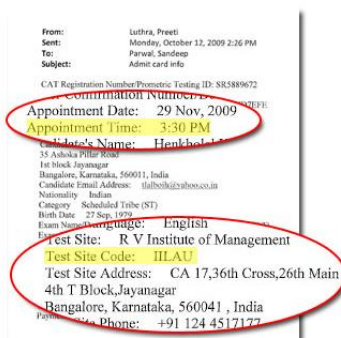


A Practical Guide to the CAT 2009 28 November – 7 December 2009

Reporting for the Test

You should arrive at your allocated test centre at least 2 hours before your scheduled appointment. This will allow time for security checks, identity verification and checking in.



If you have registered for Session 1 (morning session), you should be at the test centre by 8am. You must not arrive later than 8:30am. Testing will begin at 10am and end at 12:30pm.

If you have registered for Session 2 (afternoon session), you should be at the test centre by 1:30pm. You must not arrive later than 2pm. Testing will begin at 3:30pm and end at 6pm.

Please make sure you have your most updated Admit Card and check your date, time and test location carefully.

You will not be allowed to test if you arrive less than 1½ hours before your test time.

What to Bring

Candidates will need to bring:

1. CAT 2009 Admit Card
2. One acceptable form of photo-identification
3. Valid document as proof of SC/ST eligibility (if applicable)
4. Similar photo identification for scribe of a Differently Abled candidate (if applicable)
5. CAT 2009 Voucher



Acceptable forms of photo identification are Driver's license, Passport, PAN Card, Voter ID, College ID, Employee identification card, or a notarized Affidavit with Photo, Signature, Date of Birth and Residential Address. Candidates will not be permitted to take the test if photo identification and Admit Card is not presented. If the name has been changed due to events such as marriage, you must show the documents such as Marriage Certificate, Divorce Decree, Legal Name Change etc. and submit a photocopy at the time of the test, interview and at the time of joining a programme.



You will be required to keep any small personal items in a bag which will be stored away from the testing area. Candidates will not be permitted to take anything into the testing area, including but not limited to wrist-watch, pen, cellphones, calculators, etc. Do not bring bags, valuables or any large items to the test centre as Prometric will not be able to store these for you.

Differently Abled (DA) candidates who have been approved for special requirements such as wheelchair or hearing aid will need to bring along those devices. Only the magnifying screen will be provided by Prometric.

Getting to your Test Centre

Directions to each test centre will be made available on www.catiim.in closer to the testing window. Please ensure you allow for sufficient travel time. It might also be advisable to make a trip to your allocated test centre a day or two earlier to familiarise yourself with the location, travel time and traffic conditions. Look out for signs and staff wearing official CAT 2009 jackets to assist you once you arrive.



Security at the Test Centre

Identity checks will be made upon arrival at the test centre to ensure that there are no unauthorised candidates and that you are at the right test location on the right day and time. Please be patient, get in line and await your turn. Only registered CAT 2009 candidates will be allowed into the secured areas. Friends or relatives who accompany you to the test centre are not allowed to wait in the test centre or be in contact with you while you take the test.



Once your identity has been verified, you will be led to your designated testing seat. You will then be called up to a biometric check-in station for fingerprinting. At an adjacent station, your photograph will be taken and ID checked again before being led back to your seat.

During the test, a proctor will patrol the room and all testing sessions will be audio and video recorded.

Test Duration and Pattern

The actual duration of the test is 2 hours and 15 minutes. Candidates with scribe requirements will be scheduled for an extra hour. Prior to the test, there will be a 15-minute tutorial to familiarise candidates with the layout of the screen and functionality available during the test. Candidates are advised to go through this tutorial even if they have viewed the CAT Demo as it will demonstrate how you use a mouse, select, change or de-select your response, mark a question for review, move from one question to another, highlight text within a passage and end the test.

All candidates will start the test at the same time. Candidates are to remain at their seats for the entire duration of the test even if they complete their test early. No breaks will be given during the test. Candidates are advised to use the bathroom prior to check-in.

Each candidate will be seated at a desk with a computer terminal and he/she will be provided with scratch paper and pencils for calculations. Rough work cannot be done on any other paper/sheet, as nothing will be allowed inside the testing room. After the test, candidate must return the scratch paper to the test centre administrator who will then check you out.



The test consists of multiple choice questions that evaluate a candidate's quantitative, verbal, and logical & data interpretive abilities. There are a total of three sections and about 60 to 70 questions in the test. Test centre administrators are not allowed to answer any questions pertaining to the test content. If you do not understand a question on the test, you should answer the question to the best of your ability. There is no penalty for questions that are left un-attempted and negative points will be given for wrong answers.

Test Centre Facilities



All the CAT 2009 test centres have been specifically selected as they meet Prometric's standards for computer hardware and software, generators and uninterruptible power supplies (UPS), internet connectivity and security. All testing areas will be air-conditioned and provide individual testing seats with partitions on either side as well as the front, for privacy.

Getting Assistance

If you require any assistance during the test, please raise your hand and a test centre administrator will come to you.

Useful Tips and Techniques during the Test

Tutorial

Candidates are advised to go through the 15-minute tutorial prior to the start of the test which will demonstrate the following:

- Using a mouse
- Navigating around the screen – section and question number, on-screen timer, Next, Previous, Mark and Review buttons
- Attempting questions – how to select, change or de-select your response, or mark it for review
- Reviewing questions – how to see which questions have been completed, unanswered or marked, and moving to a specific question or reviewing all marked or incomplete questions
- Highlighting text – how to select and highlight any text within a passage for easy reference
- You will notice that the question number appears at the top centre of the screen

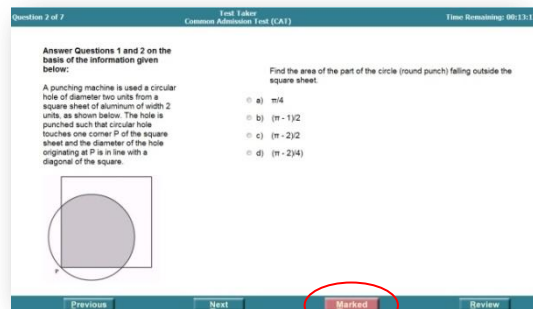
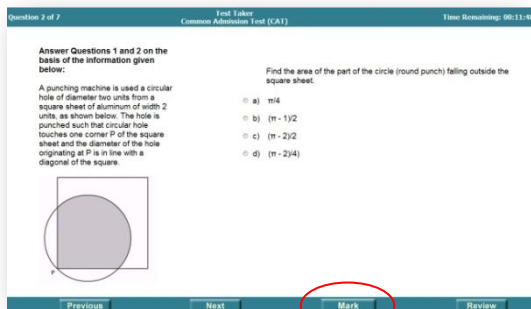
Highlighting text

If a question requires candidates to read a passage in order to answer questions related to it, there is a feature that allows you to highlight any text you may wish to refer to. To do this, use your mouse to point to the first letter of text you wish to highlight, then click and hold the left mouse button. While continuing to hold the left mouse button, drag the mouse to the right, highlighting letters as you go. Once the desired text is fully highlighted, stop moving your mouse and release the left mouse button. Please note that any highlighted text will **not** be retained once you move to another screen. There will be an opportunity during the tutorial to try out this highlighting feature.

To discover the relation between rules, paradigms, and normal science, consider first how the historian isolates the particular loci of commitment that have been described as accepted rules. Close historical investigation of a given speciality at a given time discloses a set of recurrent and quasi-standard illustrations of various theories in their conceptual, observational, and instrumental applications. These are the community's paradigms, revealed in its textbooks, lectures, and laboratory exercises. By studying them and by practicing with them, the members of the corresponding community learn the rules. The historian of science

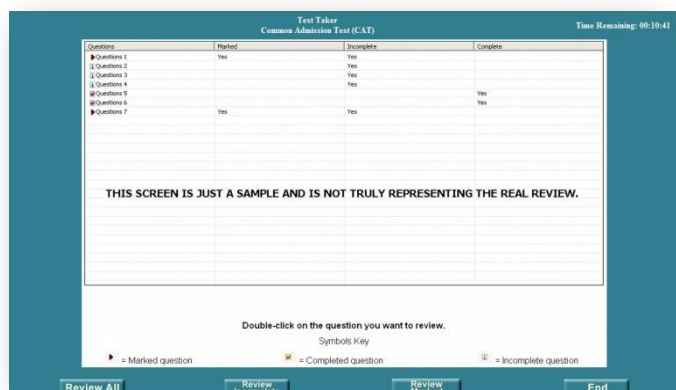
Marking questions for review

If you are unable to answer a particular question or unsure if your response is correct, you may 'mark' it and return to review it after you have gone through the rest of the questions. Simply click on the 'Mark' button on the bottom of the screen. Once clicked, the button changes to red so you know that it has been marked successfully. To unmark it, click the red 'Marked' button.



Reviewing questions

At any time during the test, you can go to the review screen to see which questions you have completed, not answered or marked. Click on the 'Review' button on the bottom of any question screen to do so. The review screen shows a list of all the questions, along with a symbol next to it which indicates if it is marked, incomplete or complete. From here, you can double-click on a particular question to go to it, or select 'Review All', 'Review Incomplete' or 'Review Marked' from the bottom of the screen.



Time management

The on-screen timer is found on the top right corner of every screen. This counts down from 2 hours and 15 minutes so what you see is the time remaining for you to complete the test. For example, 01:35:48 means the time remaining is 1 hour, 35 minutes and 48 seconds. Do check this timer regularly and allocate your time carefully to ensure you have sufficient time to attempt all the questions. The question number may be found on the top left corner of the screen.

Final checks

Allow some time to do final checks before ending the test.

Results

CAT 2009 scores will be available on the CAT website at www.catiim.in from 22 January 2010. Candidates must retain a print-out of their score card. Candidates short-listed by the IIMs for interviews for PGP will also be listed on the CAT website. Each IIM will send interview letters to short-listed candidates. Please refer to the individual IIM websites for their selection criteria.

Contingency Plans

Contingency plans have been put in place in the event of power outage, technical issues, medical outbreaks, natural calamities and terrorist attacks.

In the event of a power outage, or any other disruptions such as a computer crash, all of the candidates' responses are safely housed on the server's hard drive which is backed up by an uninterruptible power supply (UPS). When power is restored, or the candidate is transferred from the defective testing station to another computer, the test can be resumed exactly where the candidate left off, with no loss of time on the test.

If, under any circumstances, testing cannot take place on a particular day, candidates will be contacted by Candidate Care and rescheduled.

Useful Links



- <http://www.youtube.com/watch?v=zaKHWpiFToE> – a brief presentation video of what to expect on test day
- <https://iim.prometric.com> – to request for resend of your CAT 2009 Admit Card and/or Application
- www.catiim.in – information on CAT 2009, IIMs selection process, CAT 2009 results, directions to the test centres (*coming soon*).

Candidate Care

The Interactive Voice Response System (IVRS) and phone support will be available 9am – 6pm, Mondays to Saturdays, until the end of the CAT 2009 testing window (7 December 2009). FAQs are available on the CAT website at www.catiim.in. For inquiries that are not provided in the FAQ, please call 1800 103 9293. Webmail support is also available until candidates receive their score reports. Queries received by webmail will be responded to within 48 hours. Visit <http://www.prometric.com/IIM-CAT/contactus>.