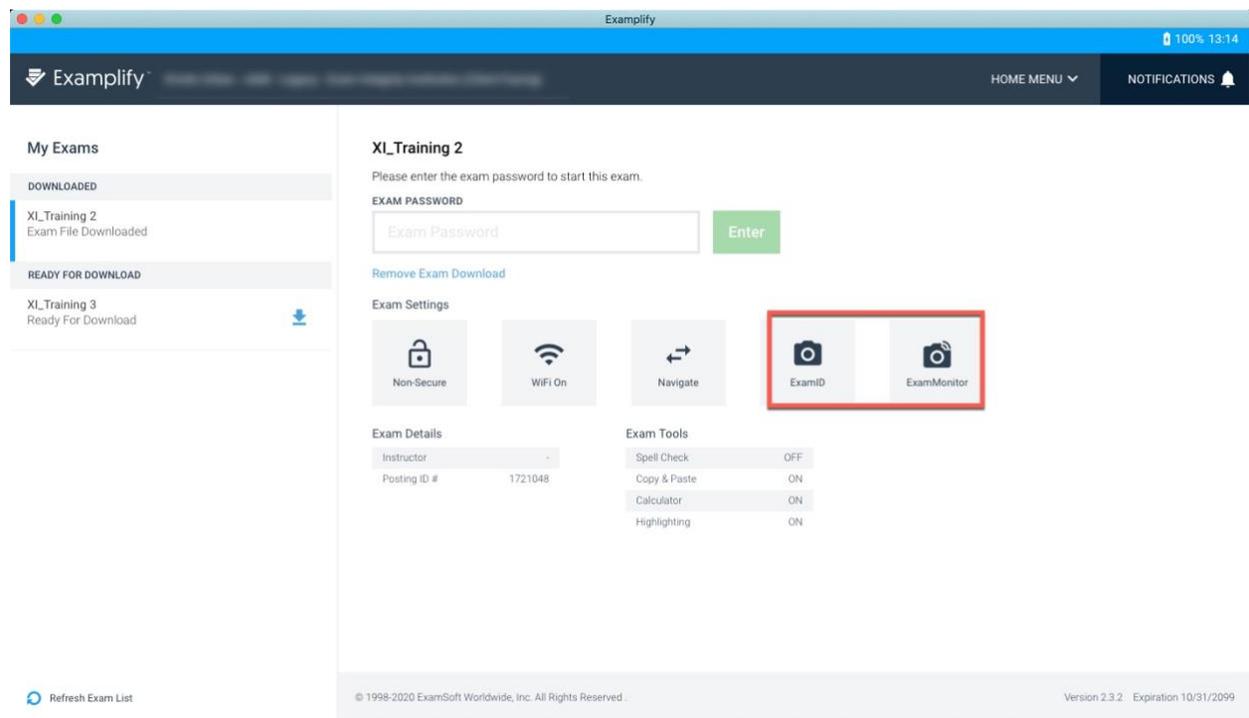# Examplify with ExamID and ExamMonitor

How-To

Examplify 2.3.4 (or higher) now contains software for remote proctoring called ExamID and ExamMonitor. ExamID is the software that will validate you as a student and ExamMonitor is the software that will proctor your assessments.
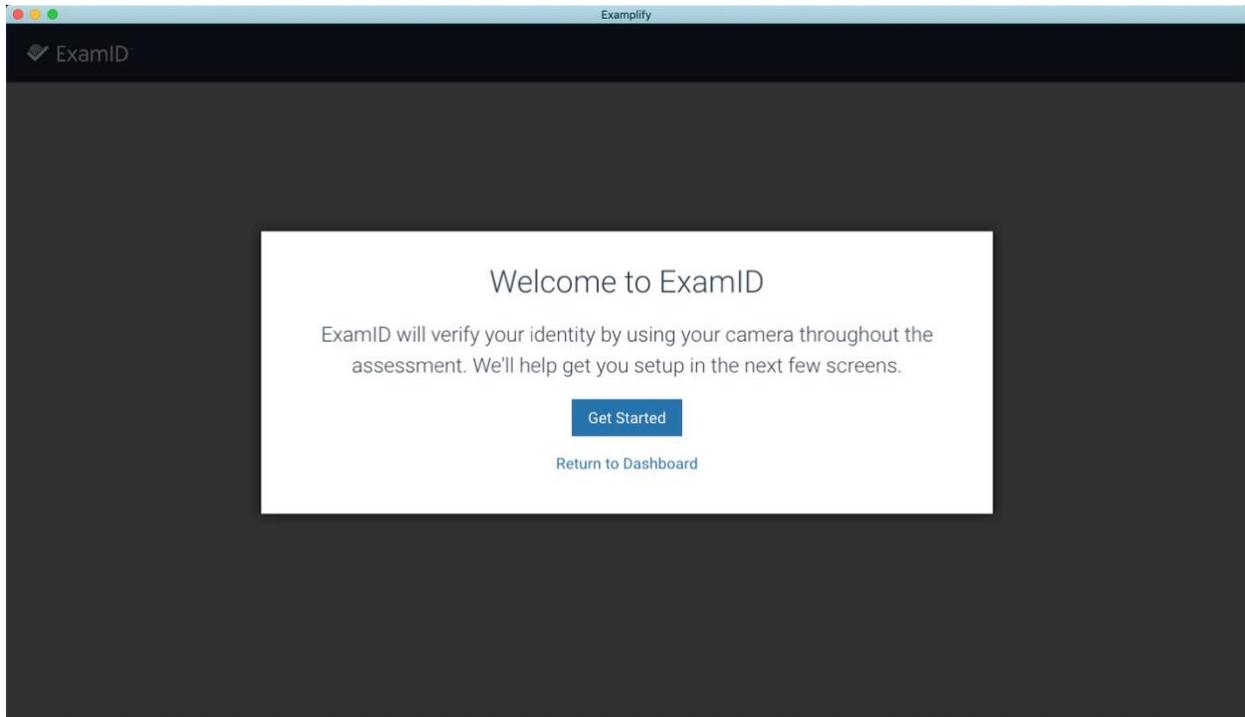
The following guide will give you a tutorial if using an assessment with both ExamID and ExamMonitor enabled.
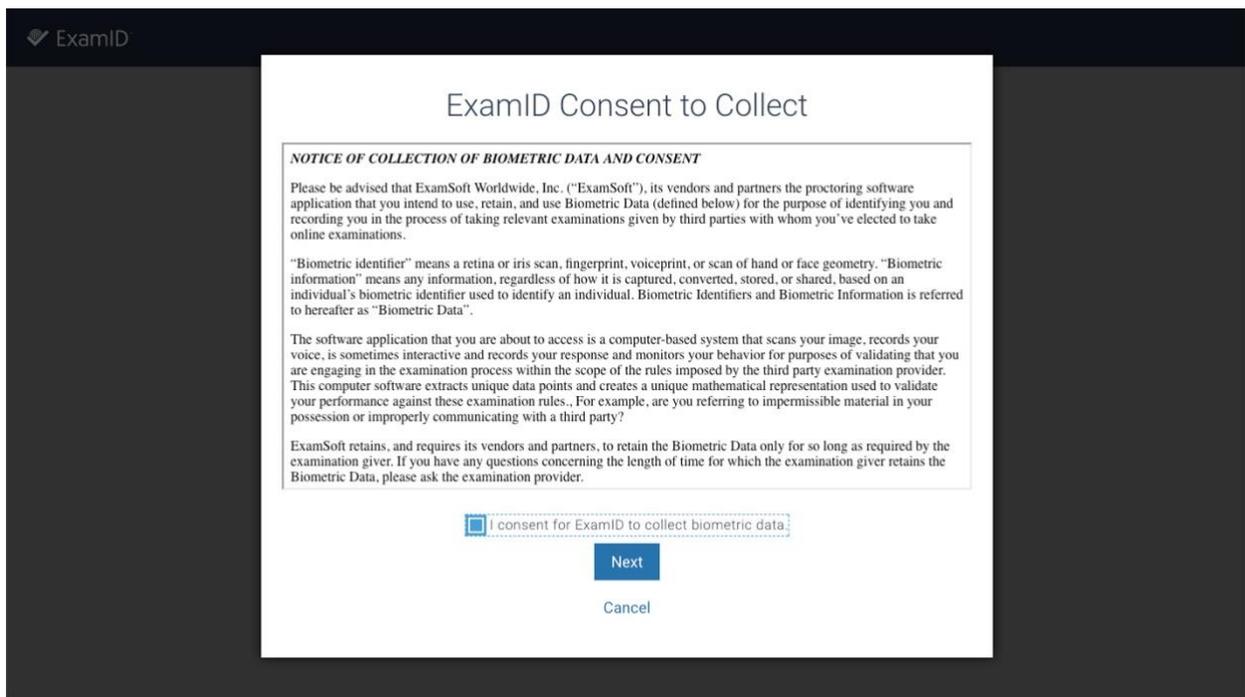***

When you download Examplify for Windows or Mac using version 2.3.6, you will now notice you may have exams that have ExamID or ExamMonitor enabled have these icons on the dashboard.

The first time you use this new software, after you click Enter to begin your exam, you will see a 'Welcome to ExamID' screen. You can click on **Get Started** to continue.   If you have already taken your baseline photo, you will begin at the section that takes your photo and will not be asked to agree to consent or setup camera permissions again.

Next, you will see the Biometric Consent to Collect. You will need to agree to this by clicking the **checkbox** and clicking **Next.**
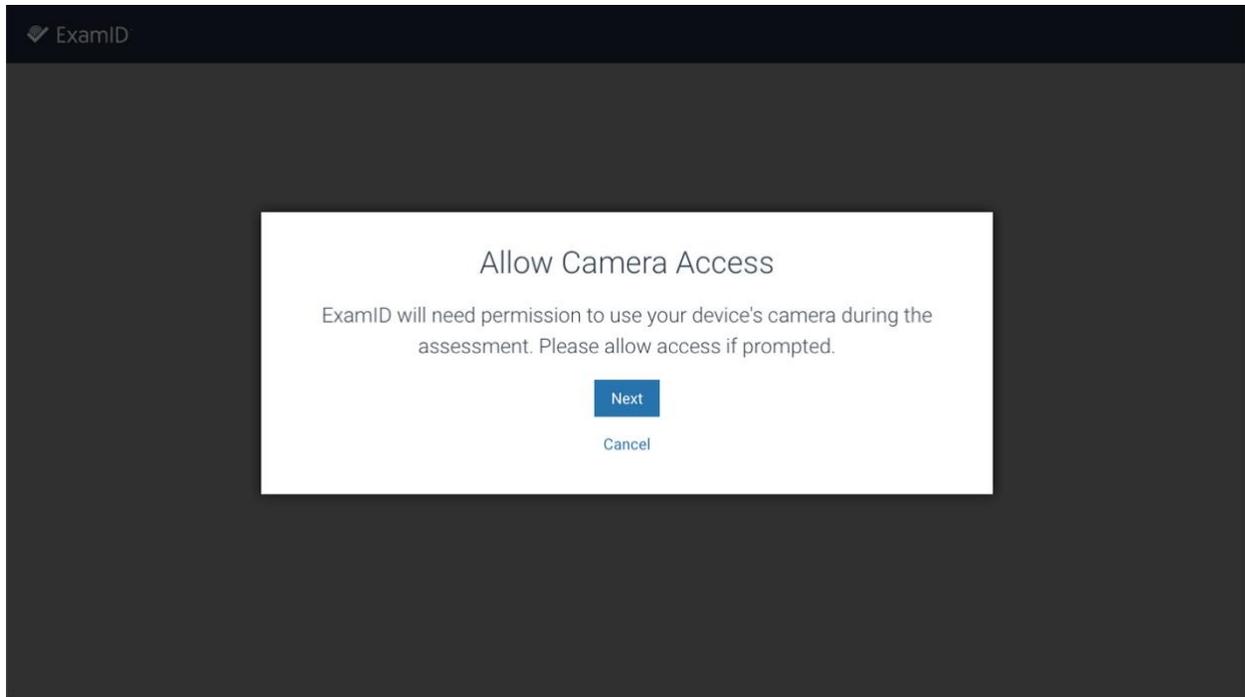

Next, we will begin to ask you for various permissions including camera and microphone access. If you are a Mac device, you may also be asked for Disk Access. For a list of permissions, please navigate to these links:
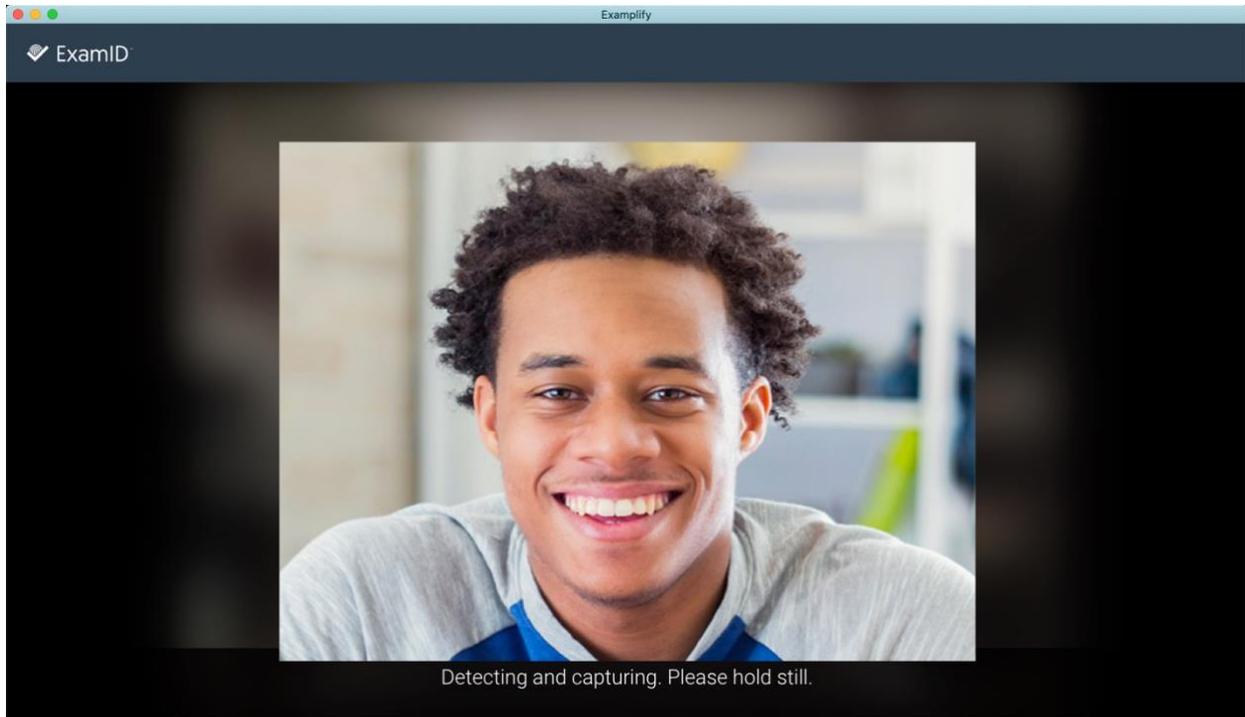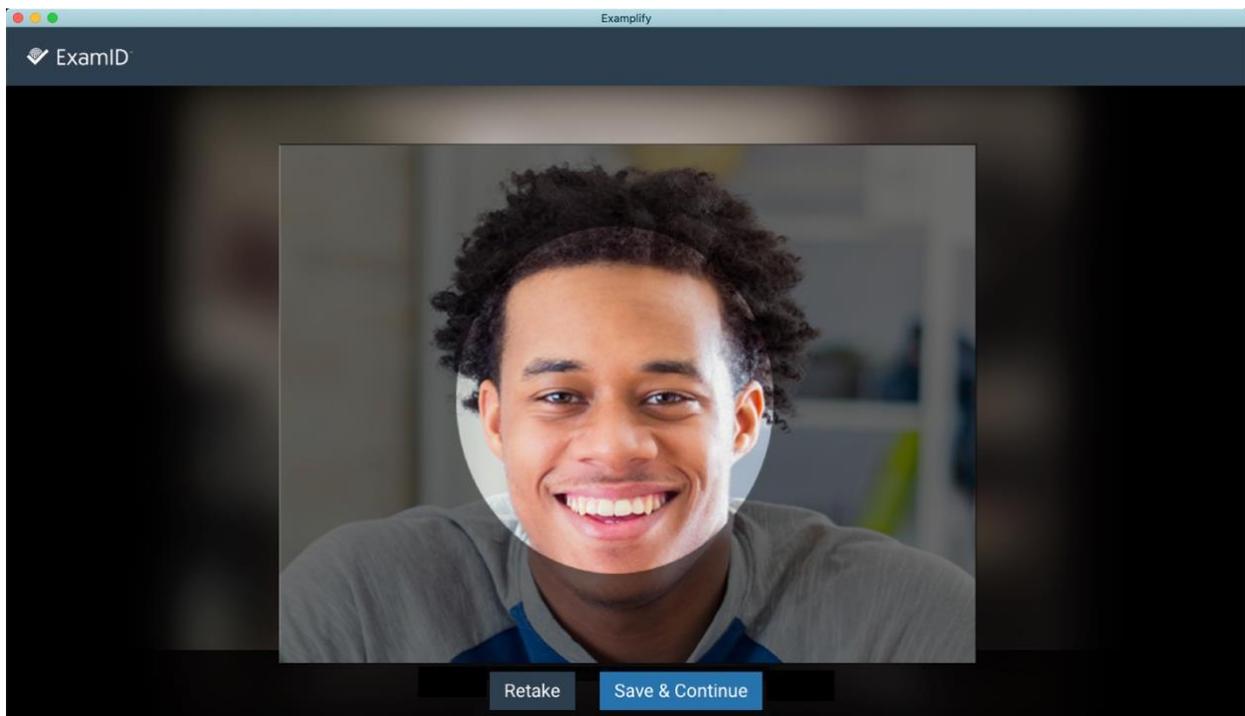
[Mac Permissions](#)

[Windows Permissions](#)

Click **Next** to allow the system to request these permissions and make sure you click **OK** when permissions are requested. If you deny permissions, you will be forced to enter a resume code to begin the assessment.

Once permissions have been granted, Examplify will attempt to take your photo. Remain still so that the camera can take a good photo.
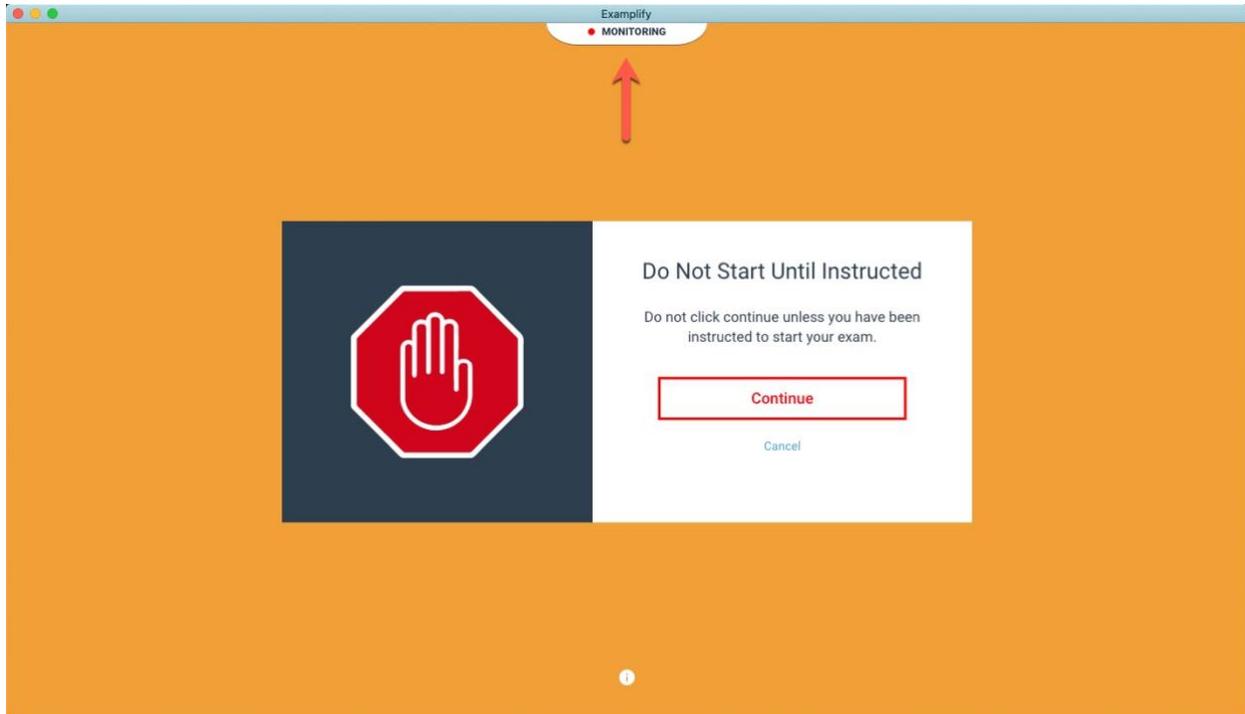
If it is able to successfully auto-detect your face, a circle will be placed around your face and you can then click **Save & Continue.** If the image looks blurry, you can click **Retake** to take another photo.

From here, the photo will process and then you will be ready to begin your assessment.
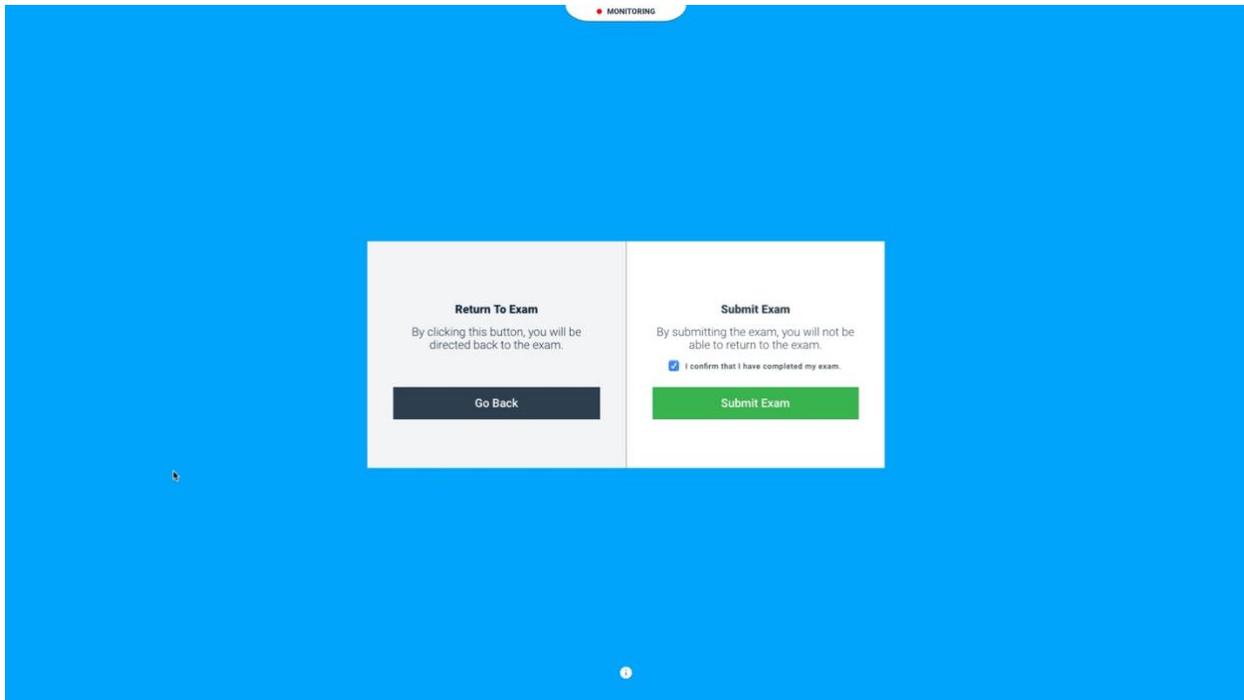
Next, you will move into ExamMonitor. There is nothing for you to do here, but you will see a few changes to Examplify.

At the top of the screen, you will now notice an eyebrow pull-down that says **Monitoring**. If you click on this, you can see your live video feed. Clicking anywhere in Examplify will exit this screen and return you back to Examplify. Additionally, you will notice that your camera light is on. Make sure you do not have your webcam covered to prevent any proctoring errors in your exam.
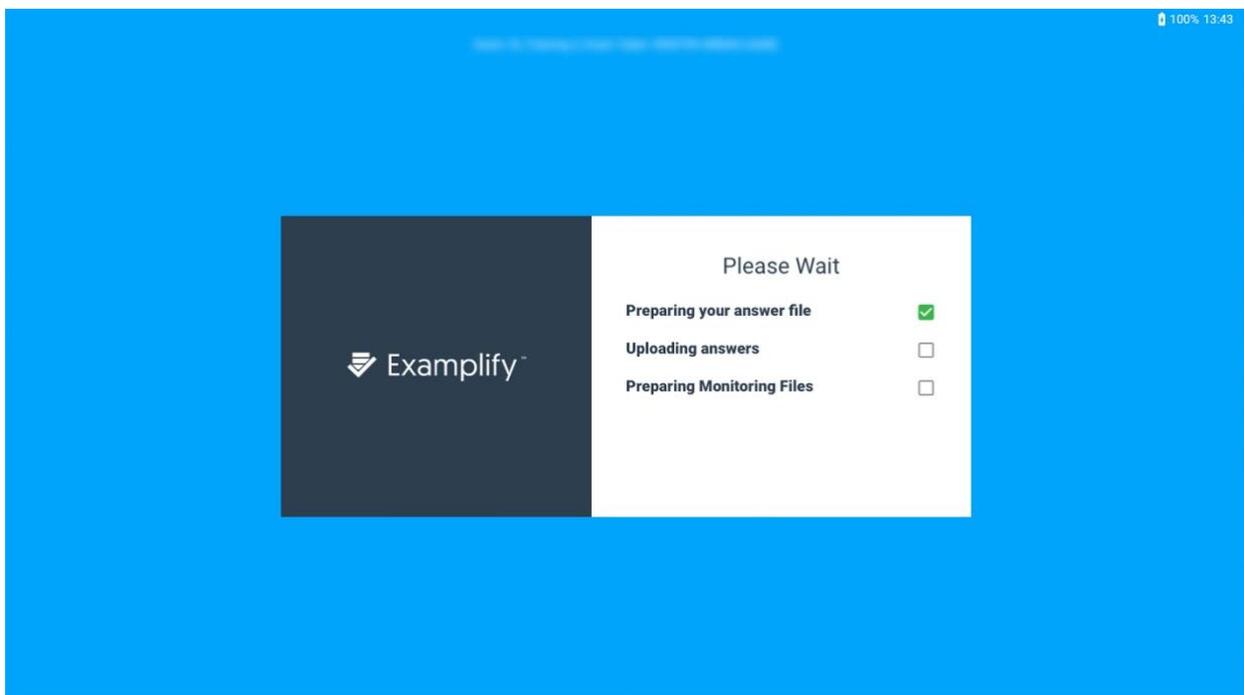

Continue to take your assessment as normal. When you are finished with your assessment, click **Finish** or click the Home Menu and click **Submit Exam**.
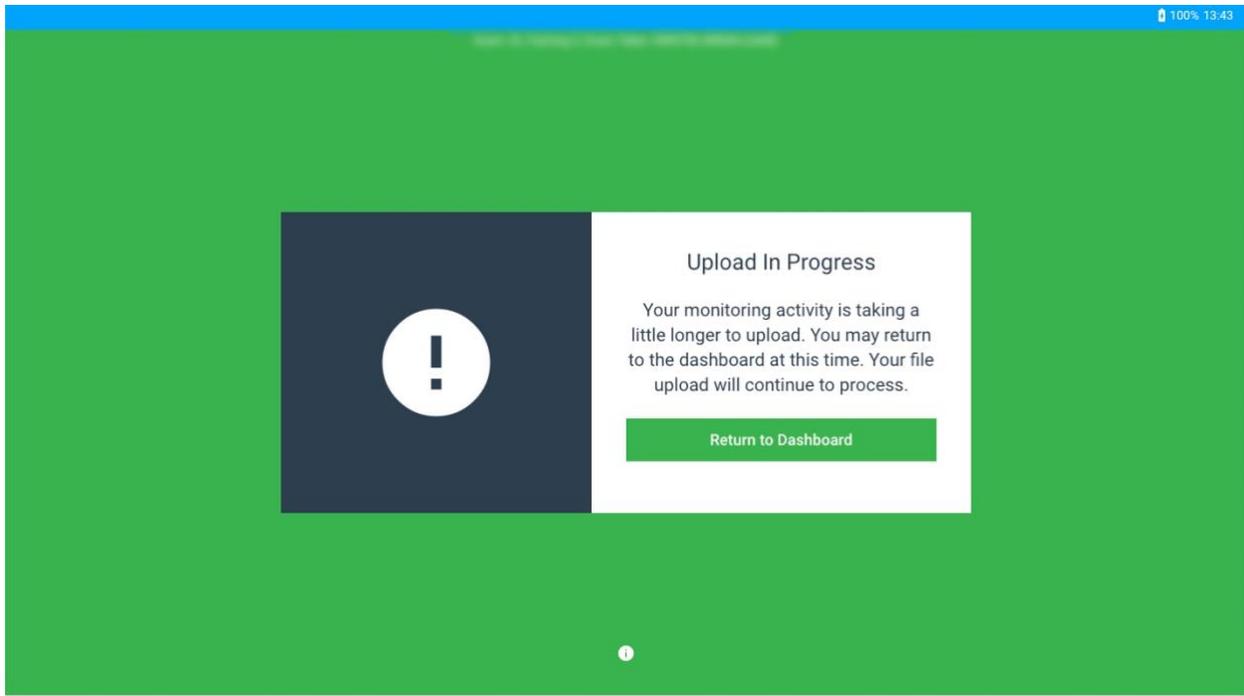
You will notice that the Monitoring eyebrow will remain on and your camera light will remain on until you click the **checkbox** and click **Submit Exam.**
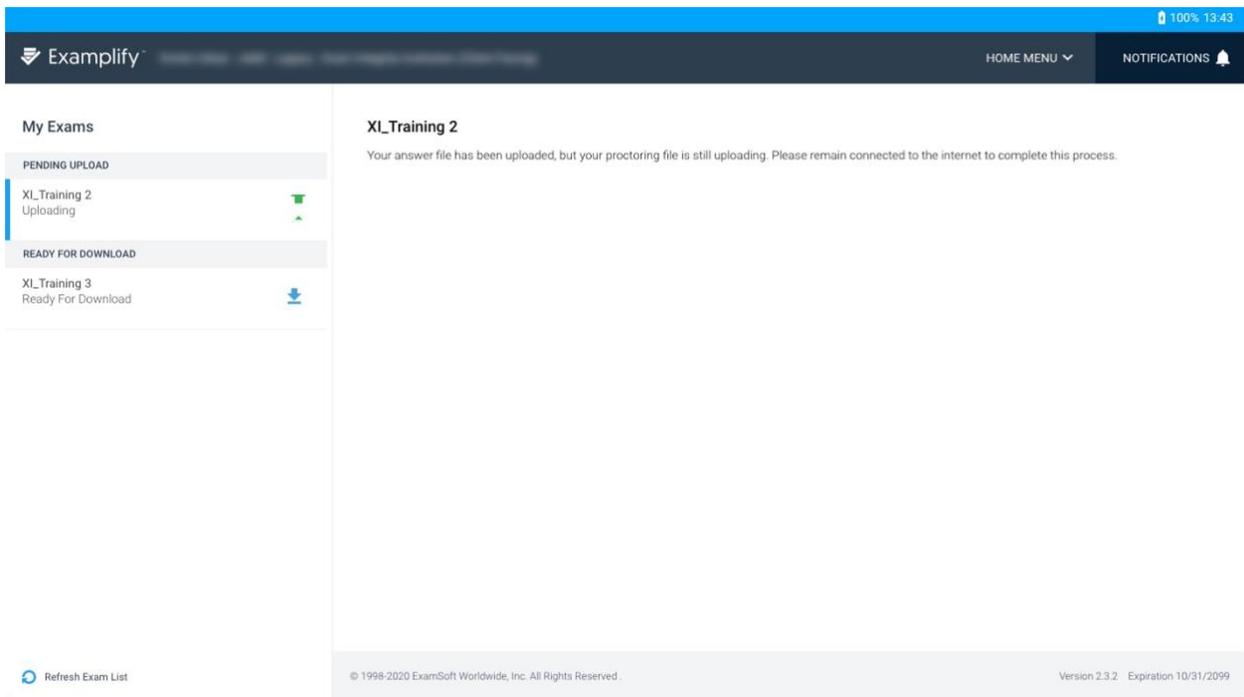
Next, you will see a screen that will tell you your files are being uploaded.

You will then see the familiar 'green screen' that tells you that your answer file has been uploaded, but proctoring files are still uploading. You can click **Return to Dashboard** if you need to back and take another assessment or you can click **Return to Dashboard** to see your upload status.

From the dashboard, you can see if your proctoring files are still in **Pending Upload** status. The green checkmark will continue to move if the files are uploading. ExamMonitor requires a minimum of a 2 MB upload speed. Uploading a 3 hours exam on a 2 MB upload connection will take approximately 20 minutes.

Once the answer file *and* the proctoring files have been uploaded, your file status will change to go to

the **Completed** section with a green checkmark. At this point, you may close Examplify and shut off your computer and/or internet connection.

End of Tutorial