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Chief Commercial Officer

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# ONLINE PROCTORING



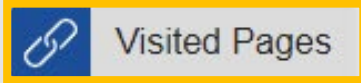
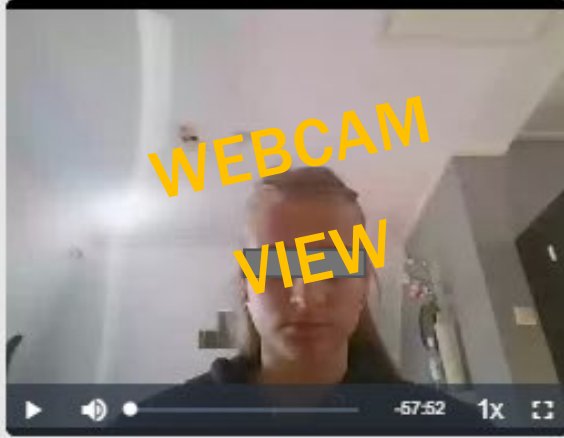
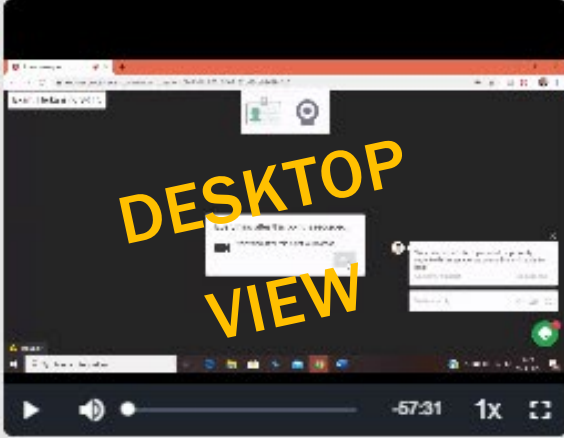
**When do you push the  
RED button?**





**# ALL GOOD [1<sup>st</sup> check-list]**

- G01 Desktop** full recording
- G02 Webcam** full recording - *[head, neck, shoulders and upper arm visible]*
- G03 Headshot** photo - clear visual
- G04 ID** card photo - clear - *[readable full name and visible photo]*
- G05 Room** clear and well lit
- G06 URL** exam page active only *[full logging report]*
- G07 Candidate:** 1 testtaker in the room, no movement, clear visual
- G08 Silence,** no 3rd party noise
- G09 Desk:** clean desk policy
- G10 Chat support:** technical and proctor chat logging



Comments

- 00:00:00 ~ 00:00:45  
Id check good
- 00:58:11 ~ 00:57:31  
no issues

Visited Pages

Click to open

- 00:04:46 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/login.ctrl?actie=inloggen&organisatieid=485&productdefinitieid=7093&index=08>
- 00:07:03 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/preparecontinue.ctrl>
- 00:07:40 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/startexamen.ctrl>
- 00:09:12 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/navigeer.ctrl>
- 00:11:11 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/navigeer.ctrl>
- 00:13:33 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/navigeer.ctrl>
- 00:13:37 navigated\_tab <https://www.teletoets.nl/Portal/appmodules/examen/navigeer.ctrl>

Info

Name:

Email:

Exam name:

Start time:

End time:

Streams:

tawk Student :  
Hi Mu exam has started and it is requested that the supervisor enters a password but the protector told me he addn't any 12:29

tawk Support :  
It was in your earlier screens.. password is: Startexamen! 12:30

tawk Student : ok thanks 12:31

tawkSupport : /ENNL

proctor:  
Dear candidate, Welcome to the exam. I am your Proctor and I watch with you. Good luck with your exam 12:24

student: Thanks a lot ! 12:24

proctor: good luck. 12:24

student: When will the exam start ? 12:24



# INCIDENT TAGS

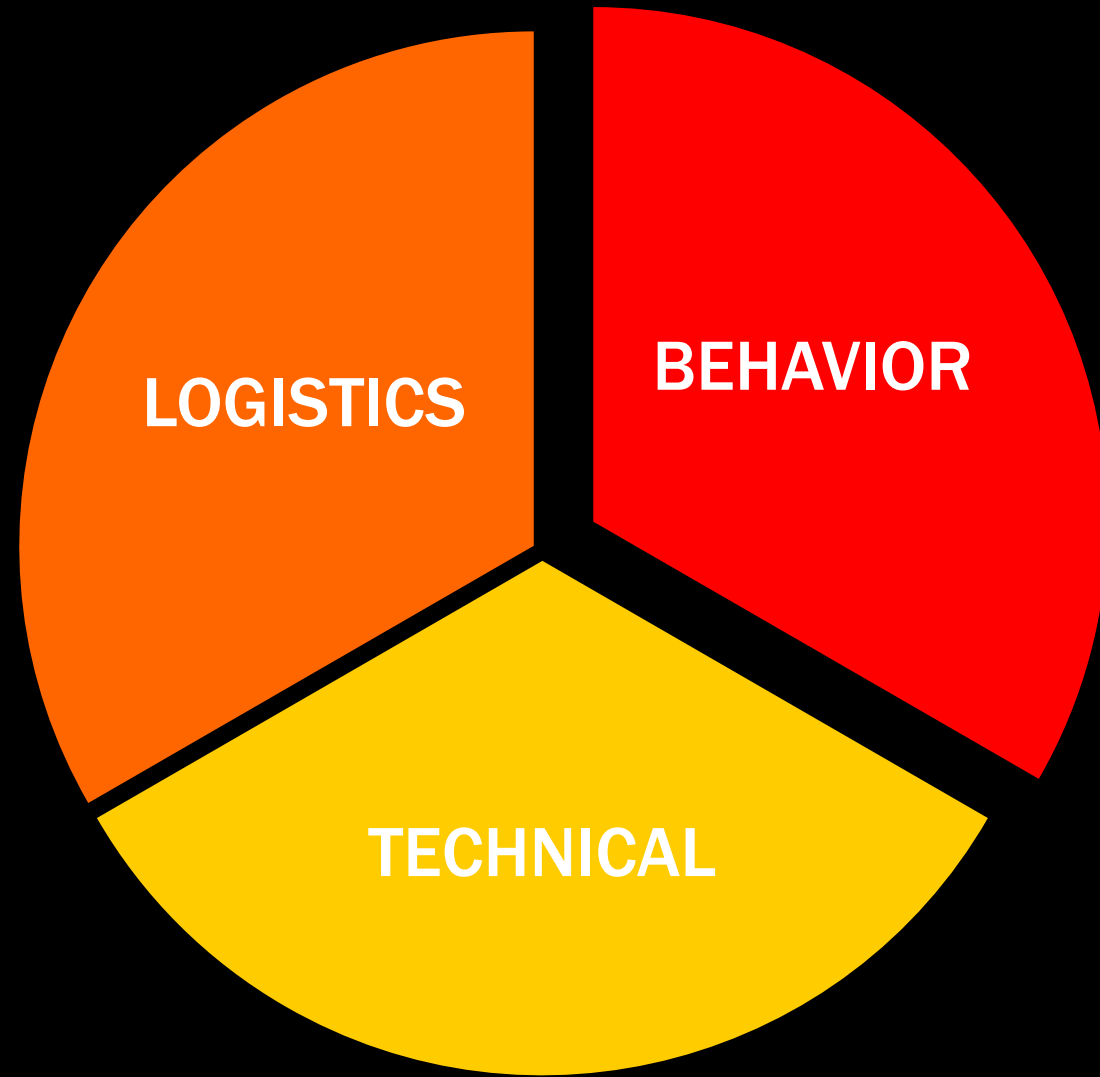
## YELLOW

## ORANGE

## RED

#	IRRAGULARITY	#	INCIDENT	#	VIOLATION
Y01	<b>Webcam:</b> no full visual of head, neck, shoulders and upper arms	O01	<b>Webcam:</b> none or partial recording(s)	R01	<b>Room:</b> leave the room / out of camera sight
Y02	<b>Webcam/Desktop:</b> short hick-up(s) in recordings	O02	<b>Desktop:</b> none or partial recording(s)	R02	<b>Wearables:</b> headphone, earplugs, camera, recorder
Y03	<b>Webcam:</b> face too dark or unsharp	O03	<b>Headshot:</b> not clear, no photo, unsharp or too dark/overexposed	R03	<b>Recordings:</b> taking photos/recordings / in any direction
Y04	<b>ID:</b> readable name: unsharp, reflecting, dark	O04	<b>ID:</b> name not readable, no ID, unsharp, blurred, too dark	R04	<b>Person:</b> talking to other person / in any form / entering the room
Y05	<b>Food:</b> Eating and/or drinking	O05	<b>Monitor:</b> 2nd screen/browser, split screen, extra tabs open	R05	<b>Documentation:</b> use of documentation hardcopy and/or digital
Y06	<b>Session:</b> left URL exam room	O06	<b>Logging:</b> no data recording of visited URL's	R06	<b>Proctor:</b> receiving content feedback from Proctor/Support
Y07	<b>Noise:</b> 3rd noise in the background	O07	<b>Notes:</b> making notes on paper	R07	<b>Texting:</b> sending/receiving information in any form
Y08	<b>Dressing:</b> wearing watch, earrings, other jewelry	O08	<b>Dressing:</b> wearing cap, hat or other piece of fashion	R08	<b>Screenshot:</b> copy content
Y09	<b>Vision:</b> repeatedly looking at fixt spot in the room	O09	<b>Lighting:</b> room too dark, cannot define object in the room	R09	<b>Identity:</b> look-alike (identity switch)
Y10	<b>Person:</b> 3rd person entering the room (no communication)	O10	...	R10	...

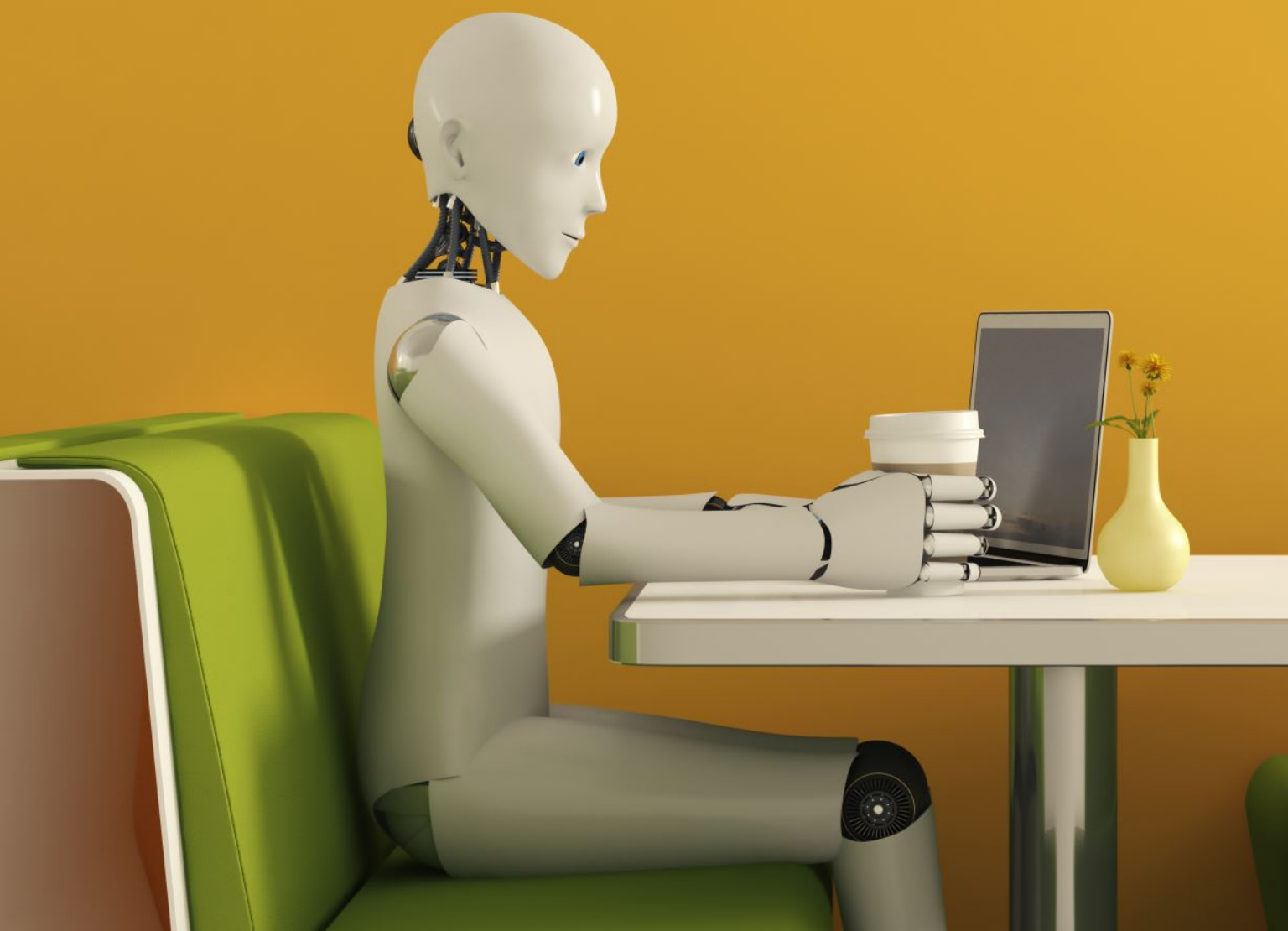






X : 10





## I hereby declare that:

**CHECK ALL BOXES HERE:**



- I am registered with my name to take this exam;
- I do not take this exam on behalf of someone else;
- I take this exam alone in a closed room;
- I do not seek or accept help from others;
- I do not use unauthorised devices;
- I do not copy, photo, tape, record, multiply or sell the content;
- The content of this exam is not known to me in advance;
- I use no more than 1 computer, 1 monitor, 1 keyboard and 1 trackpad/mouse
- I do not apply any unauthorised hard- and software to my advantage.





# ONLINE PROCTORING

When do you push the RED button?

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