



Examity® Version 5 Student Information Sheet

SUNY Broome is pleased to announce a partnership with Examity®, a recognized leader in remote test proctoring. This relationship offers you a secure and convenient way to take your exams online. This course will be using Examity® for the proctoring of its online exams. For more information about which exams will be proctored, please refer to the Syllabus or Course Information area within Blackboard. In the meantime, here are few details to get you started:

Examity® is integrated with Blackboard

You will be accessing Examity® directly from your Blackboard course, without the hassle of another username and password. This also means that before using Examity® for the first time, all pertinent information will be imported into the system for the Examity classes in which you are enrolled.

How the proctoring works

You must make an appointment in advance in order to take your exam with Examity®. You are encouraged to schedule your exam appointments well in advance of any upcoming exams in order to ensure you can find days and times that work for you and to avoid any last minute (on-demand) fees that are charged. Scheduling an exam is free as long as you allow Examity® 24 hours notice for an upcoming exam appointment.

At the time of your exam, the system connects you to a live proctor at Examity®. The proctor will verify your identity, review the exam rules with you, and request a 360 degree video sweep of your work area. After you begin the exam, the live proctor will disconnect, but your entire test session will be recorded. The recording will include the video of you taking the exam, any audio that occurred, and all activity on your computer screen. After you submit the exam, the recording will be reviewed both by a proctor and an Examity® auditor. Any behavior that appears to violate the rules set for the exam will be flagged and your instructor will be notified. Your instructor will also have access to the video recordings.

What you will need to use Examity®

Examity System Requirements:

- Desktop computer, laptop, or Chromebook (tablets and smartphones are not supported for use with Examity®)
- Updated Google Chrome Browser with pop-up blockers disabled. You **MUST** use Google Chrome with Examity®
- Internet speed of at least 2 Mbps download and 2 Mbps upload. (You can determine your Internet speed by running a test with [SpeedTest](#).)
- Built-in or external webcam, microphone, and speakers
- Perform the [Examity System Check](#) now!

Testing Environment Requirements:

- You will need to take your exam in a quiet, private location where you will not be interrupted
- Your desk and workspace need to be clear of any unauthorized materials, textbooks, papers, cell phones, etc.
- Your computer must be plugged into a power source and can only have one monitor connected

Paying for Examity®

SUNY Broome will pay the standard proctoring costs associated with your proctored exams. You will be responsible, however, for any fees that result from either of the following scenarios:

- If you schedule, reschedule, or cancel an exam appointment within 24 hours of your scheduled appointment time
- If you do not take your exam during the appointment time you scheduled (no-show)

Getting help using Examity®

Your instructor will provide you with the *Examity® Version 5 Student Quick Guide*. This document will walk you through the steps you need to take in order to do the following:

- Access the Examity® Dashboard through Blackboard
- Create your profile
- Check your computer system
- Schedule an exam with a proctor
- Connect to the proctor and take your exam

Technical Support

Technical Support is available through Examity® 24 hours a day, 7 days a week by telephone, email or live chat through the Examity® portal. Contact information is below.

Phone: 1-617-500-6524

Email: support@examity.com

Please take a moment now to get comfortable with Examity® since you will be using it in your classes.

We also have a wealth of information for student on the [Examity Information for Students](https://www3.sunybroome.edu/online/students/examity-students/) page (<https://www3.sunybroome.edu/online/students/examity-students/>) on the Online@SUNYBroome website. Be sure to review all information on that site so that you will be fully prepared come test time!