How to prepare for 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".

Check your hardware
You need a computer, webcam and microphone with Google Chrome. Make sure the ProctorExam extension is installed.

Perform the system check on time
You will receive an email from ProctorExam 72 hours before the exam. After completing the system check you will receive an email with a link to the exam.

Prepare your workplace
Provide a well-lit and empty work surface. Check in advance which auxiliary materials you may use during the exam.

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"Silence, do not disturb!"
Hang a sign on the door. No other people may be present in the room during the examination.

Have your student card ready!

Extra tip
Start in time!
Make sure you log in at least 15 minutes before the start to go through the final checks.

Extra tip
Stay in place during your exam
You cannot move away from the frame. Make sure everything is ready in advance.

Extra tip
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.

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.

Finished with the exam?
First finish the exam within the test application. 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.