



REGENT
BUSINESS SCHOOL

HONORIS UNITED UNIVERSITIES

GUIDELINE ON HOW TO ACCESS REGENT ONLINE MOCK EXAMINATION



HONORIS
UNITED UNIVERSITIES

Step 1: Type in the following url: <https://regentonline.ac.za> in your browser

regentonline.ac.za/login/index.php

Step 2: Enter in your student number and password

Your password format : Rbsddmmyyyy,
where ddmmyyyy is your date of birth
(for example Rbs28101997).

Once you have typed in your student number and password,
click on Log in.

REGENT BUSINESS SCHOOL
HONORIS UNITED UNIVERSITIES
DISRUPT. RETHINK. INNOVATE.

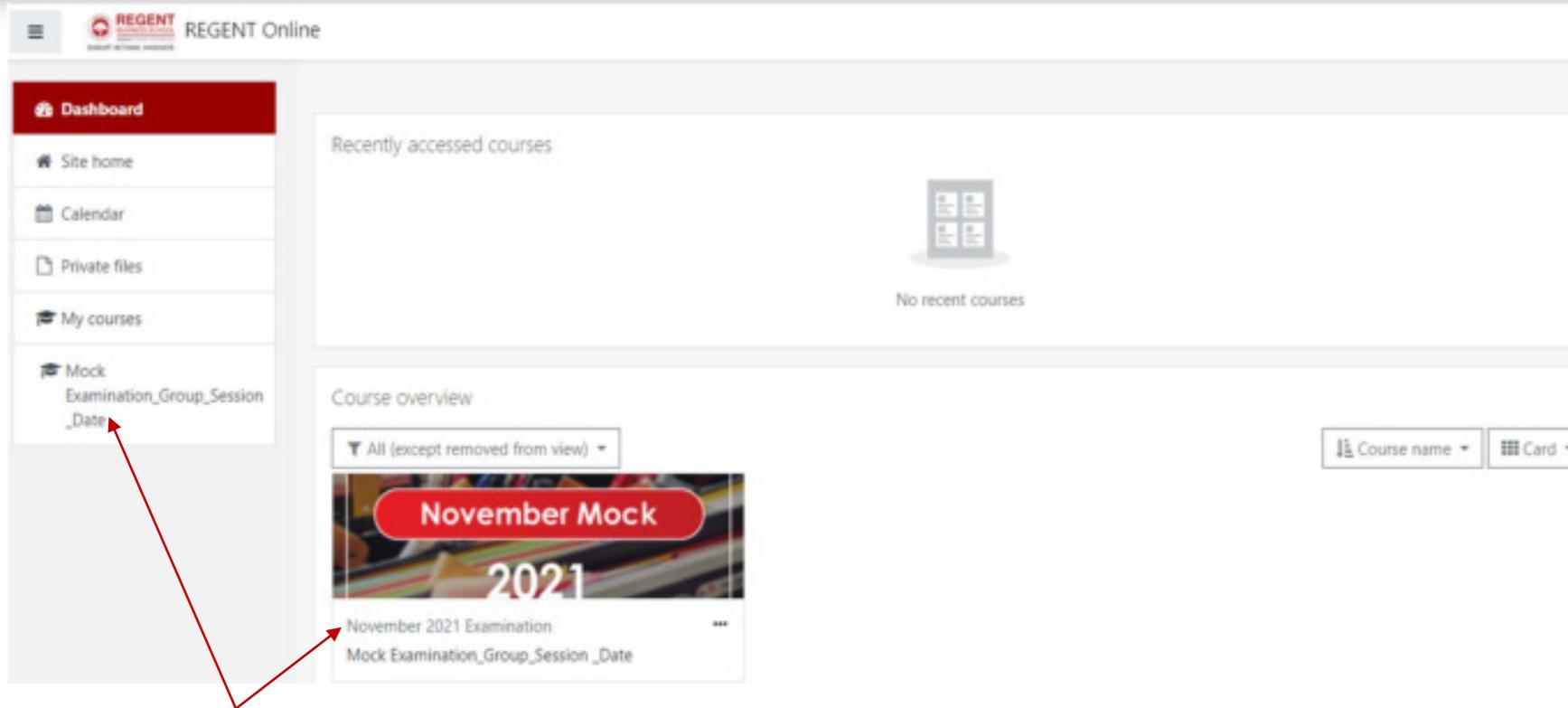
Student Number
Password
 Remember username
Log in

Forgotten your username or password?
Cookies must be enabled in your browser

Is this your first time here?
How to login:
Your password format: **Rbsddmmyyyy**, where **DDMMYYYY** is your date of birth, once you have typed in your student number and password, click on Log in.
[Click here to access self-help manuals.](#)

Type your student number, your password and Click Login

Step 3: Navigate your examination

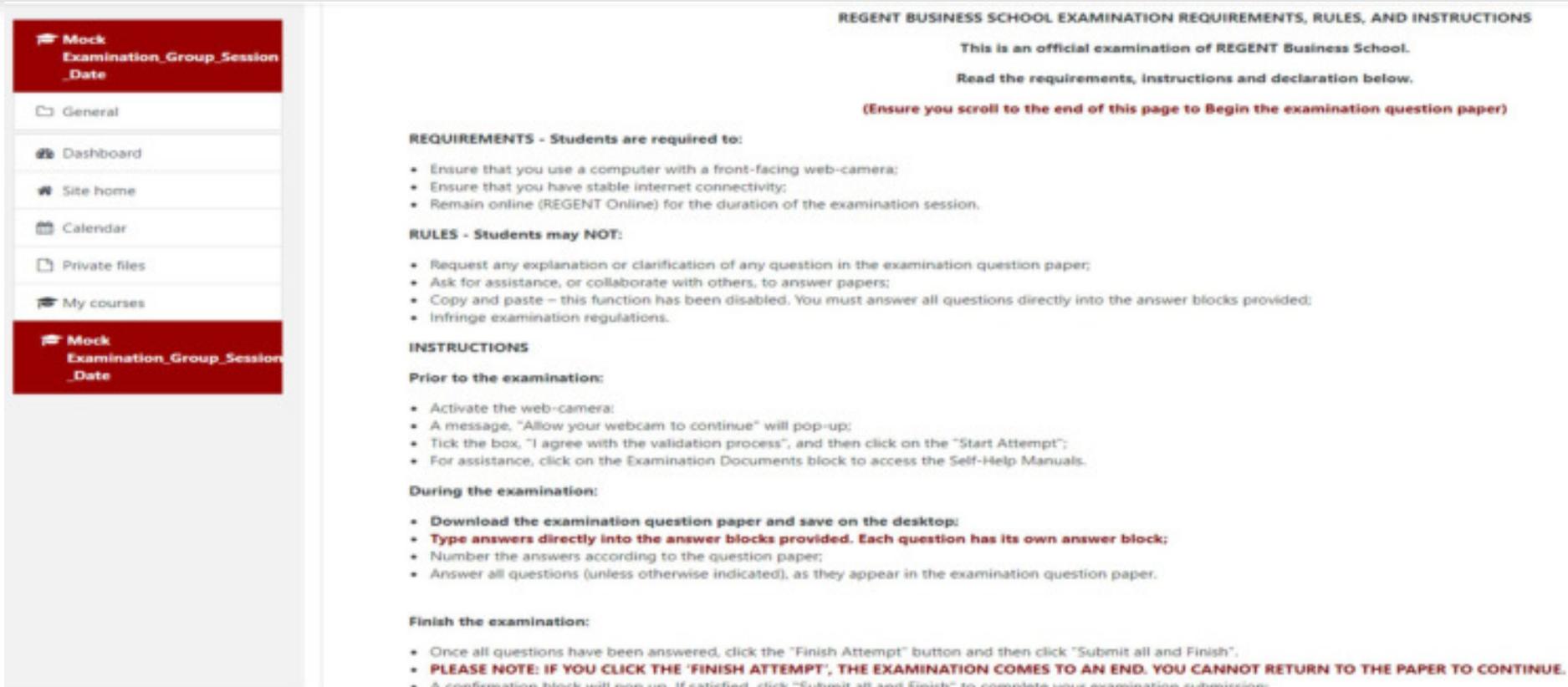


The screenshot displays the REGENT Online interface. On the left, a navigation menu includes 'Dashboard', 'Site home', 'Calendar', 'Private files', 'My courses', and 'Mock Examination_Group_Session_Date'. The main content area shows 'Recently accessed courses' with a 'No recent courses' message. Below this is a 'Course overview' section with a dropdown menu set to 'All (except removed from view)'. A card for 'November Mock 2021' is visible, with the text 'November 2021 Examination' and 'Mock Examination_Group_Session_Date' below it. A red arrow points from the 'Mock Examination_Group_Session_Date' menu item to the course card.

You are required to click on the course name to access the examination.

- Please note the correct date and session for your examination.
- If you access the REGENT Online in the wrong session, you will not be able to proceed.
- If you are too early, or the date is incorrect, you will see the below screen.

Step 4: The instruction page



REGENT BUSINESS SCHOOL EXAMINATION REQUIREMENTS, RULES, AND INSTRUCTIONS

This is an official examination of REGENT Business School.

Read the requirements, instructions and declaration below.

(Ensure you scroll to the end of this page to Begin the examination question paper)

REQUIREMENTS - Students are required to:

- Ensure that you use a computer with a front-facing web-camera;
- Ensure that you have stable internet connectivity;
- Remain online (REGENT Online) for the duration of the examination session.

RULES - Students may NOT:

- Request any explanation or clarification of any question in the examination question paper;
- Ask for assistance, or collaborate with others, to answer papers;
- Copy and paste – this function has been disabled. You must answer all questions directly into the answer blocks provided;
- Infringe examination regulations.

INSTRUCTIONS

Prior to the examination:

- Activate the web-camera;
- A message, "Allow your webcam to continue" will pop-up;
- Tick the box, "I agree with the validation process", and then click on the "Start Attempt";
- For assistance, click on the Examination Documents block to access the Self-Help Manuals.

During the examination:

- **Download the examination question paper and save on the desktop;**
- **Type answers directly into the answer blocks provided. Each question has its own answer block;**
- Number the answers according to the question paper;
- Answer all questions (unless otherwise indicated), as they appear in the examination question paper.

Finish the examination:

- Once all questions have been answered, click the "Finish Attempt" button and then click "Submit all and Finish".
- **PLEASE NOTE: IF YOU CLICK THE 'FINISH ATTEMPT', THE EXAMINATION COMES TO AN END. YOU CANNOT RETURN TO THE PAPER TO CONTINUE.**
- A confirmation block will pop up. If satisfied, click "Submit all and Finish" to complete your examination submission.

Read the instruction page and scroll to the bottom of the page to begin Examination

Step 5: Begin Examination

Mock Examination_Group_Session_Date

- General
- Dashboard
- Site home
- Calendar
- Private files
- My courses

Mock Examination_Group_Session_Date

- Type answers directly into the answer boxes provided, when questions are of the short answer type.
- Number the answers according to the question paper;
- Answer all questions (unless otherwise indicated), as they appear in the examination question paper.

Finish the examination:

- Once all questions have been answered, click the "Finish Attempt" button and then click "Submit all and Finish".
- **PLEASE NOTE: IF YOU CLICK THE 'FINISH ATTEMPT', THE EXAMINATION COMES TO AN END. YOU CANNOT RETURN TO THE PAPER TO CONTINUE.**
- A confirmation block will pop up. If satisfied, click "Submit all and Finish" to complete your examination submission;
- Should you wish to review your responses (provided time is available), click "Cancel" and "Return to Attempt";
- Once satisfied, click "Submit all and Finish" to complete your examination submission.

If you are have remained online throughout the examination session, the system will automatically save your work during the session. If your time expires without you clicking 'Finish attempt', then the system will automatically save your work and submit.

DECLARATION By continuing with the examination you acknowledge that you have read and understood the declaration, as follows:

- I am a bona fide student for this profile and this examination;
- I acknowledge that I fully understand the instructions and examination rules;
- I understand what plagiarism is and am aware of the REGENT Business School's policy. Where sources are used (printed or internet, or any other appropriate source), I will properly acknowledge and reference these;
- I will be attempting, completing and submitting this examination on my own, without any assistance from any other person(s);
- I will not allow anyone to copy my work with the intention of passing it off as his or her own.

NOTE - This is a **timed examination**. Take careful note of the duration of the examination and submit by the stipulated time. A timer has been activated, which will count down the minutes left to submission.

REGENT Business School wishes you all the best during the examination period.

BEGIN EXAMINATION

Click on the **BEGIN EXAMINATION**

Step 6: Attempt Quiz

You will then note further information pertaining to your examination

Mock Examination_Group_Session_Date

[Dashboard](#) / [My courses](#) / [EXAMINATIONS](#) / [November 2021 Examination](#) / [Mock Examination_Group_Session_Date](#) / [General](#) / [Examination Question Paper and Answer Blocks](#)

Examination Question Paper and Answer Blocks

Attempts allowed: 1

This quiz opened at Thursday, 28 October 2021, 10:00 AM

This quiz will close on Thursday, 28 October 2021, 11:00 AM.

To continue with this quiz attempt you must open your webcam, and it will take some of your pictures randomly during the quiz.

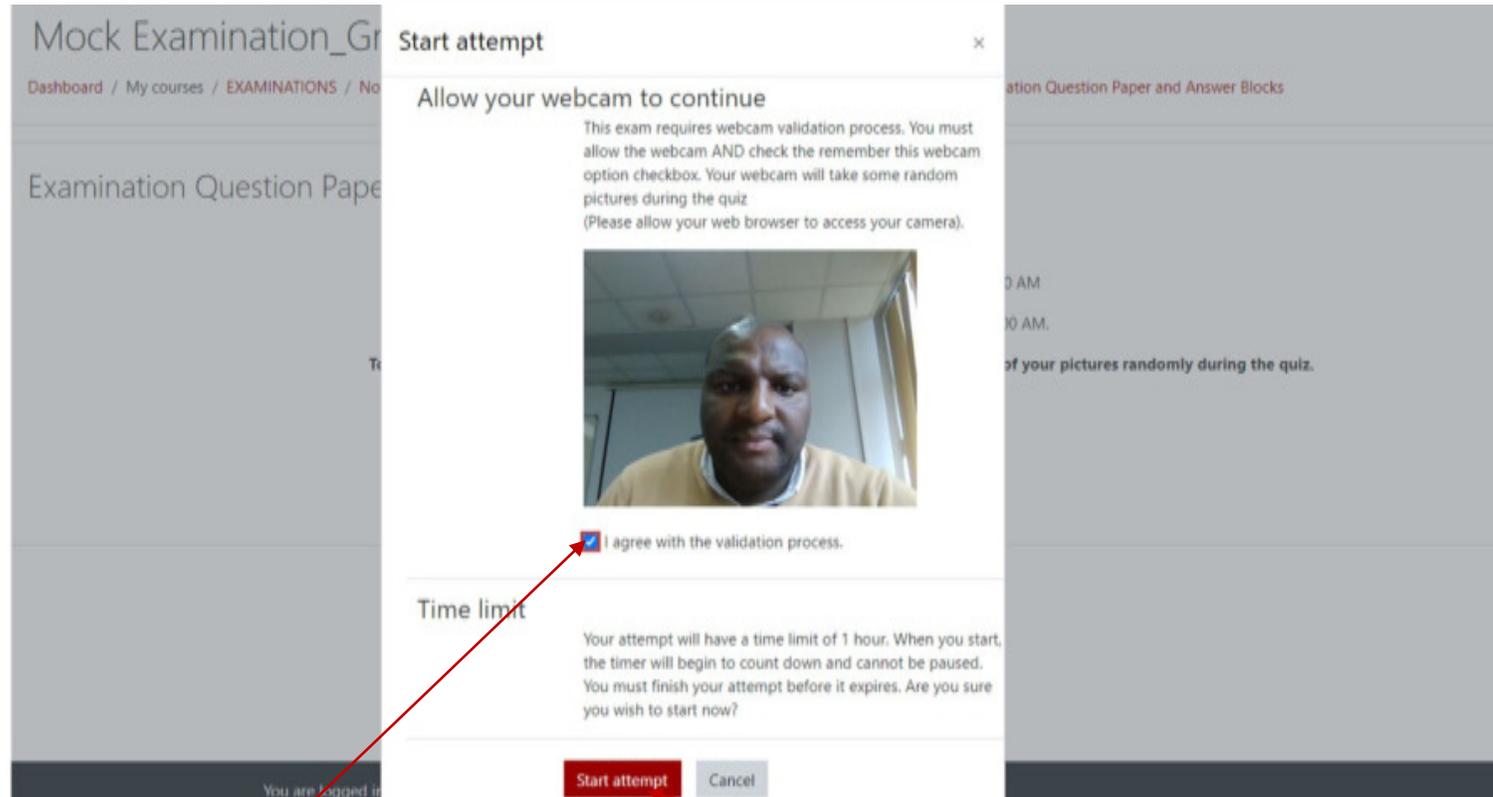
Time limit: 1 hour

Attempt quiz now

Click Attempt quiz now

Step 7: : Activate your web-camera

This is compulsory. You will not be able to proceed without activating the web-camera



Tick on the block to **'agree with the validation process'** and then **'click on 'start attempt'**

As soon as you click on start attempt, you will be directed to a screen to Download your Examination Question Paper.

Step 8: Download your question paper

Mock Examination_Group_Session_Date

Dashboard / My courses / EXAMINATIONS / November 2021 Examination / Mock Examination_Group_Session_Date / General / Examination Question Paper and Answer Blocks

Question 1
Not yet answered
Marked out of 20.00
Flag question

Click here  **Download Examination Question Paper**

Read the instructions on the cover page of your Examination Question Paper.

Read Question 1 from the downloaded Examination Question Paper and answer the questions that follow.

Type in only Question 1 answers in the block below.

Number your answers as per the question number, example 1.1 , 1.2, etc.

Quiz navigation

1 2 3 4 5

Finish attempt ...

Time left **0:14:07**

Webcam



Click on “**click here**” to download your examination question paper.

Step 9: Begin your examination

Mock Examination_Group_Session_Date

General

Dashboard

Site home

Calendar

Private files

My courses

Mock Examination_Group_Session_Date

Question 1
Not yet answered
Marked out of 20.00
Flag question

[Click here](#) **Download Examination Question Paper**

Read the instructions on the cover page of your Examination Question Paper.
Read Question 1 from the downloaded Examination Question Paper and answer the questions that follow.
Type in only Question 1 answers in the block below.
Number your answers as per the question number, example 1.1 , 1.2, etc.

Question 1

1.1 This is an official examination of REGENT Business School

Quiz navigation

1 2 3 4 5

Finish attempt ...

Time left 0:09:55

Webcam

You can navigate to any question and click **finish attempt** if you have answered all your questions

Type answers in the answer blocks provided for each question.

For example, your answers for question 1 and all its sub-questions, will be typed into the block provided for question 1.

Please number your answers accordingly.

Step 10: Confirm your submission

The screenshot displays an examination interface. On the left is a navigation menu with options: General, Dashboard, Site home, Calendar, Private files, My courses, and Mock Examination_Group_Session_Date. The main area is titled 'Examination Question Paper and Answer Blocks' and shows a 'Summary of attempt' table with 5 questions, all marked as 'Answer saved'. A 'Confirmation' dialog box is centered, warning that submission is final. It contains a red 'Submit all and finish' button and a grey 'Cancel' button. Below the dialog, a timer shows 'Time left 0:00:56' and a deadline: 'This attempt must be submitted by Thursday, 28 October 2021, 11:10 AM.' A 'Submit all and finish' button is also visible at the bottom of the attempt summary.

Question	Status
1	Answer saved
2	Answer saved
3	
4	
5	

Confirmation

Once you submit, you will no longer be able to change your answers for this attempt.

Submit all and finish Cancel

Time left 0:00:56

This attempt must be submitted by Thursday, 28 October 2021, 11:10 AM.

Submit all and finish

PLEASE NOTE: DO NOT CLICK SUBMIT ALL AND FINISH BEFORE YOU HAVE CONCLUDED YOUR PAPER. YOU WILL BE UNABLE TO RETURN TO THE PAPER TO COMPLETE OUTSTANDING QUESTIONS. ONLY CLICK SUBMIT ALL AND FINISH AT THE END OF YOUR PAPER.

Your examination is submitted

The screenshot displays a user interface for a quiz submission. On the left is a navigation sidebar with links for Dashboard, Site home, Calendar, Private files, My courses, and Mock Examination_Group_Session_Date. The main content area features a light blue banner stating "You are not allowed to review this quiz". Below this is the title "Examination Question Paper and Answer Blocks". The interface indicates "Attempts allowed: 1" and states "This quiz closed on Thursday, 28 October 2021, 11:00 AM". A warning message reads: "To continue with this quiz attempt you must open your webcam, and it will take some of your pictures randomly during the quiz." The "Time limit: 1 hour" is also shown. A section titled "Summary of your previous attempts" contains a table with one entry: "Finished" with a "Review" link that says "Not permitted". The submission time is "Submitted Thursday, 28 October 2021, 11:00 AM". At the bottom, it states "No more attempts are allowed" and provides a "Back to the course" button.

Dashboard

Site home

Calendar

Private files

My courses

Mock Examination_Group_Session_Date

You are not allowed to review this quiz

Examination Question Paper and Answer Blocks

Attempts allowed: 1

This quiz closed on Thursday, 28 October 2021, 11:00 AM

To continue with this quiz attempt you must open your webcam, and it will take some of your pictures randomly during the quiz.

Time limit: 1 hour

Summary of your previous attempts

State	Review
Finished Submitted Thursday, 28 October 2021, 11:00 AM	Not permitted

No more attempts are allowed

[Back to the course](#)

NB: At this point you will not be allowed to navigate back to your examination answers.

Should your time lapse during your attempt, the answers completed will automatically be saved and submitted