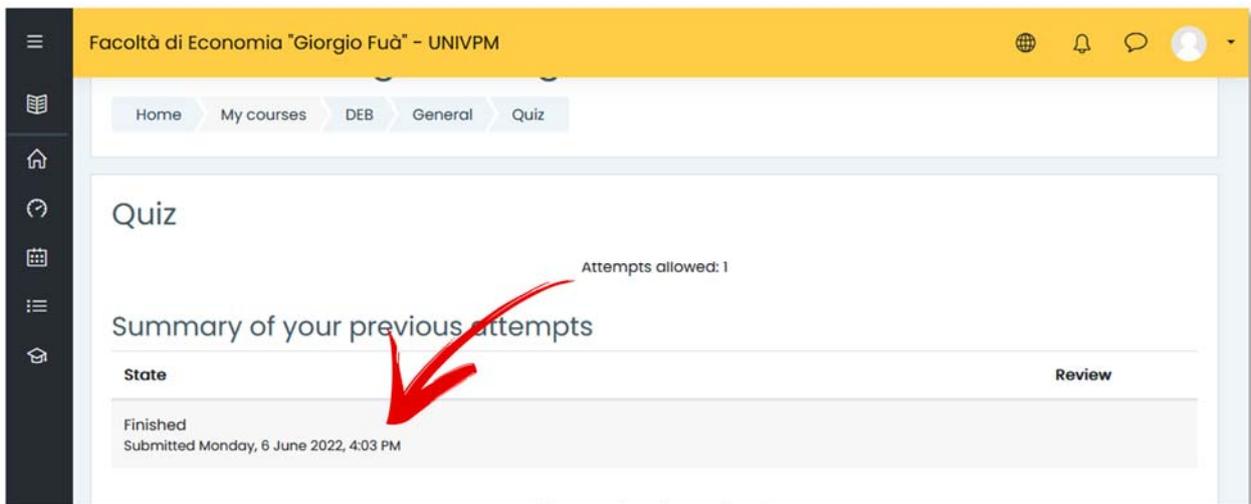
j. The system recaps your test and indicates which questions still have no answer.



k. To confirm the registration of your test, please click on **SUBMIT ALL AND FINISH**.



I. You will view this page.



Click on **BACK TO COURSE** and **LOGOUT**.

5 RESULTS

The list of students who passed the test will be available at <https://www.econ.univpm.it/deb-ofa>.

Students who failed the test can repeat it in the following sessions.

Dates and enrolment form are available at <https://www.econ.univpm.it/deb-ofa>.

6 INFORMATION AND TECHNICAL SUPPORT

- Please visit <https://www.econ.univpm.it/deb-ofa> to find info on the test
- For any questions please contact deb.contact@univpm.it
- For any inconvenience during the test please contact +39 071 2207100



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Ancona

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