

HI-LINGUA LANGUAGE COMPETITION

EXAM GUIDELINE

Exam Date: 7 December 2025 - Sunday

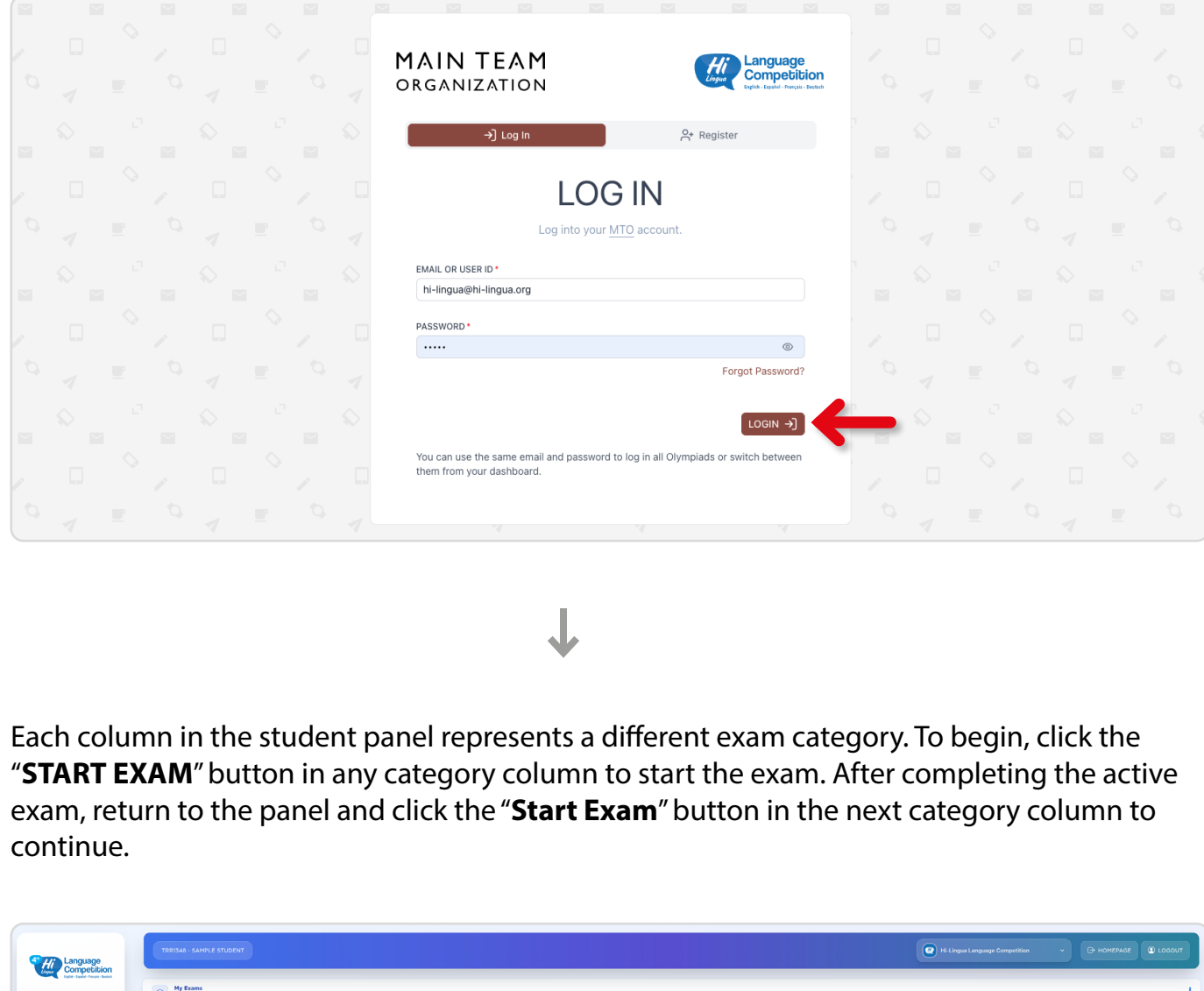
Availability Time: 09:00 - 18:00 (in your local time)

Trial Exams (FREE): 1-5 December 2025

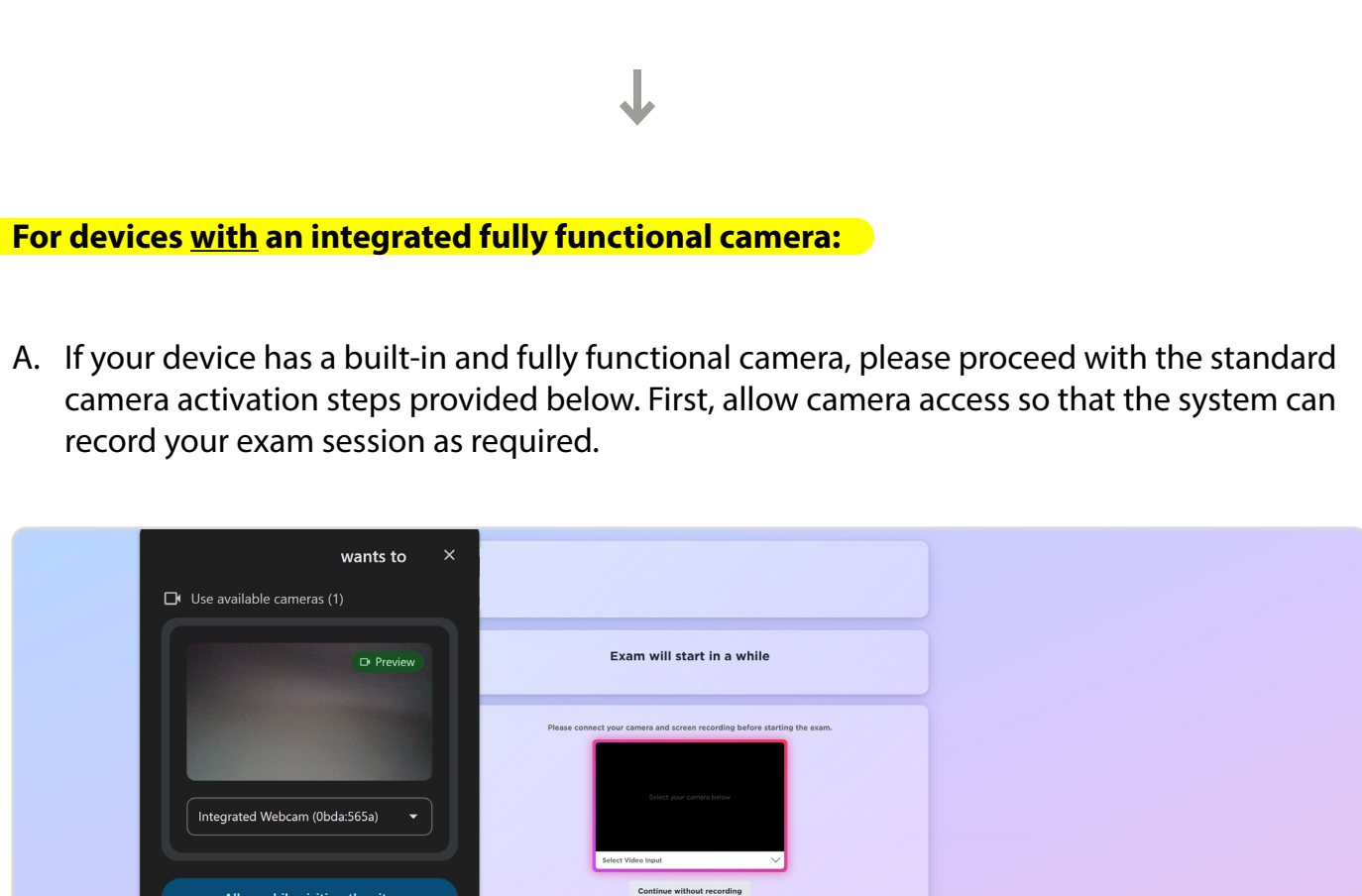
To help students prepare, check technical requirements, test their device cameras and get familiar with the exam portal, trial exams will be available during these 5 dates.

- All exams will be held via the Hi-Lingua student panel. No extra links or emails will be sent.
- Please DO NOT CLICK START EXAM BUTTON if you are not ready.
- If you are using a laptop or tablet, make sure it is fully charged or plugged into a power socket.
- Allow access to your camera and screen sharing.
- Keep all social media accounts (such as WhatsApp, Facebook, Instagram, etc.) and all other applications closed during the exam (especially the browser translation feature).
- Disable auto-updates and pop-up notifications that could interrupt your exam.
- Open the exam in an incognito/private browser window using your email or ID and password.
- The trial exam will be available until 5 December at 11:59 PM. You can test the exam portal and your technical infrastructure.

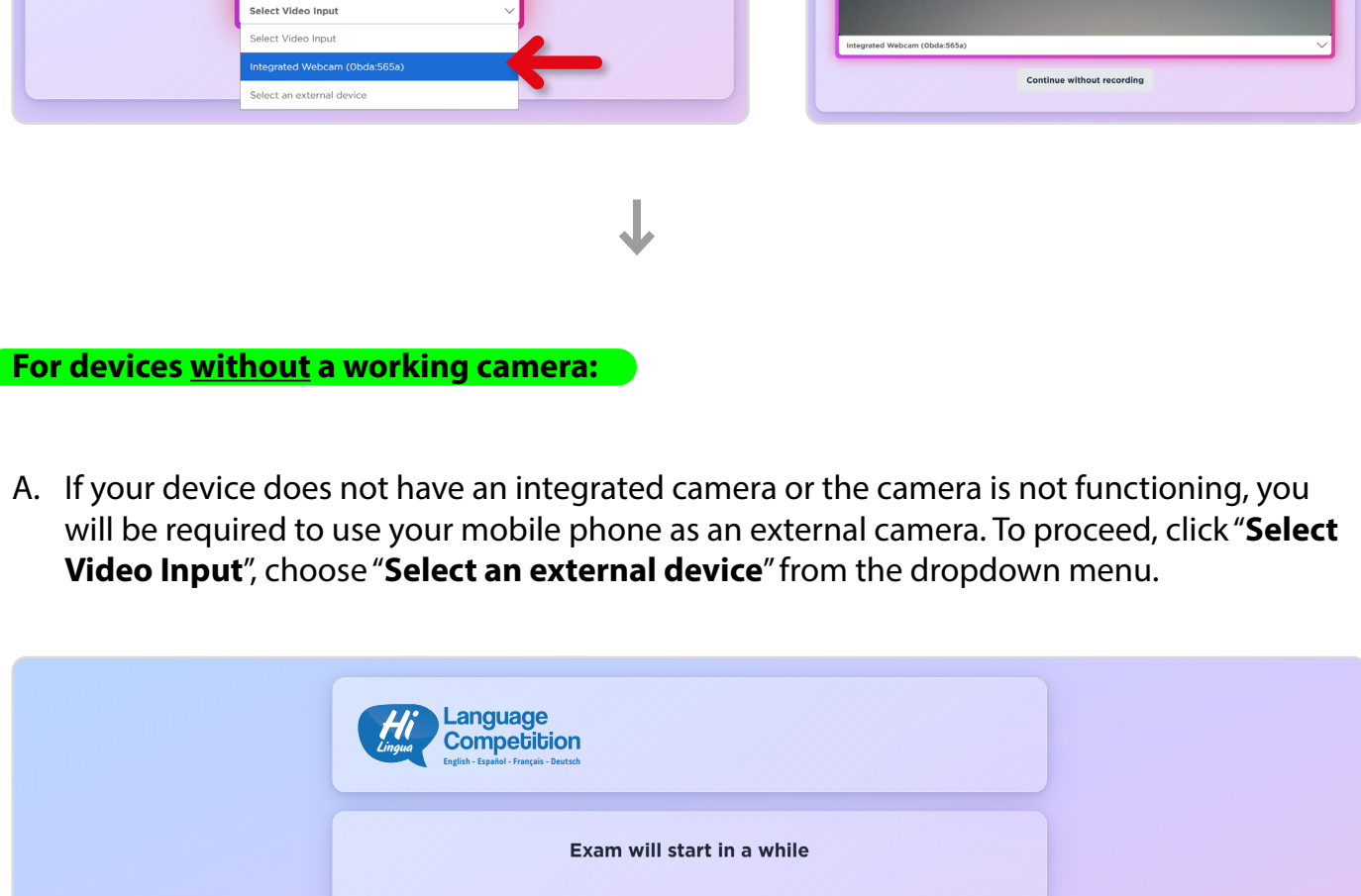
1 Go to <https://hi-lingua.org> homepage and click the **"LOG IN"** button to access your student panel.



2 Enter your credentials and click the **"LOG IN"** button to proceed.

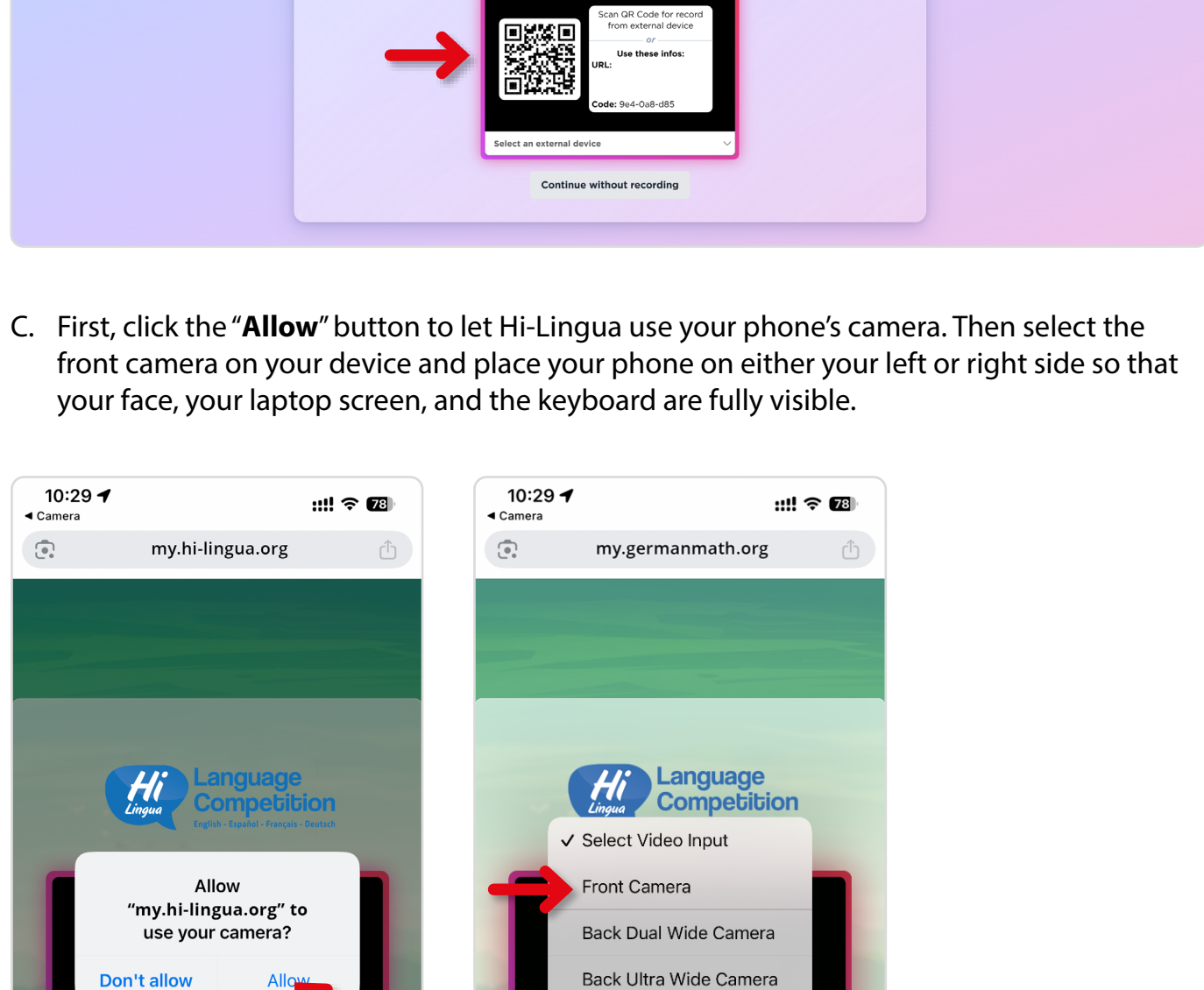


3 Each column in the student panel represents a different exam category. To begin, click the **"START EXAM"** button in any category column to start the exam. After completing the active exam, return to the panel and click the **"Start Exam"** button in the next category column to continue.

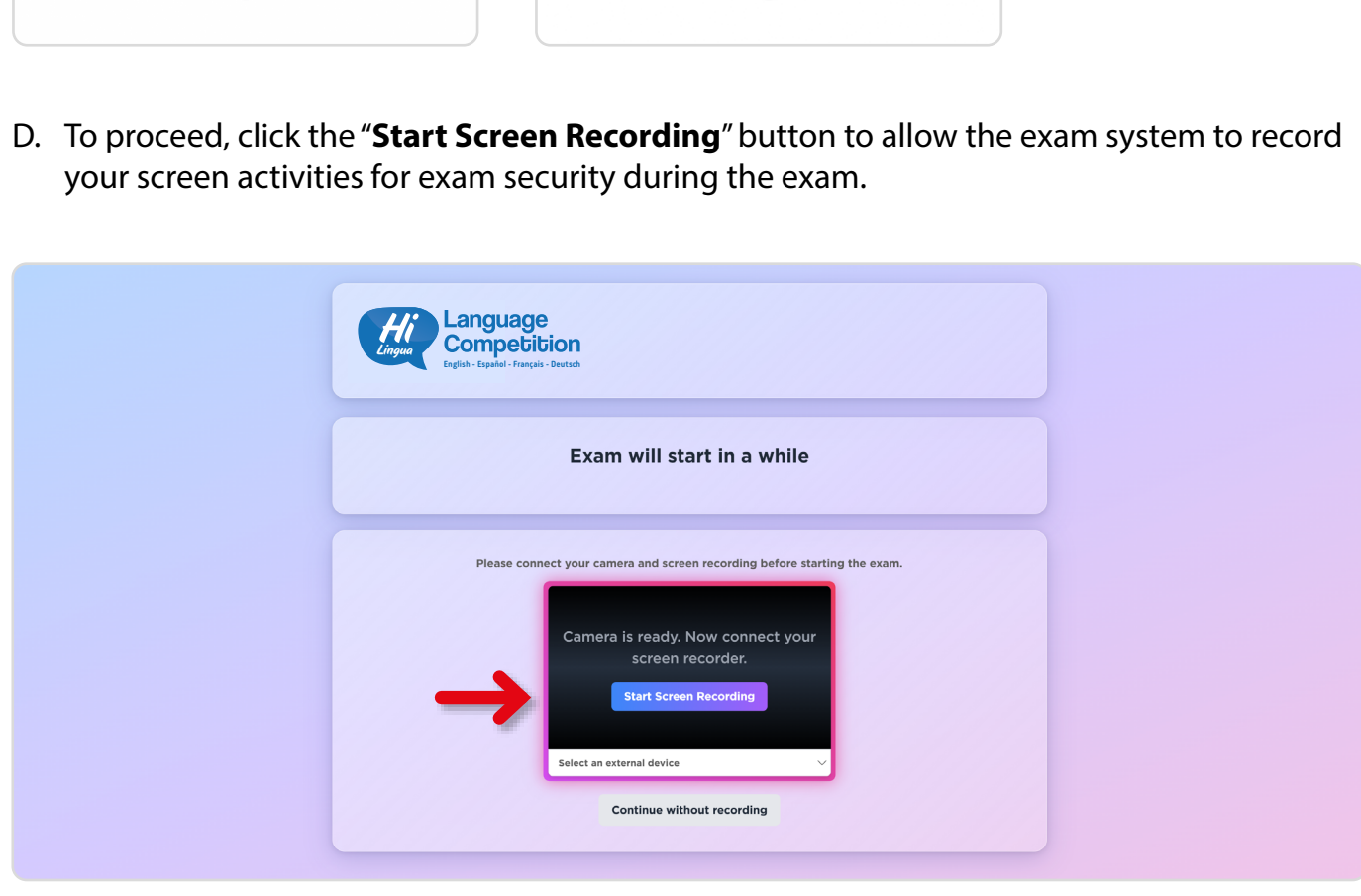


4 **For devices with an integrated fully functional camera:**

A. If your device has a built-in and fully functional camera, please proceed with the standard camera activation steps provided below. First, allow camera access so that the system can record your exam session as required.

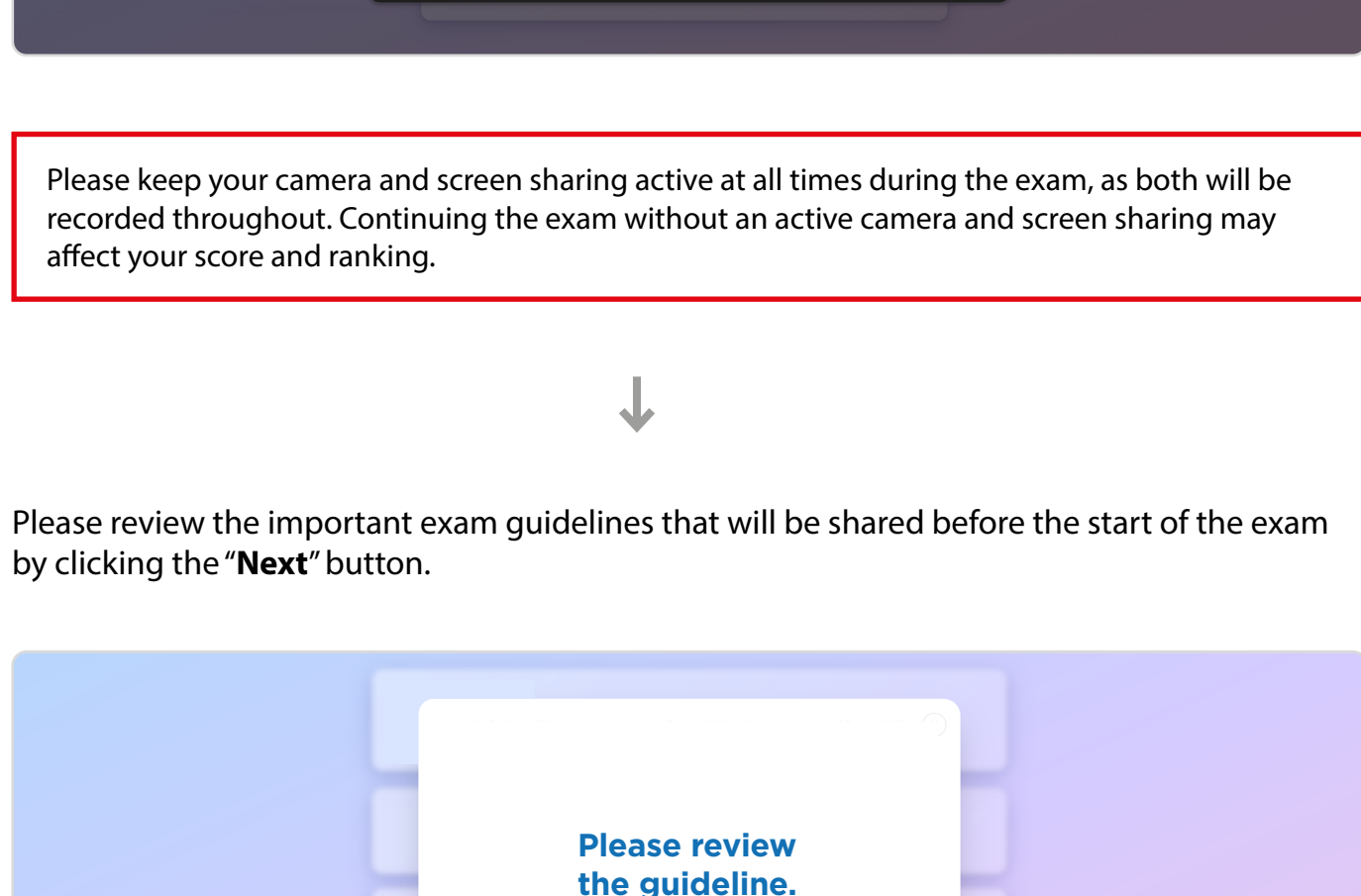


B. Then, click **"Select Video Input"**, choose **"Integrated Camera"** from the dropdown menu and click the **"Start Screen Recording"** button to allow the exam system to record your screen activities for exam security during the exam.

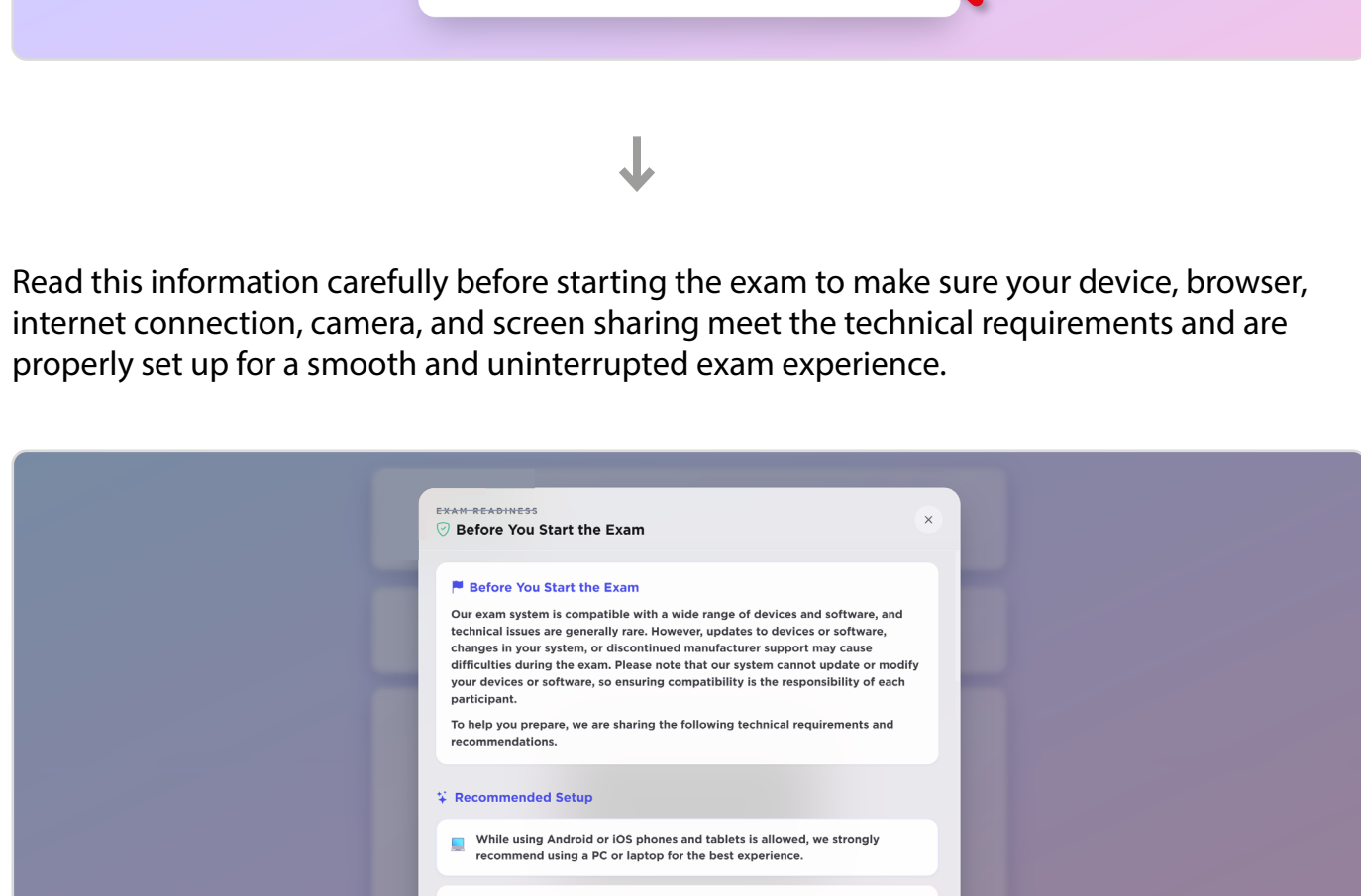


5 **For devices without a working camera:**

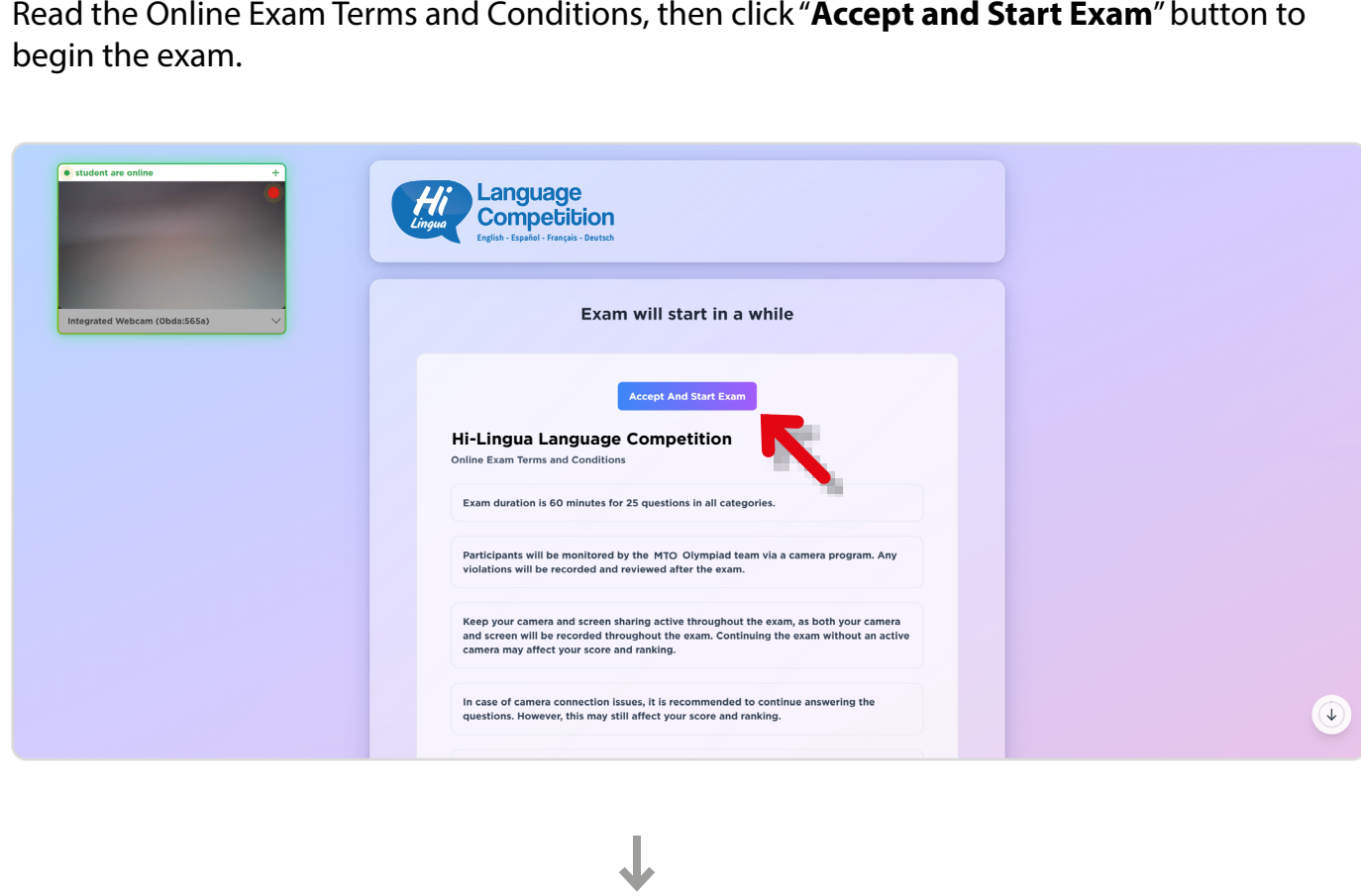
A. If your device does not have an integrated camera or the camera is not functioning, you will be required to use your mobile phone as an external camera. To proceed, click **"Select Video Input"**, choose **"Select an external device"** from the dropdown menu.



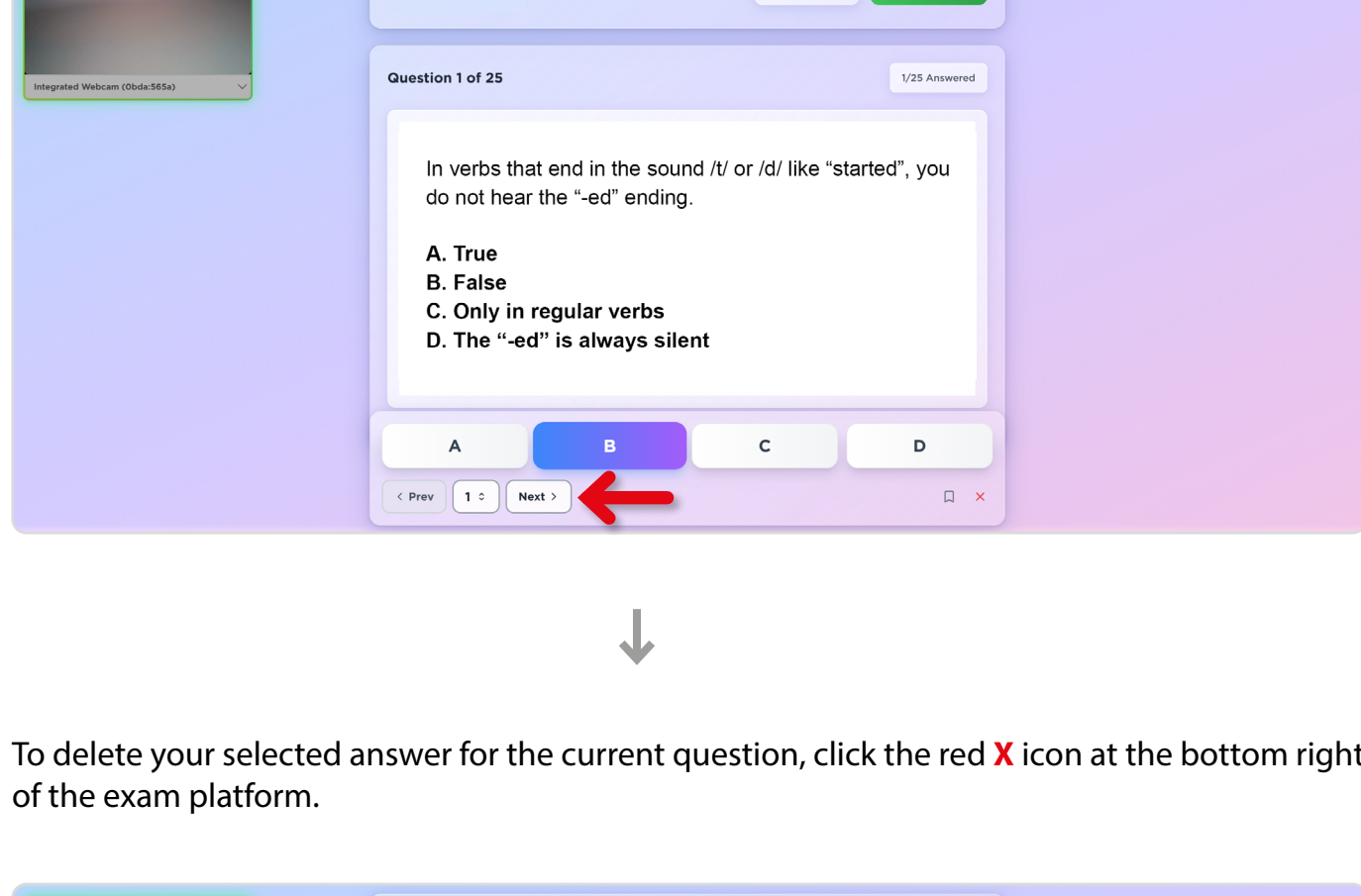
B. Use your mobile phone's camera to scan the QR code.



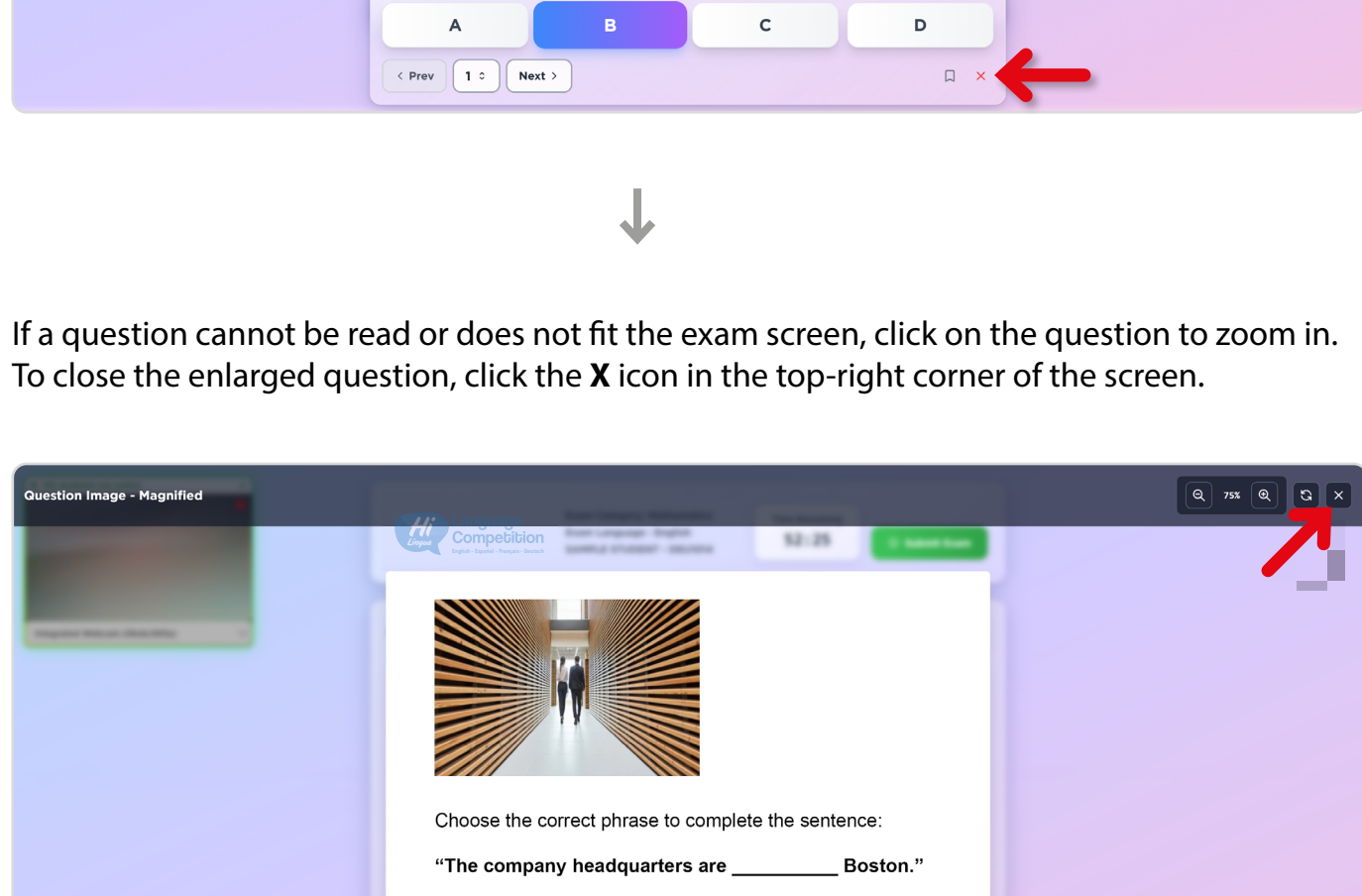
C. First, click the **"Allow"** button to let Hi-Lingua use your phone's camera. Then select the front camera on your device and place your phone on either your left or right side so that your face, your laptop screen, and the keyboard are fully visible.



D. To proceed, click the **"Start Screen Recording"** button to allow the exam system to record your screen activities for exam security during the exam.

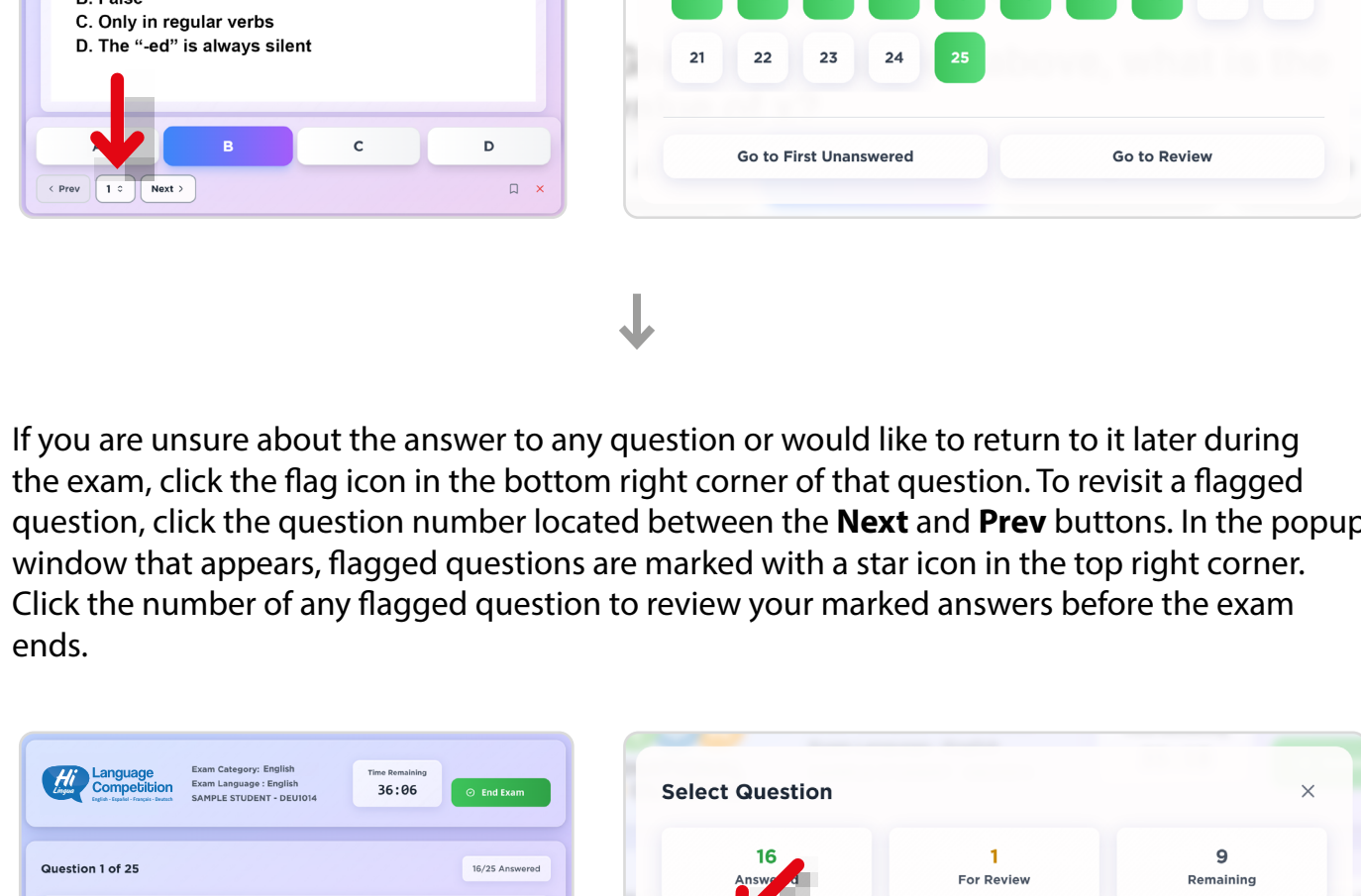


6 After arranging your camera, first click the **"Entire Screen"** option at the top. Next, click the mini screen that appears on the left. Finally, click the **"Share"** button below.

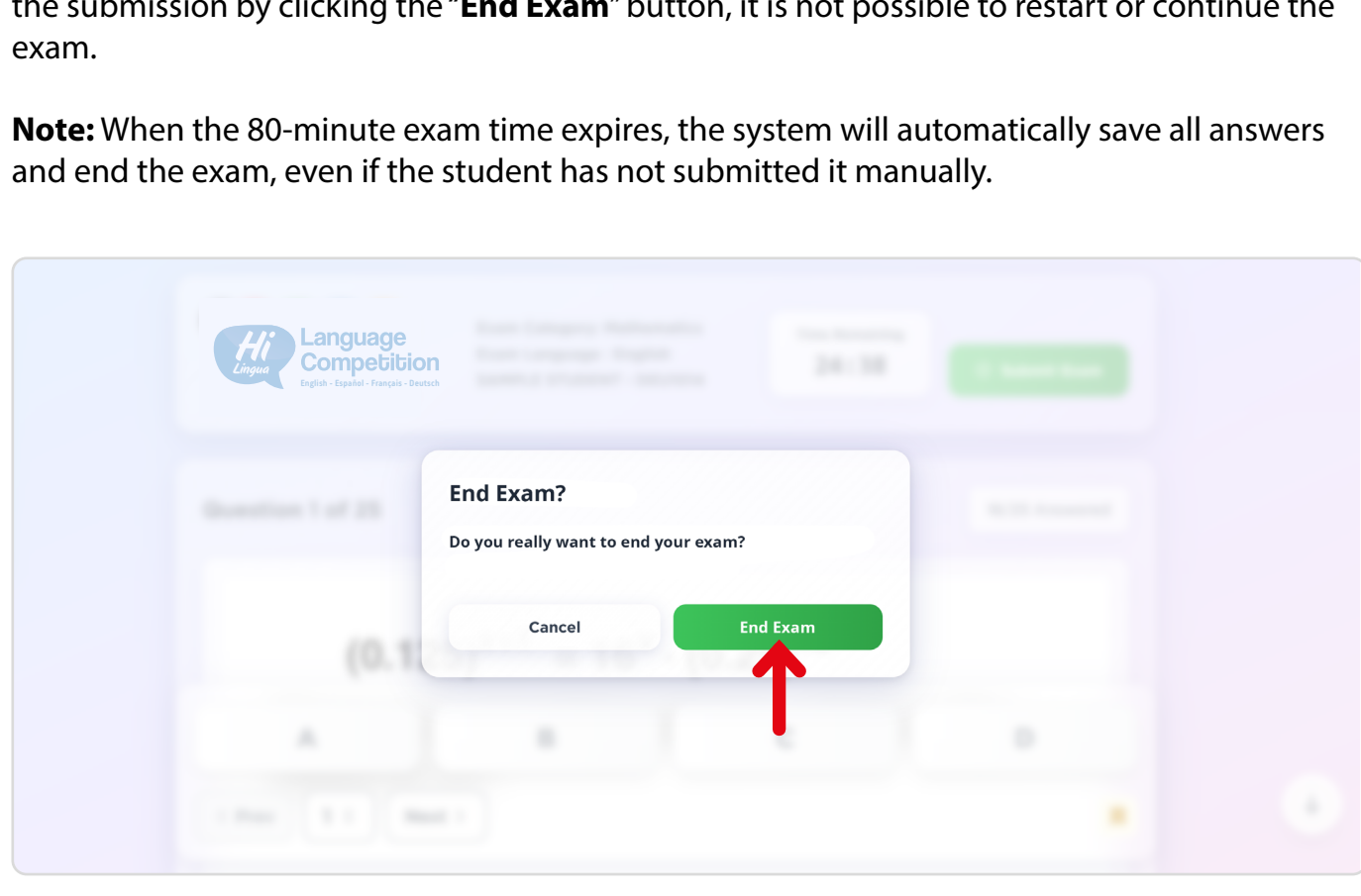


Please keep your camera and screen sharing active at all times during the exam, as both will be recorded throughout. Continuing the exam without an active camera and screen sharing may affect your score and ranking.

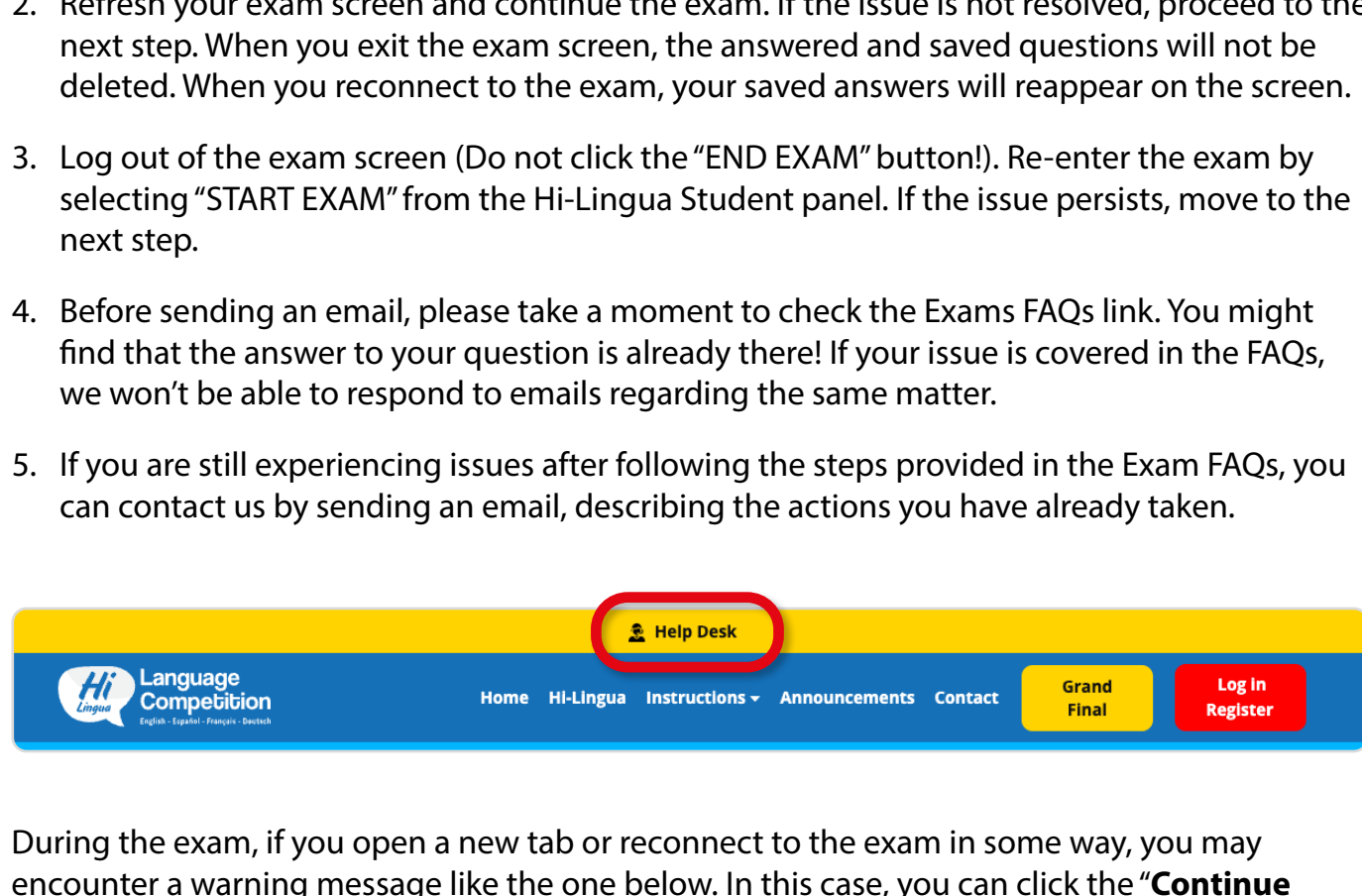
7 Please review the important exam guidelines that will be shared before the start of the exam by clicking the **"Next"** button.



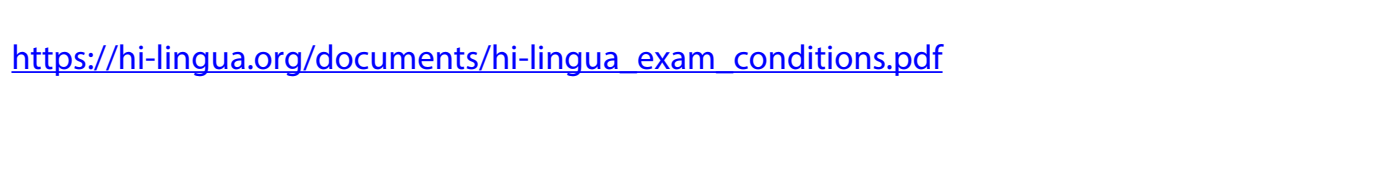
8 Read this information carefully before starting the exam to make sure your device, browser, internet connection, camera, and screen sharing meet the technical requirements and are properly set up for a smooth and uninterrupted exam experience.



9 Read the Online Exam Terms and Conditions, then click **"Accept and Start Exam"** button to begin the exam.



10 Students are required to answer 40 questions within 80 minutes during the exam. Answers to the questions can be marked by selecting one of the letters A, B, C, D at the bottom of the screen. To navigate between questions, click the **"Next"** or **"Prev"** buttons. The remaining time until the end of the exam is shown at the top of the exam platform.



11 To delete your selected answer for the current question, click the red X icon at the bottom right of the exam platform.

12 If a question cannot be read or does not fit the exam screen, click on the question to zoom in. To close the enlarged question, click the X icon in the top-right corner of the screen.

13 You can always see the total number of answered questions and easily access any question by clicking the number located between the **"Next"** and **"Prev"** buttons, without going through them one by one. Questions highlighted in green represent answered questions, while white ones indicate unanswered questions.

14 If you are unsure about the answer to any question or would like to return to it later during the exam, click the flag icon in the bottom right corner of that question. To revisit a flagged question, click the question number located between the **"Next"** and **"Prev"** buttons. In the popup window that appears, flagged questions are marked with a star icon in the top right corner. Click the number of any flagged question to review your marked answers before the exam ends.

15 When you click the **"End Exam"** button, a pop-up will appear showing the total number of answered questions to help prevent accidentally ending the exam. After clicking the End button in this window, the system will save your answers and end the exam. Once you confirm the submission by clicking the **"End Exam"** button, it is not possible to restart or continue the exam.

Note: When the 80-minute exam time expires, the system will automatically save all answers and end the exam, even if the student has not submitted it manually.

TECHNICAL ISSUES DURING THE EXAM

If you encounter any technical issues during the exam, please follow the steps below in order. These issues are usually caused by temporary internet interruptions on your device or cookies stored in your device's cache.

1. Ensure that your internet connection is active.
2. Refresh your exam screen and continue the exam. If the issue is not resolved, proceed to the next step. When you exit the exam screen, the answered and saved questions will not be deleted. When you reconnect to the exam, your saved answers will reappear on the screen.
3. Log out of the exam screen (Do not click the "END EXAM" button!). Re-enter the exam by selecting "START EXAM" from the Hi-Lingua Student panel. If the issue persists, move to the next step.
4. Before sending an email, please take a moment to check the Exams FAQs link. You might find that the answer to your question is already there! If your issue is covered in the FAQs, we won't be able to respond to emails regarding the same matter.
5. If you are still experiencing issues after following the steps provided in the Exam FAQs, you can contact us by sending an email, describing the actions you have already taken.

During the exam, if you open a new tab or reconnect to the exam in some way, you may encounter a warning message like the one below. In this case, you can click the **"Continue Here"** button to resume the exam from where you left off.

Please read the Hi-Lingua Exam Conditions.

https://hi-lingua.org/documents/hi-lingua_exam_conditions.pdf