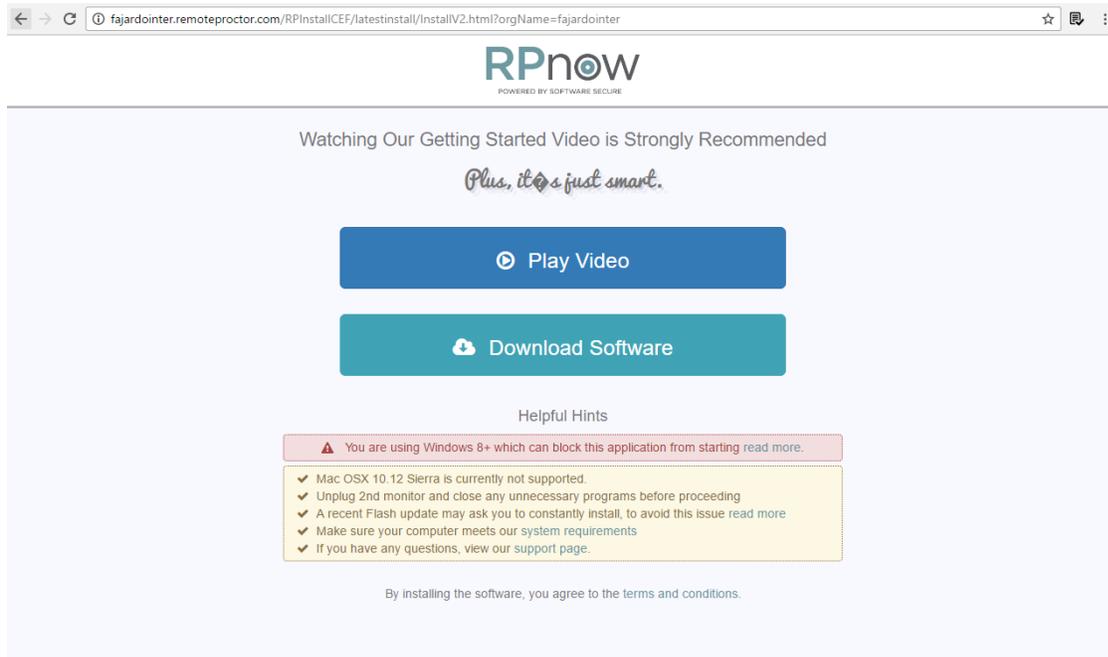


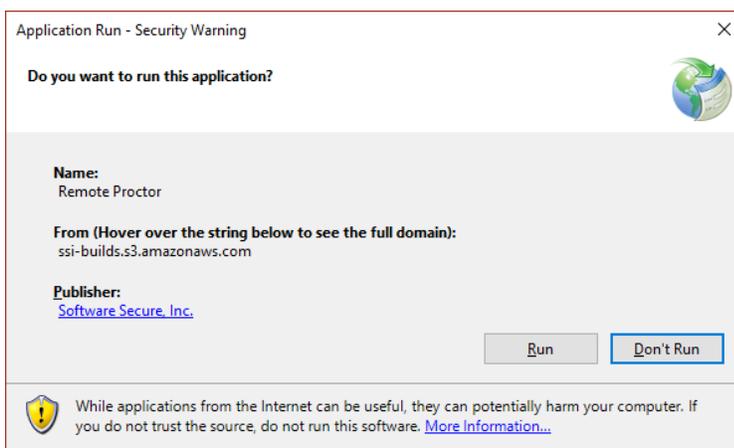
EDUCOSOFT REMOTE PROCTOR NOW STUDENT GUIDE

Open a web browser and enter the custom URL provided by your Institution (Ex: <http://fajardointer.remoteproctor.com>)

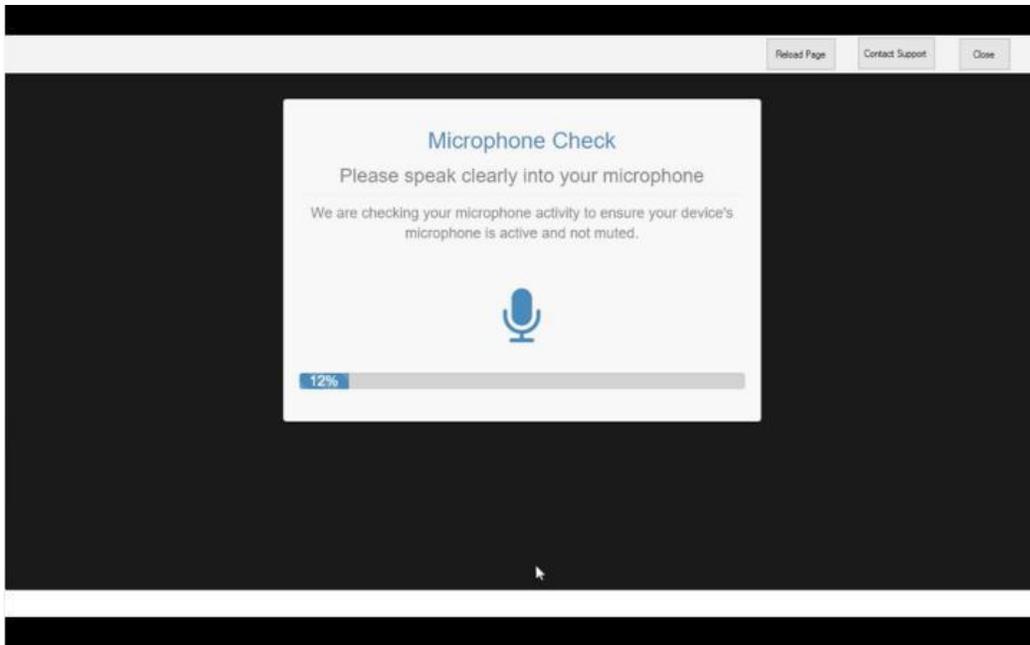
Click “Download Software” in order to download the necessary software to proceed to the exam.



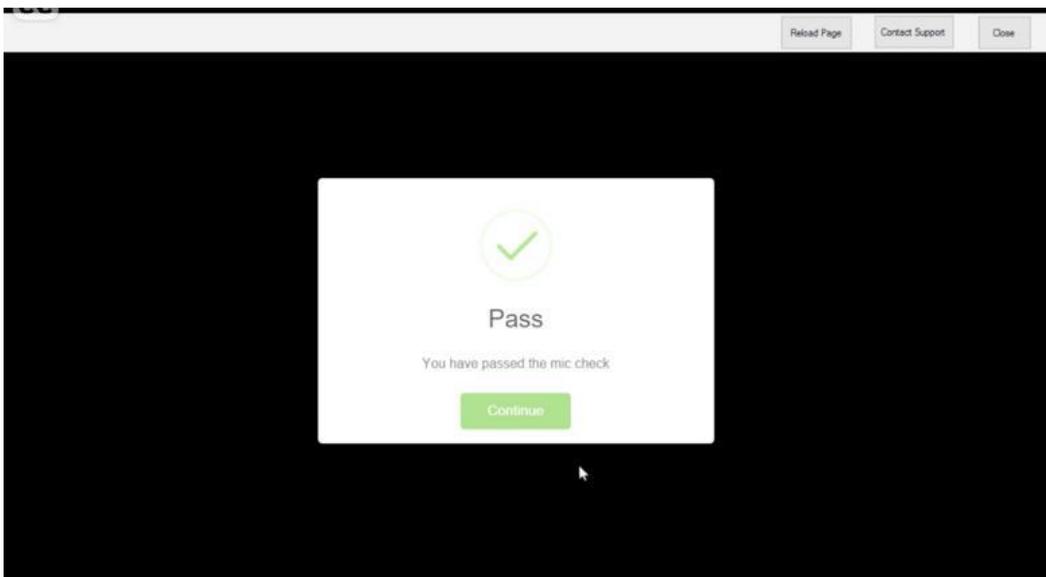
Depending on your operating system, click “Run File” or “Save File” on the download window. Access your default download folder to run the program and finish installing.



You will be prompted to check your computer’s microphone capabilities. Speak into your microphone in order to test that you have a working microphone.



Once you pass the microphone check, click "Continue".



Select your instructor and exam name. **Make sure it is accurate.**

Remote Proctor v2.0.6.3

Reload Page Contact Support Close

Software SECURE RPNOW
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REMOTE PROCTOR NOW INSTRUCTIONS:

Please follow the steps below to take your exam.

1. Select your exam sponsor and exam name. Make sure it is accurate, otherwise, you will not be able to access your exam.
2. Flash - If you do not have flash, you will be prompted to install. Once the flash dialog box appears, you must choose allow and remember. You will need to check these settings only once.
3. Carefully read the exam rules.
4. Follow the interview steps.
5. Log into your Course Management system using your school provided credentials. Unless otherwise instructed by your Organization, do not click the insert password button to enter your password.
6. Navigate to your exam and once on the exam password page, click the insert password button located at the top to insert the password. If your exam has opened in another window, you might need to click the insert password button on the first window.

NOTE: If the password states that it is incorrect, start over and confirm your exam sponsor and exam selection. If the problem continues, contact your school.

Continue to display this message.

Next

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Fill in the required Test Taker Information. Click “Next”.

Remote Proctor v2.0.6.3

Reload Page Contact Support Close

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EXAM INFORMATION

*Pick Your Exam Teacher/Sponsor or Course: [dropdown]

*Pick Your Exam: [dropdown]

If you cannot find your organization, teacher, course or exam in the above dropdowns, please contact your organization.

TEST TAKER INFORMATION

Collecting test taker's information for the purpose of performing video review.

NOTE: You must enter your First and Last Names EXACTLY as they appear on the ID you intend to use so you won't be flagged for your name not matching the ID Photo provided.

*First Name: Student [input] *Last Name: 2 [input]

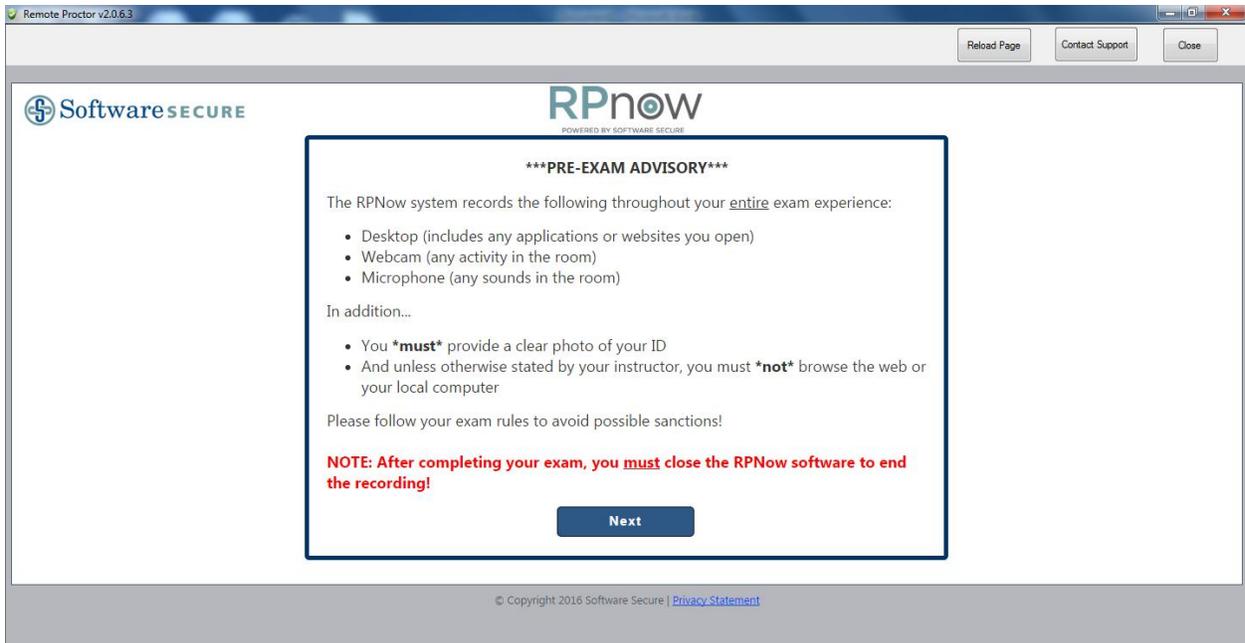
*Email: student2@rpn.com [input] Phone No: [input]

Your phone number will be only used to contact you for support.

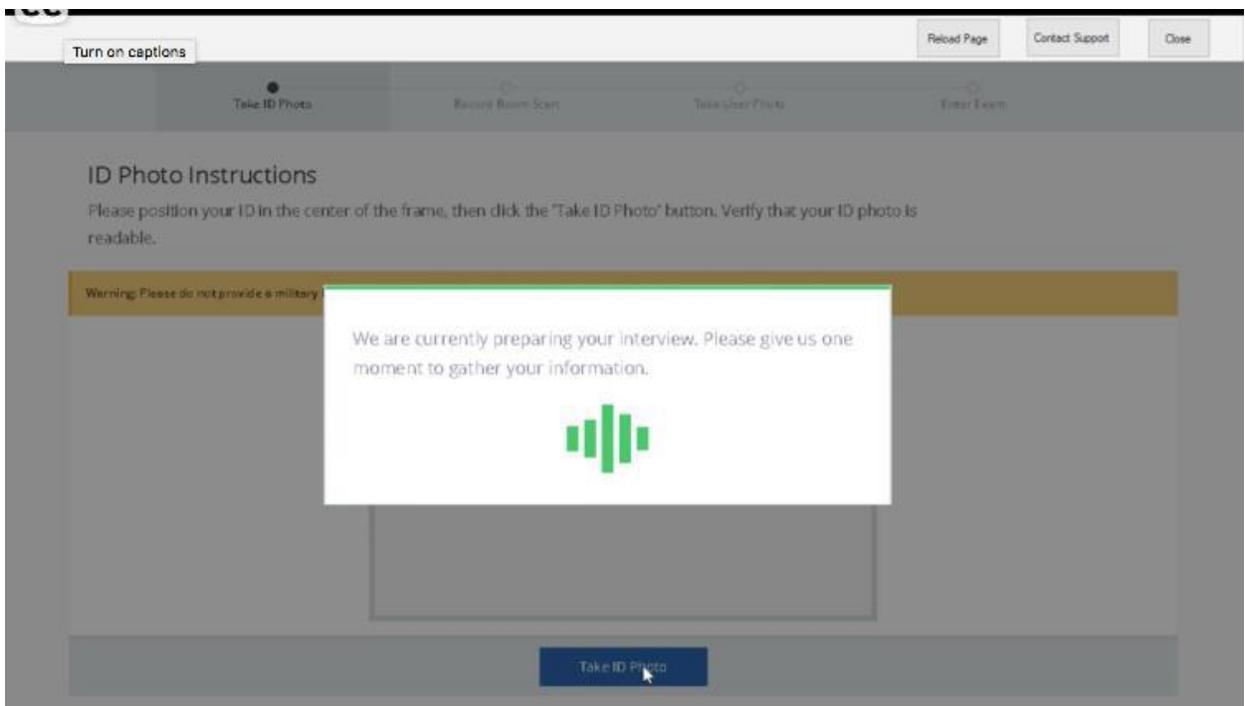
Next

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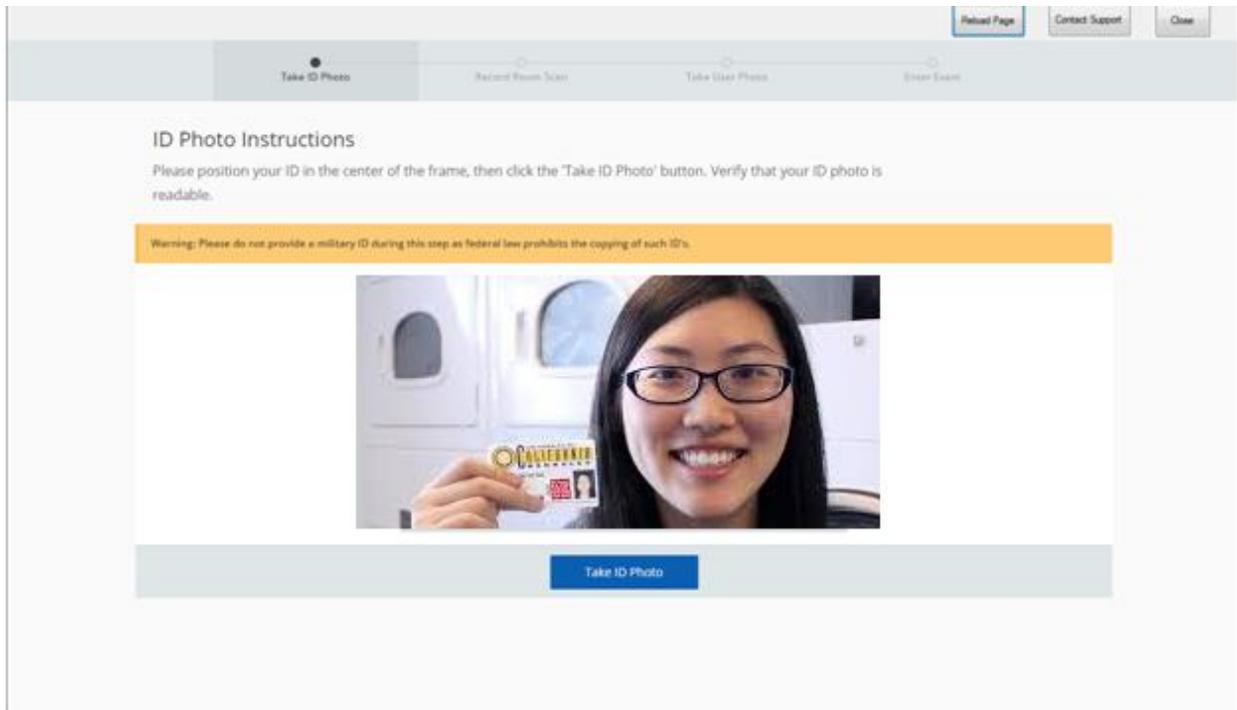
Carefully read the exam rules before proceeding.



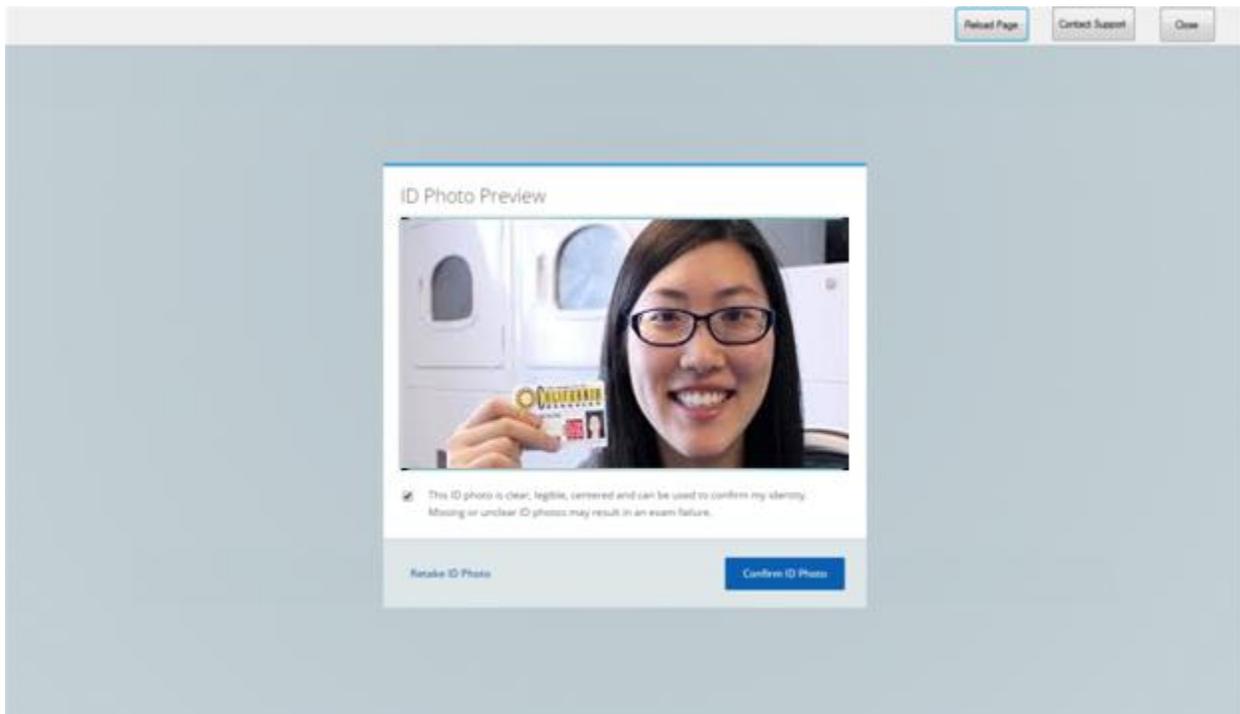
Follow the interview steps. If your interview does not load properly, click “Reload Page” at the top of the webpage.



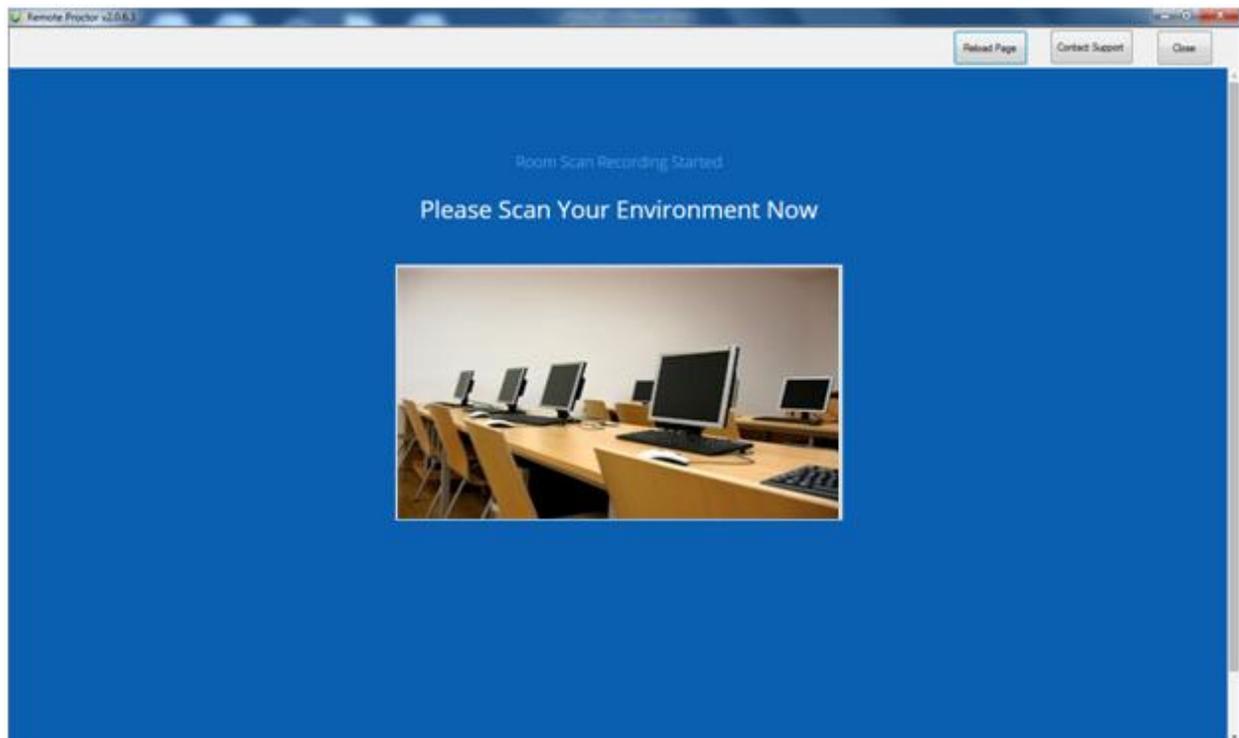
Provide a picture of your school ID photo. **Make sure it is clear and easy to read.** Click “



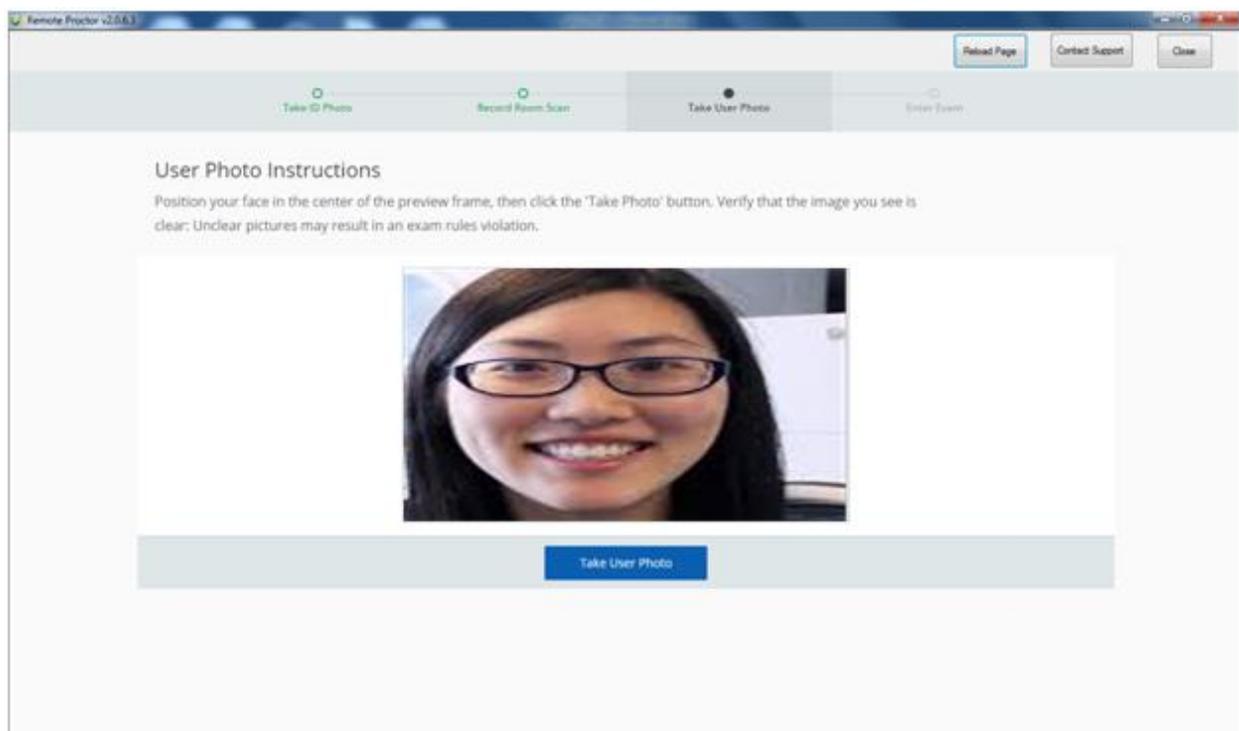
Click "Confirm ID Photo"



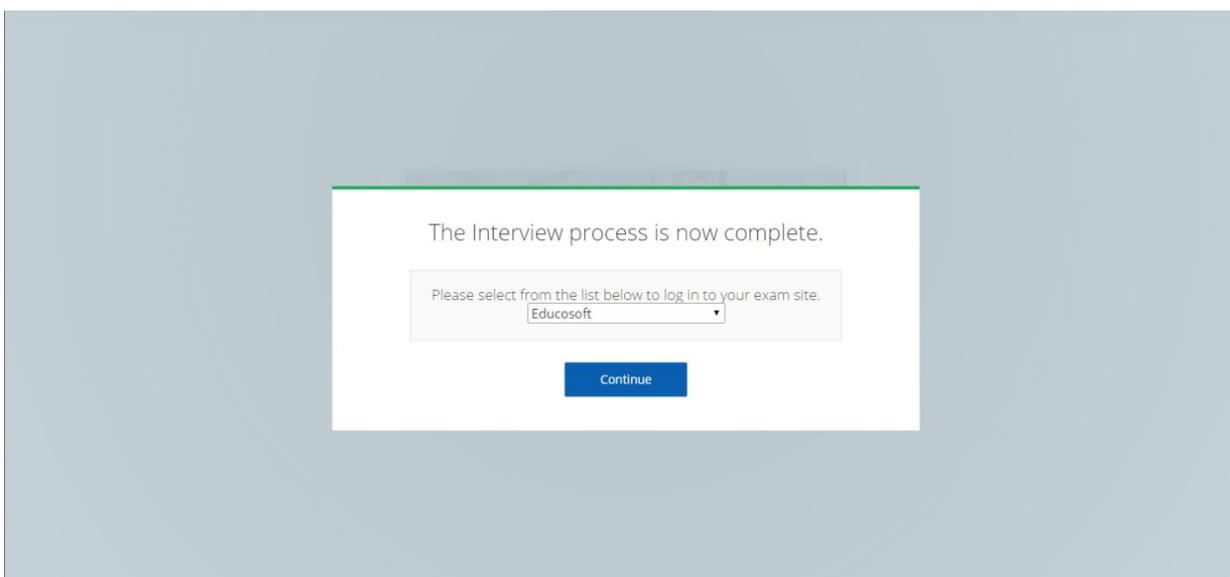
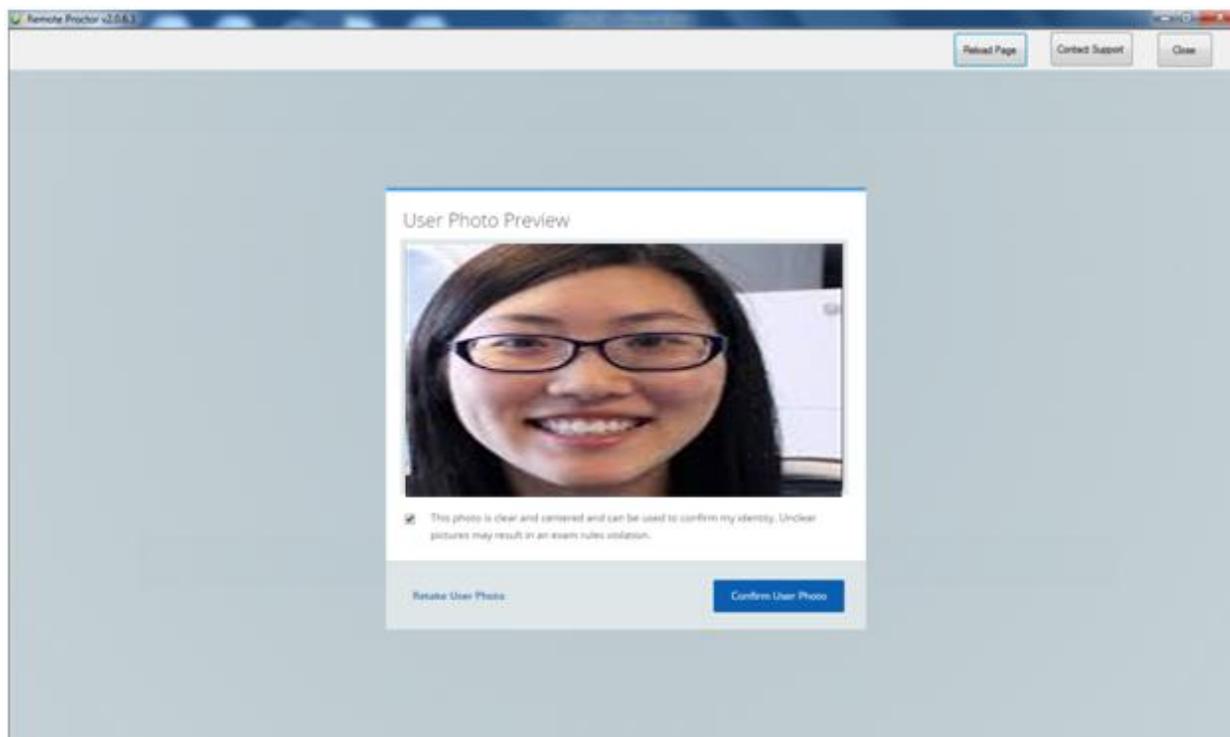
Provide a scan of the environment you are taking the test. You will be asked to scan your desk, as well as the floor to ensure there is no other material around you.



Provide a user photo. **Make sure it is a clear photo.**

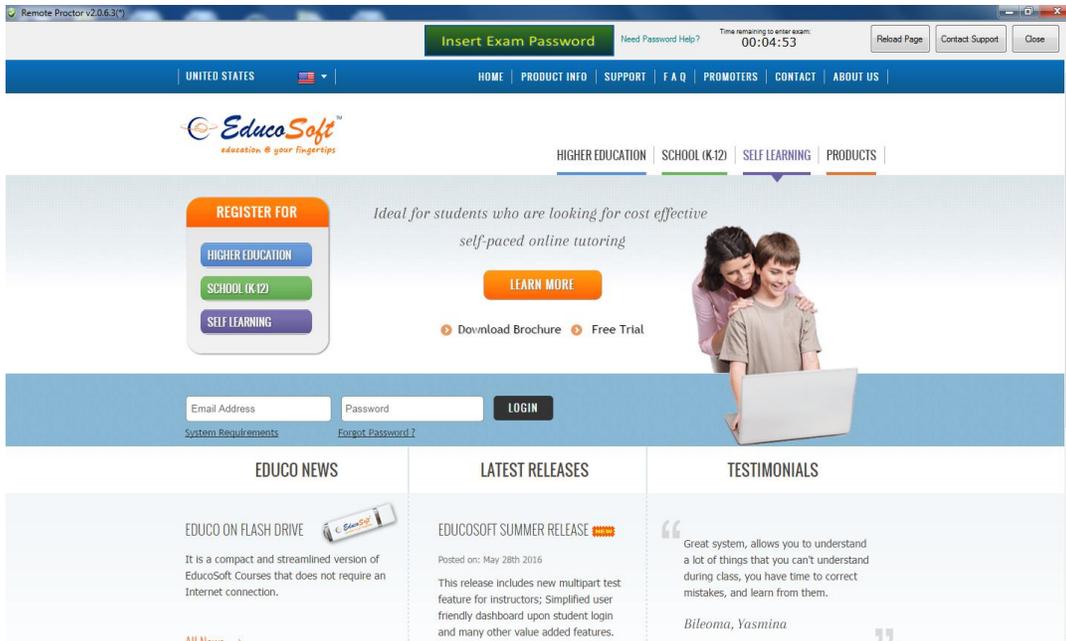


Click "Confirm User Photo".

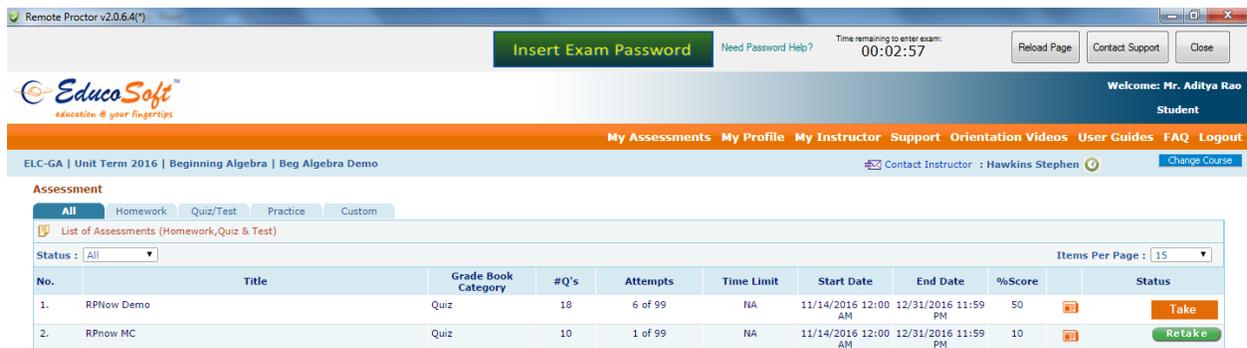


EducoSoft website comes out

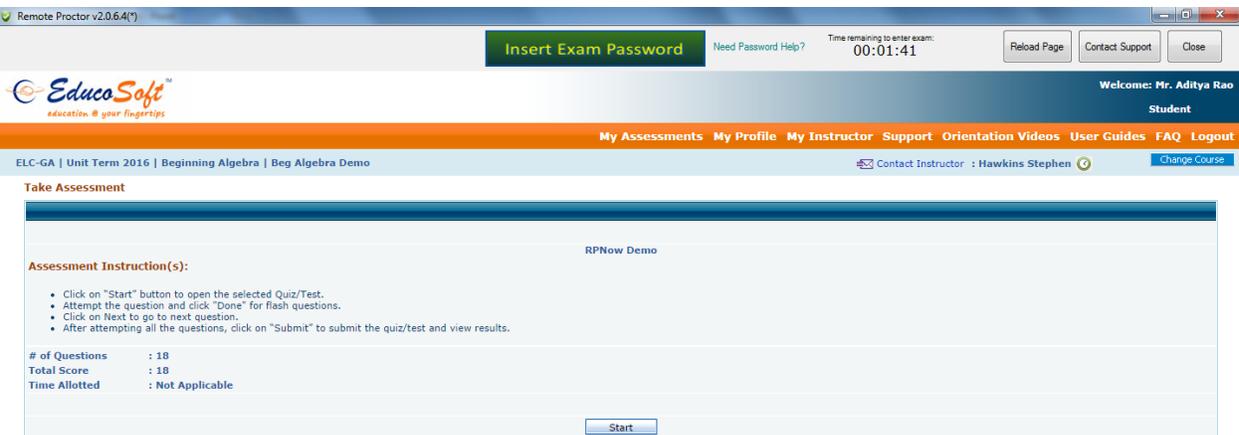
Log in to your exam via **Educosoft** with your typical username and password.



Navigate to your exam in **EducoSoft** by clicking on **My Assessments** menu.



Click on **Take** button



Click on **Start**

The screenshot shows the RPNOW exam interface. At the top, there is a header with the EducoSoft logo and the text "Education @ your fingertips". The main content area displays a question: "1) Find the product : 18(-5)". Below the question are four multiple-choice options: a) 90, b) -90, c) -124, and d) 124. The interface includes a navigation panel on the left with a grid of question numbers (1-18) and a legend for "Not Attempted" and "Attempted". At the top right, there is a "Time remaining to enter exam: 00:00:43" and buttons for "Reload Page", "Contact Support", and "Close". The bottom of the interface has "Previous", "Next", and "Submit Assessment" buttons.

Once you are in the exam, RPN is recording video and running background security. **Make sure you submit each answer response.** Recording will continue until you click “Close” at the top of the webpage.

You may see a webpage that confirms that you properly exited your exam.

