

Online Final Examination Guidelines (1/2026)

MSME Business School

Assumption University

As of October 3, 2026 (V.2)



MSME BUSINESS SCHOOL
ASSUMPTION UNIVERSITY



Important Note

All examination questions are Assumption University's property, do not disseminate or duplicate without proper authorization. Sharing and/or duplicating the questions, irrespective of reasons, will subject students to Academic Dishonesty's terms of punishment.

Instructions, rules, and regulations regarding online examination will be provided later.



MSME BUSINESS SCHOOL
ASSUMPTION UNIVERSITY

Things to Do Prior to Examination

- 1. Check students' Username:** Use letter U before your ID code, and password at least two days before the examination date at <https://lms.msme.au.edu> to ensure students can successfully log in. The rechecking of the Username cannot be done on the exam date.
- 2. Report if there is a problem:** At helpdesk@au.edu.
- 3. Familiarize with the system: Pretest is available at**
<https://lms.msme.au.edu/login/index.php>



Things to Do Prior to Examination

Subjects offered by **MSME Business School**, **LMS MSME system** is utilized to conduct online examination via <https://lms.msme.au.edu>

- Under **specific folders** of the **concerned subjects**
- Please **recheck** whether you can see the following information (exam link) before the exam date/time.
- It will state that your exam/quiz will **not be available until a certain date/time** (e.g. your assigned date/time of the exam).

The screenshot displays the LMS MSME system interface. At the top, the URL 'lms.msme.au.edu' is shown with a search icon and a 'Log In' button. Below this, a list of courses is visible: 'FIN2201 Principles of Finance /FIN2700 Money, Banking and Financial Market (1/2020)(All Sections)' and 'FIN3101 / FIN3701 Corporate Finance (1/2020) (All sections)'. A section titled 'Hidden from students' is highlighted. Below this, the 'FIN2210/2700 Final Examination 1/2020' is listed with the date and time '(October 8, 2020 13:00 - 15:00)'. A description states: 'This midterm examination consists of 50 multiple choice questions. Questions will appear in random manner where students cannot go back to the previous questions.' At the bottom, two bullet points are listed: 'The online exam is time limited.' and 'Students have only one attempt for the exam.'

Things to Do Prior to Examination

4. **Check the devices:** One or two days before the examination date to ascertain their useability as well as the speed of the internet students subscribe from the service provider.
5. **Check time Zone:** The online examination at Assumption University is scheduled according to **Thailand time zone**.



Things to Do Prior to Examination

6. **Check** the enrolled **subjects' examination schedules** and in case that the students are approved with **time conflict examinations**. Students must

(1) Take **one subject** according to the **announced regular examination schedule**

(2) Take **another approved subject** at **TC examination schedule**

Caution: **Only access the link** of the examination that students are eligible to take.

Irrespective of reasons, accessing the link of the examination paper students have chosen NOT to attempt, students will get **“0” mark** for the concerned subject and the final grade of the subject would be assigned accordingly.

- **Note:** Students who have TC exam date/time, please contact your course instructor immediately.



Online Examination Instructions

1. Check the examination's given **time duration** on the cover page of the examination paper, number of questions, and **determine the amount of time needed** to answer each question prior to attempting exam questions.
 - **Prepare** calculators/formular sheets if allowed in the exam
 - **Download** case study and/or other document (e.g. pdf case file, excel files) prior to entering into the lms examination system.
2. For LMS system, it is advisable to use **Google chrome browser to access the link** for the exam.



Online Examination Instructions

3. The online examination has **time limited**.
4. **Each question** also has **time limited**.
5. Students can attempt **each of the questions only one time**.
6. The exam questions are set in the **sequential order** requiring students to **answer questions in the sequence** from the **first till the last question**, hence **reverting to the previous question or skipping to the next questions is prohibited**.



Note: Once students click "**Attempt**" button, students **must proceed** to finish the examination. Students are **not eligible** to receive a **"W" grade** once clicking "**Attempt**" button.

Things to Do Prior to Examination

For example: Questions in the examination will appear **ONE question per one time per page**.

- Questions will appear **in sequential order** (Q1, 2, 3,...).
 - Clicking **Next page**, next question will appear.
 - Students **must answer each question** before clicking the **“Next” button**
 - **Reason:** LMS does **not allow to go back** to previous question to recheck or change the answer.
 - Students **cannot go forward** to other questions either.
 - For example, if you are in Q1, you can not go to Q5, Q10, or last question.
- Manage your time wisely.

Moodle, what are the possible built-in formats that can help you lay out the course?

Select one:

- ☐ a. Topics format
- ☐ b. Semester format
- ☐ c. Weekly format
- ☐ d. Social format

Next page

Quiz navigation

1	2	3	4
---	---	---	---

Finish attempt ...

EX: How to drop file in the answer box

Question 1

Not yet answered

Marked out of 1.00

Flag question

The best way to avoid illness from COVID-19 when you're working is to

Select one:

- ☐ a. protect the routes of entry into your body.
- ☐ b. avoid drinking contaminated water.
- ☐ c. avoid being around people.
- ☐ d. wipe down tools and working surfaces with a solution containing at least 50% alcohol.

Next page

Fill your answers in the Microsoft word and upload your files below (i.e., drag and drop files).

Maximum file size: 100MB, maximum number of files: 1

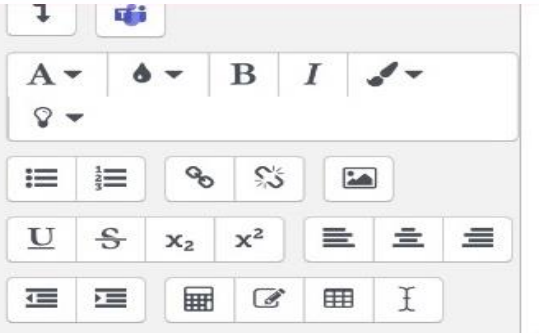


Files



You can drag and drop files here to add them.

Next page





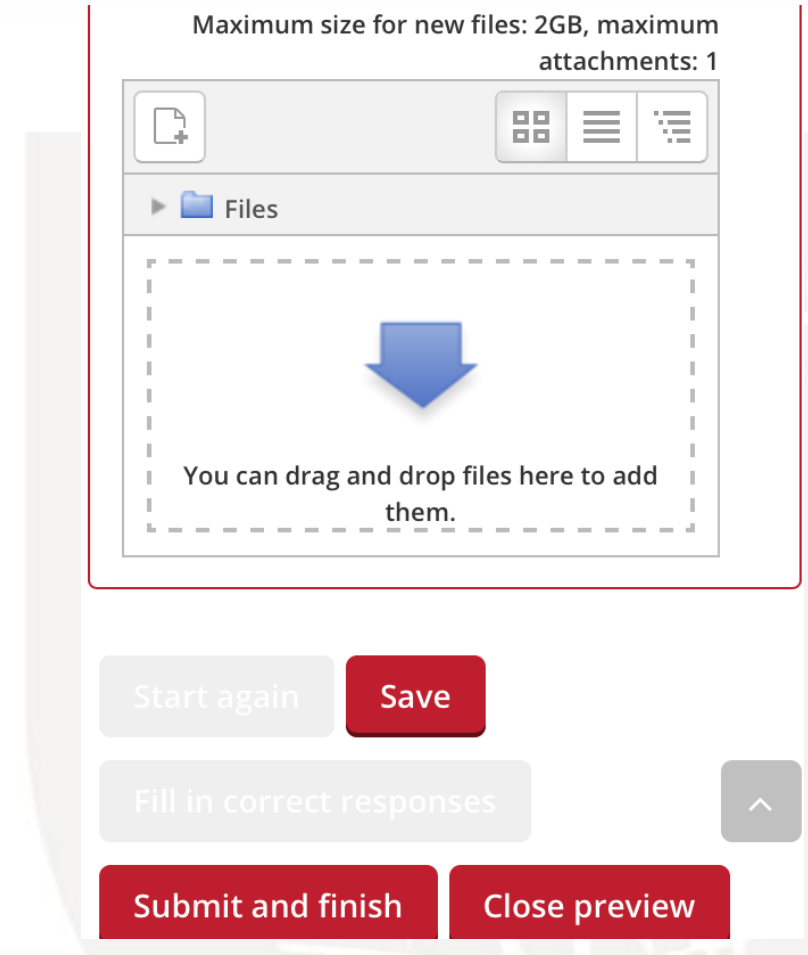
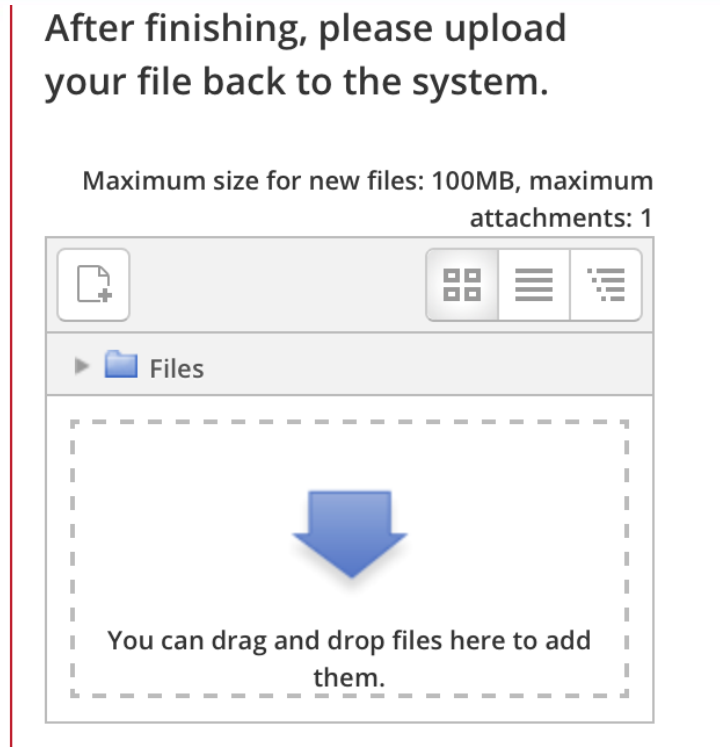
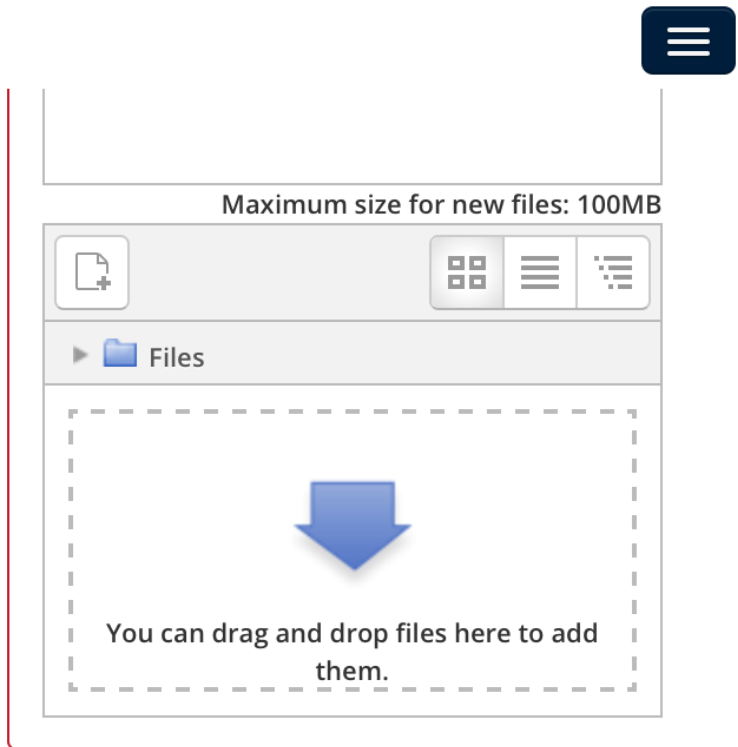
Files



You can drag and drop files here to add them.

Finish attempt ...

EX: How to submit the exam



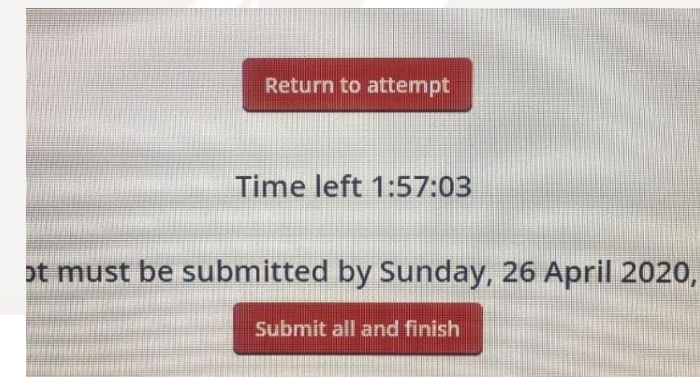
Next page

Finish attempt ...

Note: Please submit your examination **before the examination time ends**. Once the time expires, the LMS will automatically lock, and **no further submissions will be accepted**.

In case there are problems

7. Before attempting the **next question**, **check** if there is the **“Next” button** on the page of the current question, **if the button is not shown on the screen**, please **wait** for one or two minutes to allow the internet to send the signal to students' device, otherwise press **“refresh page”** button. The speed of the internet the students subscribe from the service provider may cause the delay of the signal, hence the slowness of the appearance of the “next” button on the screen.
8. Students **must not click “Back” Button** of The Browser.



In case there are problems

9. In case of any problems:

- Students immediately notify the course instructor via **“Subject Group Line”** or **“Subject Microsoft Team Room”** and **capture** the picture to show the nature of problem.
- In case there is **bad connection or no electricity**, students can always click exam link and click **“continue to last attempt”** button, as all the attempted questions and answers have already been automatically saved in the system.

Summary of your previous attempts

State

Review

In progress

Continue the last preview



In case there are problems

Note:

- Students will be given the time equal to the **black out time** **plus 5 minutes** to compensate the time lost during the black out period.
- In case the electricity **black out** duration is **longer than 20 minutes**, the **new exam would be arranged**, and the new scheduled would be announced on www.au.edu **Topic: News and Events**

Summary of your previous attempts

State

Review

In progress

Continue the last preview



Good Luck for Your Online Exam

Integrity is the **most important qualities** of **successful persons and leaders**.

Please be honest to yourself and put your best effort in taking your own exam.

We do appreciate your kind cooperation.

Thank you. 😊

