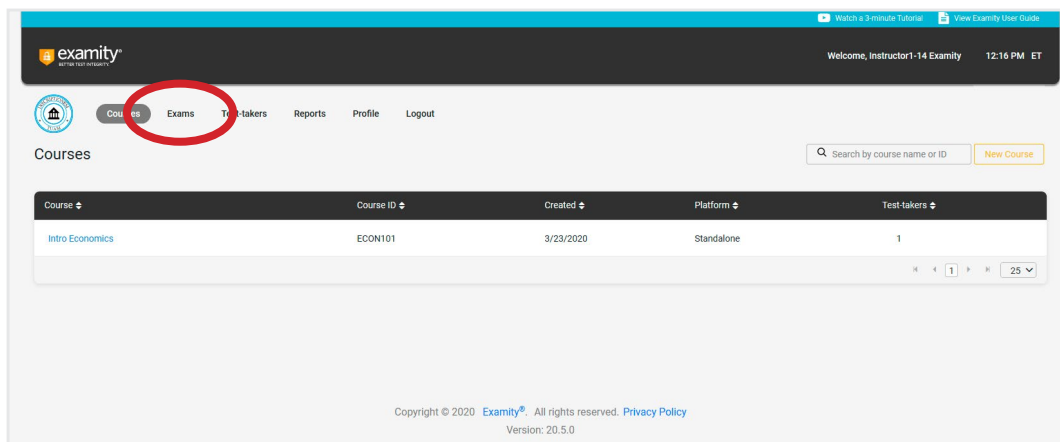


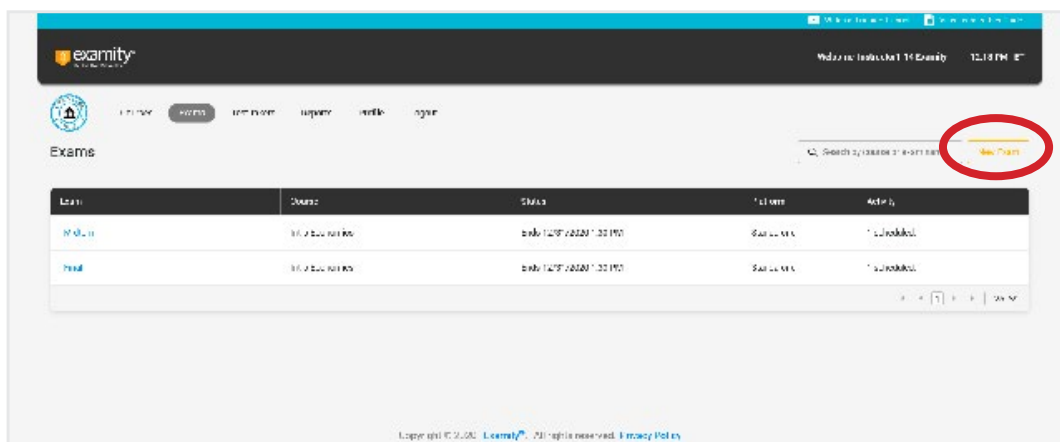
Proctoring for Third-Party Exams

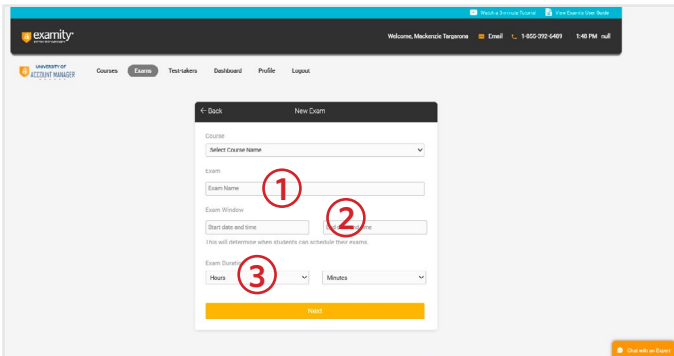
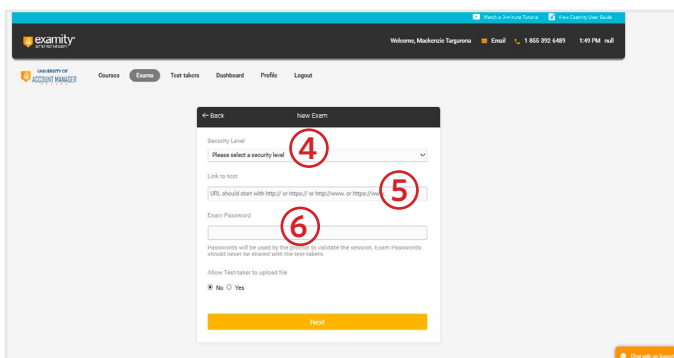
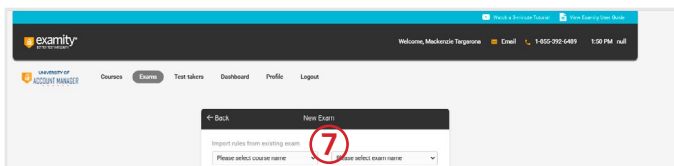
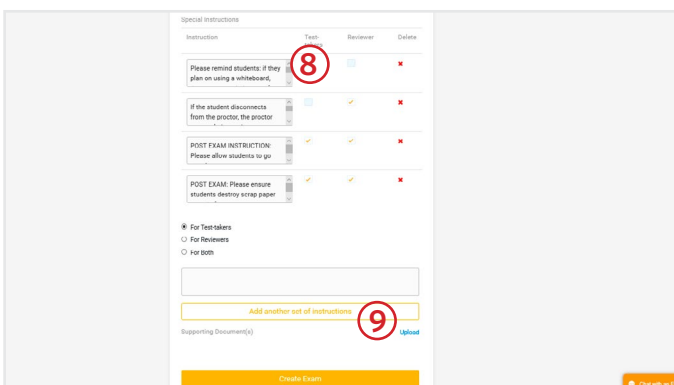
Eximity can proctor a test from a third-party platform.

Once your course has been imported, go to your Eximity Dashboard. Click, “Exams.”



For each test, you will need to select “New Exam”.



In each exam shell, complete the following components:

1. Exam Name
2. Date and time over which test is open
3. Duration of the test
4. Security Level
5. Link to Test: Add a link to the third-party platform in which students will take their test. You should only add the URL here. Any additional instructions about navigation can be added to the special instructions box in Step 8.
6. Exam password. Make sure the password you enter in Eximity matches the password you have given the exam in the testing platform.
7. Select additional test rules.
8. Add any special test instructions. You may also import instructions from an existing exam.
9. Click "Save Exam"

NOTE:

It's important to give specific navigation and support special instructions for third-party automated assessments.

General guidelines:

- Provide the steps to access the test, including the location of the module or exam
- Provide Eximity chat and phone support details
- Separate the instructions into a step by step process (students will be required to agree to each rule prior to beginning their exam)

Here's a sample set of special instructions:

- The exam will be administered in McGraw-Hill Connect
- After authenticating, student MUST log into McGraw-Hill Connect using their personal credentials
- Once in Connect, the student MUST navigate to their exam and follow the prompts in Eximity
- The exam is located in the left-hand navigation under modules
- If assistance is needed, contact Eximity at 855-392-6489, option 1 or Live Chat