**ExamSoft** is an assessment software solution that enables secure testing on student computers.

**Examplify** is the student interface for ExamSoft. It allows students to securely take exams downloaded to their own laptops. During the exam, access to programs, files, and the internet will be blocked.

### Support

Students will be writing on their own laptops using the Examplify software. It has proven to be very reliable. Most classrooms have limited power outlets. Students must bring fully charged laptops. However, for emergency purposes a few extra power bars & extension cords may be available. It is at your discretion as invigilator to allow students to use the available outlets as required.

⚠️ In the unlikely event of technical breakdowns, students must be able to complete a hard copy of the exam.

### Exam Completion

**Students MUST** show their green Congratulations screen on submit before leaving the room.

1️⃣ In the event of a red screen (unable to submit), **DON’T PANIC.**
   - If entire class is affected, e.g. if wifi is down, call IIIT helpdesk 416.287.4357 (HELP).
   - If only one student is affected, take the student’s name and ask them to bring their laptop to IIIT help desk during regular business hours; then notify the Professor.
   - Although the student has not successfully uploaded their exam, it is stored securely in a protected way on the student laptop and students cannot alter their responses in any way. Once the laptop is functioning, the exam will automatically upload.

⚠️ Except in case of catastrophic laptop failure, each students’ work is stored, locked and encrypted on their laptop, and it can be recovered. In event of technical difficulties mid-way through an exam, the student must be provided a paper hard copy of the exam to complete their submission. Be sure to inform the professor immediately.

### Fire Alarm

As per UTSC Procedures, in case of a Fire Alarm students are instructed to leave belongings behind except in the case of valuables in a re-sealable plastic bag underneath their seat. Laptops are valuable, and students have the option to bring them with them if they close the laptop. Instruct students they **must** keep their laptops closed, and all activity will be logged and will be considered an academic offense. Take note of the time of day, and inform the Prof immediately after the exam. **Note:** The laptop itself does not require a re-sealable plastic bag.

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For more information, please contact us at quercus@utsc.utoronto.ca