

Before Your Exam

Confirm you meet system requirements: Access to a desktop, laptop computer or Chromebook (Android and iOS tablets and phones are not supported); a built-in or external webcam, microphone, and speakers; an upload and download speed of 2Mbps; Google Chrome or Mozilla Firefox as your browser.

- 1 Locate your course in Canvas and select the Examity link**
- 2 Create your Examity profile**
 - Select your time zone
 - Upload a picture of your ID
 - Choose security questions
 - Type your name as prompted
- 3 Schedule your exam**
 - Click "Schedule Exam"
 - Find the instructor, course, and exam in the drop-down menus
 - Select a date and time

Taking Your Exam

- **Testing now?** Select "Click here to continue" and navigate to #4 below
- **Testing later?** Return to the Examity dashboard, (select the Examity link in your course in Canvas), click "Start Exam" and navigate to #4 below

- 4 Download the browser extension**
 - Select the orange "Examity" button
 - ▶ **Chrome:** You will be sent to the Chrome store to download the Examity extension. After install, you will return to Examity
 - ▶ **Firefox:** The Examity extension will automatically install
- 5 Click "Connect To Proctoring." When your computer is ready, hit "Next"**
- 6 Verify your identity**
 - Take your picture
 - Snap a photo of your ID
 - Answer security questions
 - Enter your name when prompted
 - Review and agree to exam rules
- 7 Install and launch the Examity application**
 - Click "Launch and Begin." The application will open a pop-up window
 - Confirm you see yourself on the webcam
- 8 Accessing your exam**
 - Click, "Begin Exam." You will be redirected to the Canvas exam page
 - Follow the prompts to insert the exam password
 - Start your exam in Canvas

Exam Submission

- 9 Submit your proctoring session**
 - Click on "Submit" and navigate back to the Examity proctoring window
 - Select "Close" to end your proctoring session
 - Close the Examity webpage to uninstall the Examity extension

SUPPORT

For assistance, call 855-EXAMITY, email support@examity.com or chat directly with us through the Live Chat feature on the Examity dashboard.