

Annie Taylor Dee School of Nursing Proctorio Testing Guidelines

This semester the ADN program will be using Proctorio to complete all secure exams. Proctorio is an online test monitoring service that WSU provides to allow students to take their tests outside of the Testing Center. This program is being offered free to all Weber State students to complete testing.

Before continuing please read and be familiar with this page from WSU testing services. It is crucial you read all of this information and watch the video <https://www.weber.edu/TestingCenter/online-testing.html#policies>

The Annie Taylor Dee School of Nursing will follow all testing center policies with the following clarifications for all exams:

- Cellphones are not allowed in the room while the test is being completed
- No smartwatches or hats can be worn during the test and may invalidate your exam
- There will be no bathroom breaks during the exam. If you leave your chair, your exam will end on the question you were on when you left.
- You are allowed a small whiteboard during the exam (see example below). This is to be provided by the student. You are not allowed scratch paper. The whiteboard must be blank when starting the exam; both sides must be shown to the camera prior to starting. You will need to erase the whiteboard upon completion of the exam and show the camera.
- You are allowed a four function calculator during the exam (see example below). This is to be provided by the student. You must show your calculator to the camera prior to starting. If you use a calculator that is outside these restrictions, such as a graphing calculator, this may invalidate your exam.
- You will need a mirror to show your monitor and keyboard if using a built in webcam (see below). We will not be allowing cell phones in the room.
- You will need to turn off all notifications on your computer during the exam. If you receive a social media or email notification, it will end your exam.

You are allowed the following supplies during your exam, please purchase at a location of your choosing:

- Small whiteboard and dry erase marker no bigger than 8.5"x11" or similar 10"x10"
- Four function calculator (May be called standard function calculator)
- Mirror for showing the screen during the initial check-in process



Students will not be allowed to review exams in chi tester this semester. If you would like to review the questions you missed please contact your instructor.

If you need to check out a chromebook, webcam, or mobile hotspot please visit the following link: <https://www.weber.edu/ComputerLabs/laptopcheckout.html>