## **Student checklist for Proctorio Assessment**

## Before you start the assessment, use the checklist below to ensure a successful assessment experience:

- Use a desktop or laptop computer, plugged in power supply if possible. NO iPads, tablets, or phones can be used.
- □ Make sure the desktop or laptop computer with minimum recommend 4GB of RAM.
- Use the Google Chrome browser with the Proctorio extension installed.
  (<u>Download Proctorio extension</u>).
- □ Check microphone (internal or external) functionality.
- □ Check webcam (internal or external, webcam alternatives) functionality.
- Use a wired internet connection if possible. If using Wi-Fi, make sure you have a strong and consistent signal.
- Find a well-lit quiet space. You may be asked for a room scan.
- □ Have a Student ID card available.
- □ Close all apps you may have open.
- □ Close all other tabs on your Chrome browser.
- □ Clear your browsing history in Chrome.
- Restart your computer (recommended at least 24 hours prior to assessment time in case of required updates)
- □ For Mac users, allow Chrome to access Screen Recording.
- □ Make sure to open the assessment only after the start time and not before.