

ExamMonitor Student Guide

ExamMonitor assesses your actions and environment during exams by facial recognition, eye movement tracking, video and audio. The incident reports from ExamMonitor include full video/audio of each student taking the exam, with incidents described and time stamps of each occurrence.

To avoid being flagged for suspicious behavior during exams, follow these instructions.

Before the exam

- Make sure your camera and microphone are recognized by the software before you access exam. Inactivating or suppressing video or audio while taking an exam is highly suspicious behavior.
- Disconnect external cameras and mics - use built-in resources only, if available.
- Remove all textbooks, notes, or other materials from your workspace.
- Turn off your cell phone.
- Remove headphones/earbuds.
- Use the bathroom before your test!

During the exam

Do's

1. Take the exam alone.
2. Take exams indoors in a secure, well-lit room where interruptions are limited.
3. Make certain your entire face is visible for the full duration of the exam.
4. Wear modest clothing (including shirts, please).

Don'ts

1. Do not use hard copy scratch paper - ExamSoft *Notes/Feedback* allows you to type notes during exam.
2. Do not read exam questions out loud.
3. Do not look away from your laptop monitor or keyboard.
4. Do not get up from your computer for any reason until your exam is complete.
5. Do not use cell phone at any time.
6. Do not have background noise or motion.
7. Do not talk to anybody.
8. Do not use earbuds or headphones. Wearing ear plugs is acceptable.
9. Do not wear a hat or headbands.