Taking an exam with

Online proctoring

For an online exam, you take a test from home using your own laptop or computer. To ensure that this runs smoothly, online supervision is held during the exams. EUR works with the software of "ProctorExam".

Start your exam

To start your exam, **open the link in the email** that you received from ProctorExam after the systemcheck.
This link will **guide you through the steps for starting the exam**.

Act as if it's a regular exam

Be **quiet** and make sure there are **no background noises**, such as music. If you use a **headset as a microphone**, put it on your shoulders. It will otherwise be regarded as fraud.

Start in time!

Make sure you log in **at least 15 minutes before** the start to go through the final checks.

Using the chat

Only use the chat function of ProctorExam for technical questions about the software. You can find the chat button in the lower right corner of your screen.

Stay in place during your exam

You **cannot move away** from the frame. Make sure everything is ready **in advance**.

+Extra tip

Be aware of what is visible in the background

For your **privacy**, make sure pictures and personal items are out of sight during the exam.

+Extra tip

Go to the toilet before the exam!

You cannot go to the toilet during the exam.

Have your student card ready!

Drinks and food

Drinks are allowed, but only in a **bottle without label**. Food is also allowed, but make sure there are **no labels** on the food.

+Extra tip

"Silence, do not disturb!"

Hang a **sign** on the door. **No other people** may be present in the room during the examination.

Prepare your workplace

Provide a **well-lit** and **empty** work surface. Check in advance which **auxiliary materials** you may use during the exam.
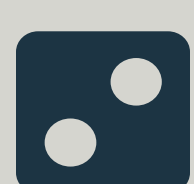
Finished with the exam?

First finish the exam **within the test application**.

Done? Then click on "finish exam" at the **top right corner** of your screen to complete the online proctoring. **Always finish your exam in this order!**

More information on online proctoring can be found at MyEUR in the FAQ.

Do you have additional questions about online proctoring, contact proctoring@eur.nl

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