



山东文化产业职业学院  
Shandong Cultural Industry Vocational College



# 2020 年高考单招和综合评价考试

## “云考场” 考生使用手册

# 1、考前

## 第一步：登录

1. 打开学校在线面试系统网址；

<https://ykc.hanwangjiaoyu.com/user/login/SDWENHUA1>

2.选择角色：我是考生；

3.选择考试类别；

4.输入手机号；

5.填写短信验证码。



## 第二步：下载移动客户端

1. 使用智能手机扫描移动客户端下载二维码；

2. 根据步骤进行安装。

## 第三步：查看学校、专业公告

1.通过学校、专业公告了解考试要求。

The screenshot shows the 'Cloud Exam Hall' interface. At the top right, there is a user profile for '小明'. Below the header, there are two main sections: 'Download Windows Dual-Channel Client' and 'Scan QR Code'. A red box highlights the 'School Announcements' and 'Institutional Announcements' tabs, which are both currently inactive ('暂无公告'). Below this, there is a 'Identity Verification' section with a file upload area for documents. At the bottom, there is a table titled 'My Exam Hall' listing one exam session.

日期	考场名称	考场状态	操作
1979-04-28 14:00-15:00	计算机科学与技术 <small>双通道</small>	● 进行中	人脸识别 进入候考区

## 第四步：核对考场

1. 查看考场的日期时间、考场名称等信息，若有疑问及时跟学校管理员取得联系。

The screenshot shows the 'Cloud Exam Hall' interface. At the top, there's a header with the logo and the text '欢迎来到测试考场1 | 信息与通信工程学院云考场'. On the right, there's a user profile icon for '小明'. Below the header, there are two main sections: one for downloading the Windows双通道客户端 (Windows Dual-Channel Client) and another for scanning a QR code to download the mobile client. A '公告' (Announcement) section indicates '暂无公告' (No announcements). In the center, there's a '身份认证' (Identity Verification) section with a note about uploading related materials. At the bottom, there's a table titled '我的考场' (My Exam Hall) listing the exam hall details:

日期	考场名称	考场状态	操作
1979-04-28 14:00-15:00	计算机科学与技术 <span style="background-color: #ffffcc;">双机单头</span>	* 进行中	人脸识别 进入候考区

## 第五步：身份认证

1.将学校要求在复试中资格审查的相关资料进行上传并提交；

The screenshot shows the 'Cloud Exam Hall' platform. At the top, there's a navigation bar with a user icon labeled '小明'. Below it, a banner says 'Welcome to the test exam hall | Information and Communication Engineering College Cloud Exam Hall'. It includes instructions to download the Windows dual-channel client and a QR code for the mobile client. On the right, there are 'School Notice' and 'College Notice' tabs, both currently showing 'No notices'. A red box highlights the 'Identity Verification' section, which asks for uploaded materials related to school requirements. Below this, under 'My Exam Hall', there's a table with one row: Date (1979-04-28 14:00-15:00), Exam Hall Name (Computer Science and Technology), Status (In Progress), and Operations (Face Recognition, Enter Waiting Room).

2.等待学校管理员审核；

3.若审核不通过需要重新提交材料。

This screenshot shows the 'Identity Verification' submission page. It displays a message about uploading materials and a file named '文档.docx' is listed for upload. There are 'Upload' and 'Submit for Review' buttons at the bottom.

## 第六步：下载 Windows 双通道客户端（应急方案 5.15 上线）

1.点击下载按钮下载双通道客户端；

The screenshot shows the 'Cloud Exam Hall' platform. At the top, there's a header with the logo and a user profile for '小明'. Below the header, a central area displays a red-bordered box containing a download icon and the text: '请提前下载Windows双通道客户端以备不时之需' (Please download the Windows dual-channel client in advance for emergencies). It also includes a note: '【注】安装后桌面不会出现软件的快捷方式。考试时间到时，点击“进入应急考场”按钮后会自动调起该软件' (Note: After installation, no shortcut will appear on the desktop. When the exam time arrives, clicking the "Enter Emergency Exam Hall" button will automatically open the software). A QR code is provided for scanning. To the right, there are sections for 'School Announcements' and 'College Announcements', both currently empty. Below these, there's a section for 'Identity Verification' with the message: '请根据学校要求上传相关材料（最多可上传10个文件），若未要求可忽略' (Please upload related materials according to school requirements (up to 10 files), if not required, ignore). An 'Upload' button is available. At the bottom, there's a section titled 'My Exam Hall' listing one exam hall entry:

日期	考场名称	考场状态	操作
1979-04-28 14:00-15:00	计算机科学与技术 双通道	* 进行中	人脸识别 进入候考区

2.根据提示进行安装。

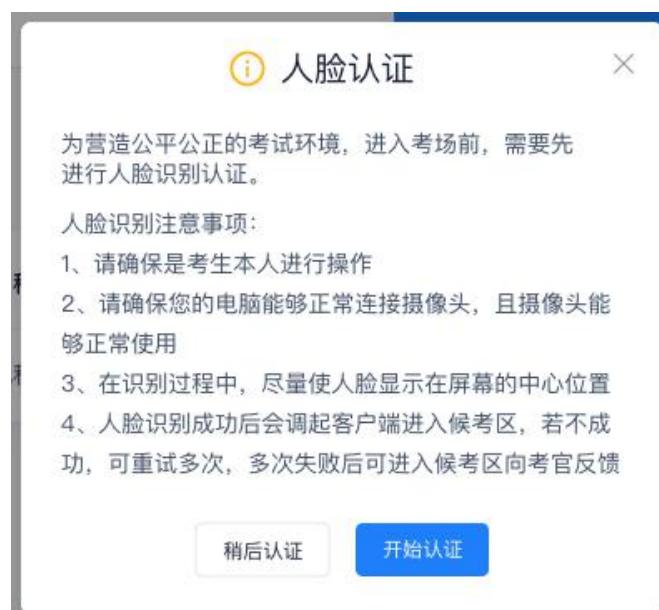
## 2、考中

### 第一步：人脸识别

1.考试开始时，考生需要点击“人脸识别认证”按钮进入，需要允许获取摄像头权限；



2.阅读人脸识别须知；



3.进行活体检测和人脸识别认证；



4.系统对接公安部数据，若认证成功可进入候考区，若认证失败可点击“重试”。**若一直认证失败也可进入候考区，但在考官界面会提示“人脸识别认证未通过”，考生须将身份证原件在面试中展示给考官，进行“人证对比”。**考试过程中，考官可以查看人脸识别时的截图，确保面试考生是参加人脸识别考生本人，避免替考。

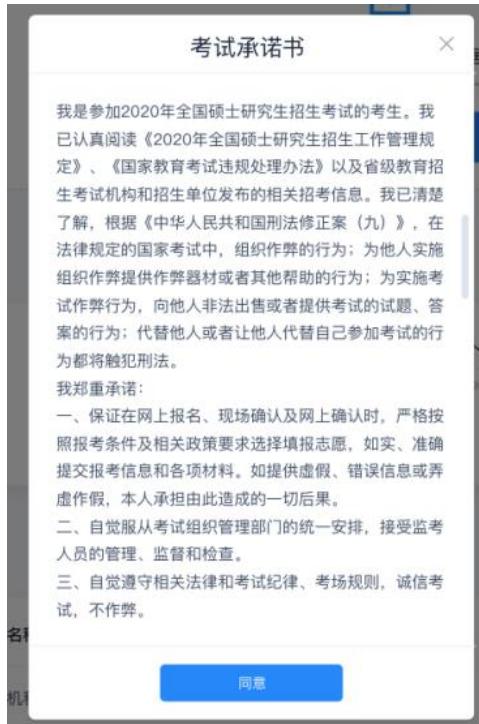


## 第二步：进入候考区

1.点击“进入候考区”按钮；

The screenshot shows the 'Cloud Exam Hall' interface. At the top right, there is a user profile icon for '小明'. Below the header, there are sections for download links and QR code scanning. A large central box is titled '身份认证 (未上传)' (Identity Verification (not uploaded)). It contains instructions to upload relevant materials and a 'Upload' button. Below this is a section titled '我的考场' (My Exam Hall) with a table showing one exam session: '1979-04-28 14:00-15:00' for '计算机科学与技术' (Computer Science and Technology). The status is '进行中' (In Progress), and the operation column shows '人脸识别' (Facial Recognition) and a red-bordered '进入候考区' (Enter Exam Hall) button.

2.考生在进入前需要先同意考试承诺书；



3.同意考试承诺书后，考生就会进入到候考区。**当候考官没有上线或者候考官正在跟别的考**

**生进行通话时，考生无法看到候考官画面；**

4.考生在候考区可以进行设备调试；



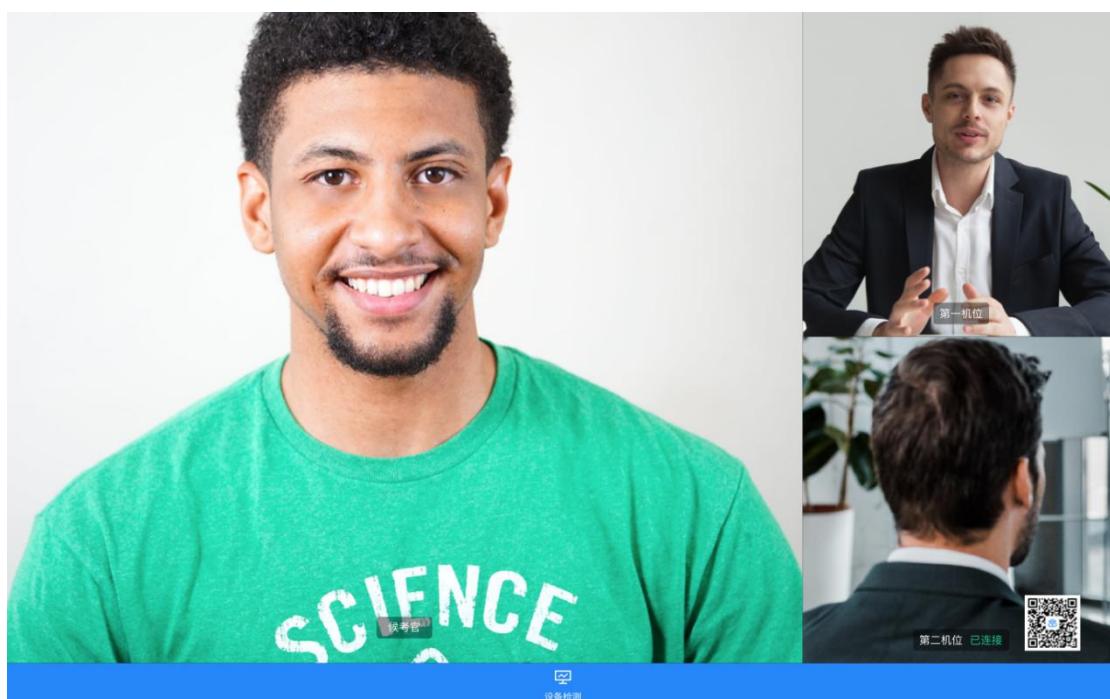
5.若当考试要求使用双摄像头进行面试时，考生需要打开云考场移动端扫描该页面提供的二

**维码加入第二摄像头，考生须将手机屏幕锁定设置成“永不”，避免考试期间因手机锁屏造**

**成第二摄像头无法提供视频画面的情况；**

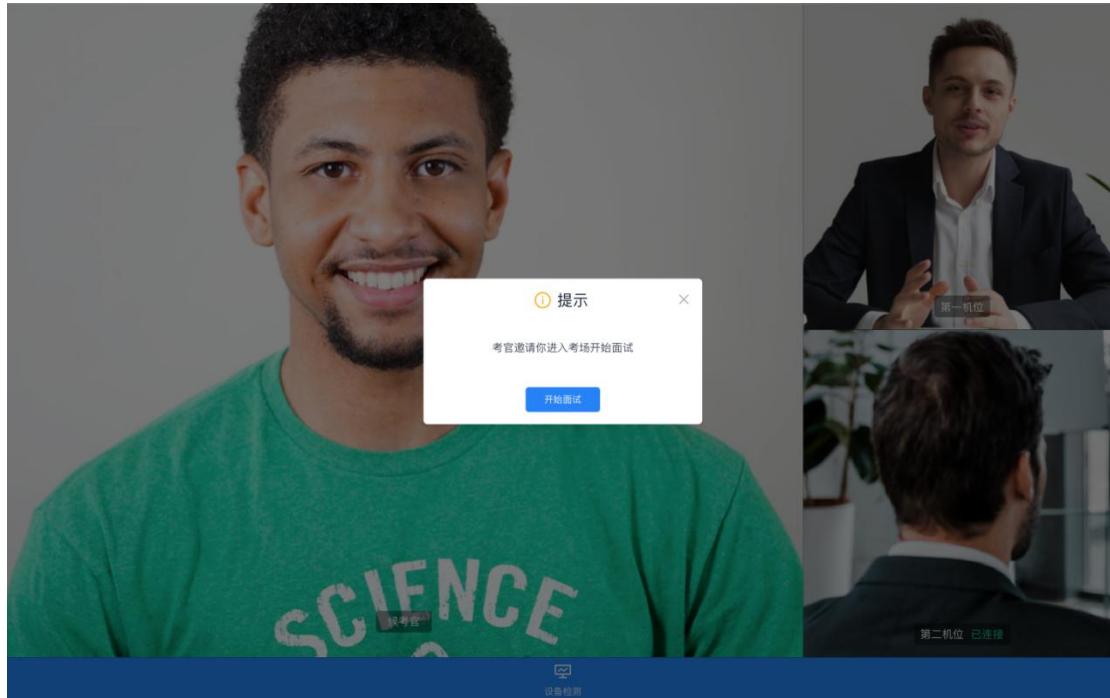


6.当候考官选择与该生进行对话时，考生可以看到候考官的画面并与候考官进行音视频交流。

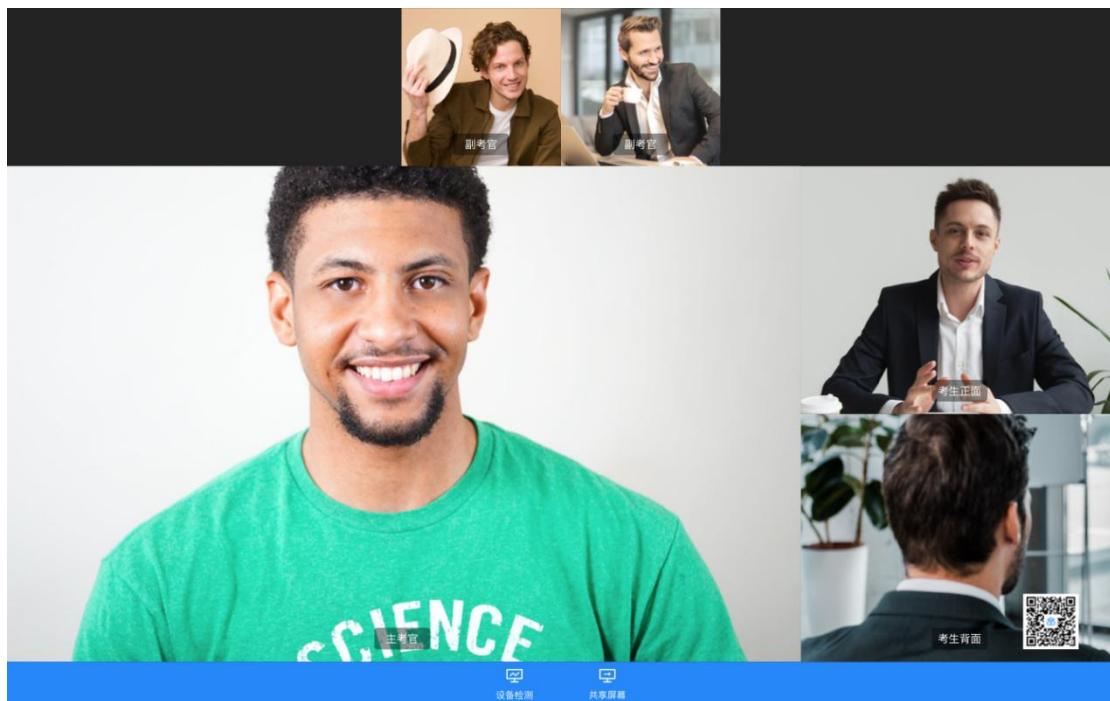


## 第三步：进入考场

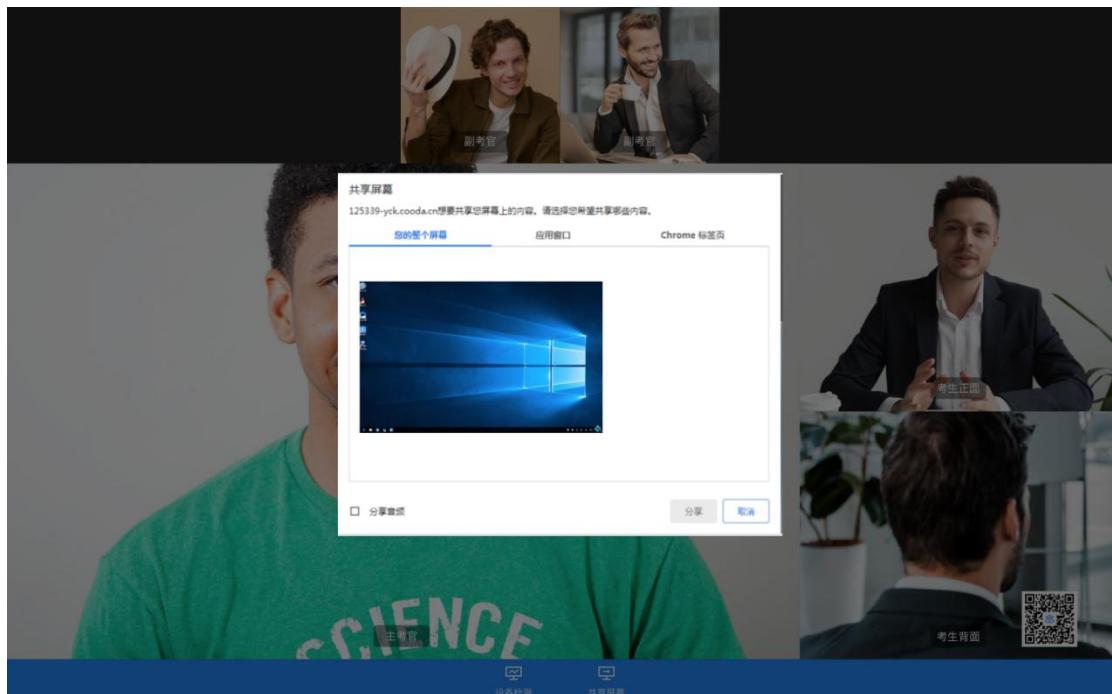
1.当轮到该生进行面试时，该生在候考区会**收到面试邀请**；



2.点击**进入考场**按钮，考生会从候考区切换到考场进行面试，学校将对面试进行全程录制，存档留用。请考生注意着装整齐，不要带耳环、戒指等首饰；

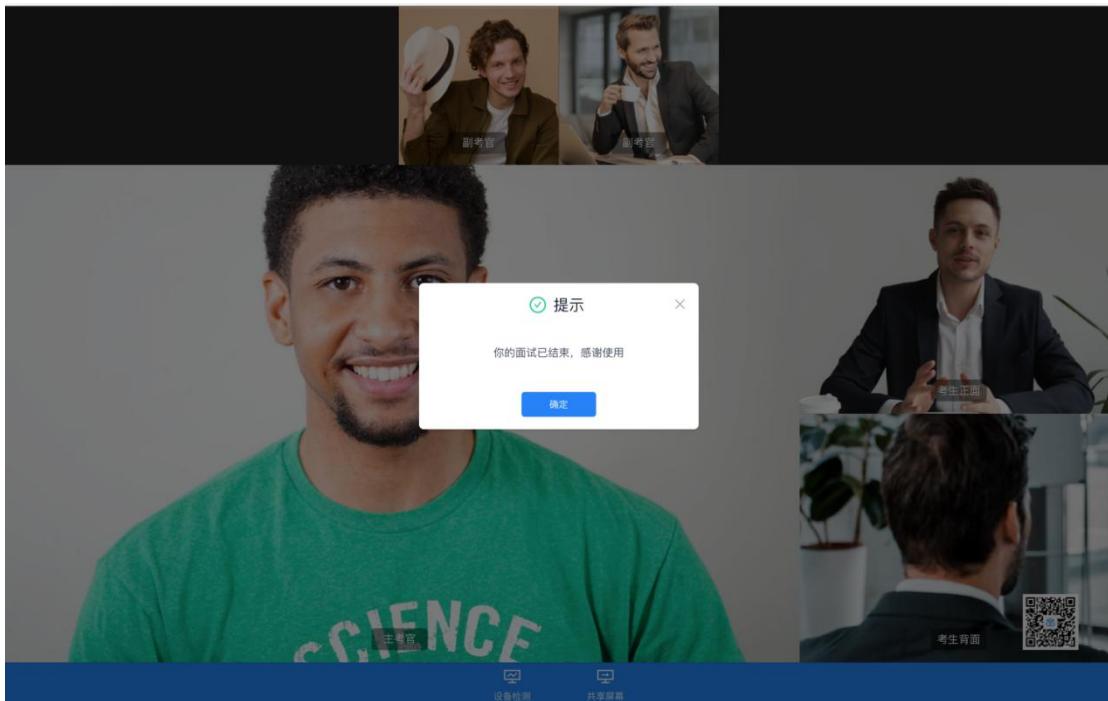


3. 考生可以**共享屏幕**供考官观看，在面试过程中因断电、断网等情况导致异常退出，若间隔时间很短，可重新登录系统继续参加考试（考官可先邀请其他考生面试，待考生重新进入后再邀请该生），若间隔时间较长，可联系学校管理员说明情况。



### 3、考后

1.面试结束时，考生会收到**面试结束提醒**；



2.点击“关闭考试”按钮退出考场。