

## Examity + Third-Party Testing Platform Transcript

[00:00:00] **NARRATOR:** Welcome to your Examity dashboard. Here, you'll see a series of cards representing your upcoming exams. On each card, you will see the exam name, the exam window, the duration, and the exam rules.

*Begin visual description. A webpage displaying "Rules for Final" dialog box. End visual description.*

[00:00:12] We recommend reviewing these rules so you know what to expect. Also on your dashboard, we've included a systems check so you can make sure your system meets our requirements before test day.

[00:00:23] Please make sure you always use Google Chrome when accessing Examity. To begin your exam, click "Start Exam" on the Examity dashboard.

[00:00:34] The first step is another systems requirements check to ensure you're ready for testing.

[00:00:41] Click "Next." On the next step, you'll be required to add the Examity extension to your browser.

[00:00:47] Please click "Add Extension," then "Add to Chrome," and finally "Add Extension." You can close the pop-up that confirms the extension has been added.

[00:01:05] Then, click "Next." Now, we'll start the authentication process. You may be asked to allow Chrome to access your camera. Then click "Take Picture" to capture a photo of your face.

*Begin visual description. The camera window opens on the Examity webpage. End visual description.*

[00:01:16] Then take a picture of the ID that you provided during registration. Then click "Accept ID."

[00:01:22] Next answer your challenge question, followed by your digital signature.

[00:01:40] Please take a moment to prepare your space and review exam rules. Then click “I’m Ready.”

*Begin visual description. “Prepare Your Space” webpage of Examity website. End visual description.*

[00:01:49] Please review the user agreement, as it contains important information about using Examity. Then click “I agree and I’m ready to begin the exam.”

[00:02:01] You are now ready to begin your exam. Please make sure that you disable pop-up blockers, your face is well-lit, and you’re in a quiet area. Then click “Agree and Launch Application.”

[00:02:11] Before you begin, you’ll be asked to share your screen; first, click the window you’d like to share, then click “share.” When your system is ready, the “Begin Exam” button will turn orange and you’ll be ready to start.

*Begin visual description. “Share your entire screen” dialog box appears on the next webpage of Examity. End visual description.*

[00:02:27] Many exams require an exam password, but you may be asked to log in to your testing site first so you can minimize our popup. This is typically your school username and password. This is not the exam password.

[00:02:40] Once you reach the exam password field, click the Examity extension on the top right, then click “Insert Password.”

*Begin visual description. “Insert Password” is clicked on the “add extension” icon in the webpage of Examity. End visual description.*

[00:02:54] This will automatically insert the exam password into the field. You can now proceed with your exam.

[00:03:00] When you've completed your exam, click "Submit" at the bottom of the page and close out the Examity window.

[00:03:12] Then maximize the Examity box by clicking the plus icon and clicking "End Session." Confirm that you have submitted your test by clicking "OK," then click "End Session" again and submit our short survey. Your feedback is critical and we take it very seriously.