

# Test Taker Tips

## Tips to help you have a Successful Remote Proctored Session

Knowing what to expect, reading all the instructions and testing out your equipment ahead of time is the key to a flawless testing session. Please review the following:

- READ the details in the emails you receive. They will walk you through the process and share the policies up front.
- You will receive multiple emails from [@testsys.com](mailto:@testsys.com). Please make sure they aren't in your spam folder.
  - Invitation to make an appointment.
  - Reminder if you haven't made an appointment (begins 10 days after initial invite and will be sent daily for 5 days).
  - Confirmation email with your appointment details.
  - Appointment reminder email (will be sent 3 days and 1 day prior to your appointment).
  - Cancellation email (if appointment is cancelled).
- Try to schedule your appointment as soon as you receive your invitation.
  - Must schedule 3 days in advance.
  - Must cancel/reschedule 24 hours before appointment, or fees will be forfeited.
- You must schedule and login to test using the links in the emails as they are unique to your testing session. If you have an existing account or emails with links from previous scheduled appointments with ProctorU they will not work.
- Technical issues can be addressed before testing by making sure you test your equipment ahead of time by going to ProctorU's test-it-out <http://www.proctoru.com/testitout/> page. We recommend you physically connect with a Proctor.
- You should be connecting using a PC or Mac on the Chrome (preferred) browser using a hardwired connection when possible.
- You should test your microphone and webcam functionalities before your appointment. ProctorU's test-it-out <http://www.proctoru.com/testitout/> page will only detect their presence.
- Scratch paper is only allowed in the form of a white sheet of paper in a transparency sleeve.
- Calculators are not allowed for Major Field Tests (MFT).
- Review ProctorU's video <https://www.youtube.com/watch?v=Eiehlf14Zkg> to see what to expect during your session.
- If you are experiencing technical difficulties and it is taking longer than 15 minutes to resolve, ask to be rescheduled to another day. Then make sure you do all the system checks if you haven't already. If it is your equipment, see if you can borrow a computer.
- All of the Major Field Tests (MFT) exams are 2 sections. DO NOT stop at the end of section 1.
- ProctorU will be downloading and running a secure browser. They will remove this at the end of the session. If you are using a work or military issue computer, make sure it will work within the firewall.
- Wired connections are the best but if using wireless, make sure there is sufficient bandwidth at the time you plan on testing.

## System Requirements

	Minimum	Recommended
<b>Web Camera</b>	640x480 resolution	1280x720 resolution
<b>PC Users</b>	Windows® 7 or later	Windows® 10 (10 S is not supported)
<b>Mac Users</b>	Mac® OS X® version 10.10 or later	Mac® OS X® version 10.13 High Sierra
<b>Internet Download Speed</b>	1.5 Mbps	1.5 Mbps
<b>Internet Upload Speed</b>	1.5 Mbps	1.5 Mbps
<b>RAM</b>	2GB	2GB
<b>Screen Resolution</b>	The maximum resolution available for your monitor	The maximum resolution available for your monitor
<b>Ports</b>	1935, 843, 80, 443, 61613, UDP/TCP	1935, 843, 80, 443, 61613, UDP/TCP

### ADDITIONAL REQUIREMENTS

- ✓ Test your equipment by going to [Test it Out page](#)
- ✓ A functioning microphone (some web Cameras have them built-in)
- ✓ A compatible browser: Google Chrome (preferred), Mozilla Firefox, or Safari
- ✓ Adobe Flash

### NOT SUPPORTED

- ✗ Google Chromebooks (supported for G Suite Certification and G Suite Administrator exams)
- ✗ Tablets (Nexus, iPad, Note, etc.)
- ✗ Linux operating systems
- ✗ Windows 10 in S or Surface RT
- ✗ No running inside a virtual machine. You will be asked to reconnect using your host operating system to take your exam.