



live<sup>+</sup>



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# FIVE STEPS

for a Successful ProctorU  
Experience

**MEASURE**  
LEARNING

proctorU yardstick

# STEP 1:

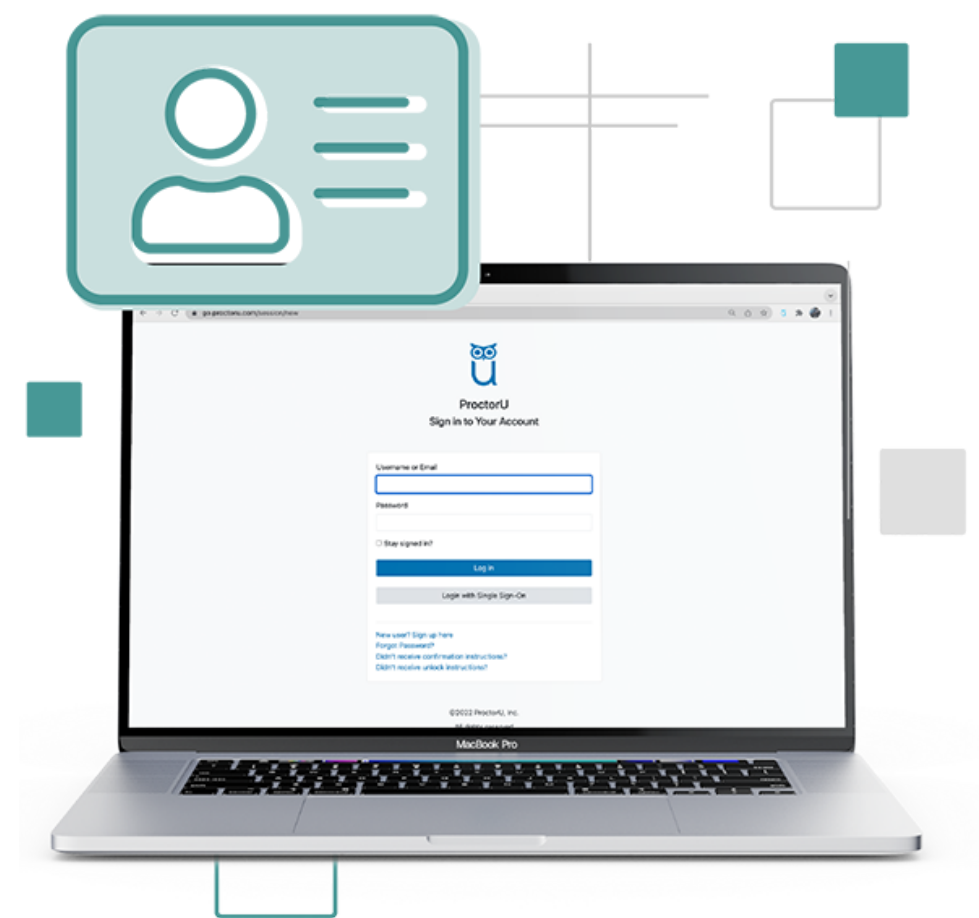
## Create a ProctorU Account and download the ProctorU Browser Extension.

To create a ProctorU Account, sign up using this link [here](#).

- Select your Institution's name from the dropdown menu and fill out all the required information before submitting.

Download the ProctorU Browser Extension.

- Click [here](#) for Google Chrome
- Click [here](#) for Firefox



# STEP 2:

## Schedule your Exam.



Login and click the **"Schedule New Session"** button.

Confirm your institution, term, and exam name, then click **"Search Sessions."**

Use the **calendar** and **clock** features on the left to select your desired testing date and time.

**Note:** Please schedule at least 72 hours in advance of the date/time you want to take your exam. If you are unsure of the exam name, please contact your instructor.

## STEP 3:

### Test your Equipment.

Visit the [minimum requirements](#) outlined on this page.

Click [here](#) to login to your ProctorU account and test your equipment.

Please test your equipment **before** exam day in an environment that is identical to or close to your actual testing location.



## STEP 4:

### Prepare for your exam day.

- ✓ Test in a private, well-lit room with no one else in it.
- ✓ Close all third-party programs and unplug any secondary monitors.
- ✓ Have a government-issued ID or other institution-permitted ID.
- ✓ Remove any non-religious head coverings, watches, earbuds, or headphones.
- ✓ Clear your workspace of all materials except those allowed by your instructor.
- ✓ Ensure your equipment is working and the ProctorU Browser Extension is installed properly.

# STEP 5:

## Know what to expect on your exam day.

Review the following videos:

[Student Experience for Colleges and Universities](#)

[Important notice for MacOS X Catalina and Big Sur Users](#)

**Note:** You may also view our [Resource Center](#) and [Help Center](#) to get more detailed information on how to prepare.



## Need Help?

**Help Center**  
[Click Here](#)

**Support Chat**  
[Click Here](#)

**Phone Call**  
**+1-855-772-8678**

**Support Ticket**  
[Click Here](#)