

Are you considering REMOTE test administration?

Please read these requirements carefully PRIOR to selecting this administration type.

Technical Requirements for Remote Testing

1. Install ProProctor Application and Perform System Check (links provided prior to testing)
2. Google Chrome Required

Physical/Environmental Requirements

The office or home setting must meet the following:

- Testing location must be indoors (walled), well lit, with a closed door and free from background noise and disruptions.
- A third party may not be present in the room, or enter the room, for the duration of the exam. If this occurs, your exam will be terminated and/or your results invalidated.
- Your workstation and surrounding area must be free of pens, paper, electronic devices, or content that could potentially provide an unfair advantage during your exam, including that posted on walls or within your immediate area.
- Adjust your volume prior to launching your exam.
- Be cautious of using corporate or company laptops as they often have additional software that prevents 3rd party programs from functioning as they should. You may need to use a personal device.
- Operating system must either be Windows 8.1 or higher (Windows 7 is NOT supported) or Mac 10.13 or higher.
- Acceptable Hardware: desk computer or laptop with webcam access (no iPhones, iPads, Androids, Chrome Books)
- Must have working speakers and microphone

Check In Procedures

Prometric/IQT takes the role of providing a secure test environment seriously. Violation of security protocol may result in the termination of your exam and notification to your test sponsor.

During the check-in process, we will inspect:

- Eyeglasses (temporary removal for close visual inspection), and other accessories, to ensure they do not contain a recording/camera device used to capture exam content.
- Hair accessories, ties and bowties. Please refrain from using ornate clips, combs, barrettes, headbands, tie clips, cuff links and other accessories as you may be prohibited from wearing them during the exam and asked to remove these items. If you have long hair that covers your ears, you will be asked to pull your hair back to ensure nothing is attached to your ear that could provide an unfair advantage (such as a Bluetooth earpiece).
- Workstation and surrounding area
- Long pants (raise your pants legs above your ankles), pockets (empty and turn all pockets inside-out) and shirt sleeves (raise shirt sleeves above your wrists) prior to entry into the exam room.

PROHIBITED LIST

- Unauthorized personal items may not be accessible while testing. Such items include, but are not limited to: outerwear (coats, parkas, etc.), hats, jewelry (outside of wedding/engagement rings), food, drinks, purses, bags or briefcases, notebooks, books, written notes, published material/other testing aids, watches, cell phones, electronic devices, or wearable technology.
- No Eating, drinking, smoking, or chewing gum during the exam.
- Light clothing items for comfort such as sweaters, suit jackets, scarves, etc., must be hung on the chair, not placed in your lap or on the desktop.
- You may not change locations, turn off lighting or audio, speak to, or receive aid from other individuals while testing.
- No Leaving the camera view while the exam is in progress