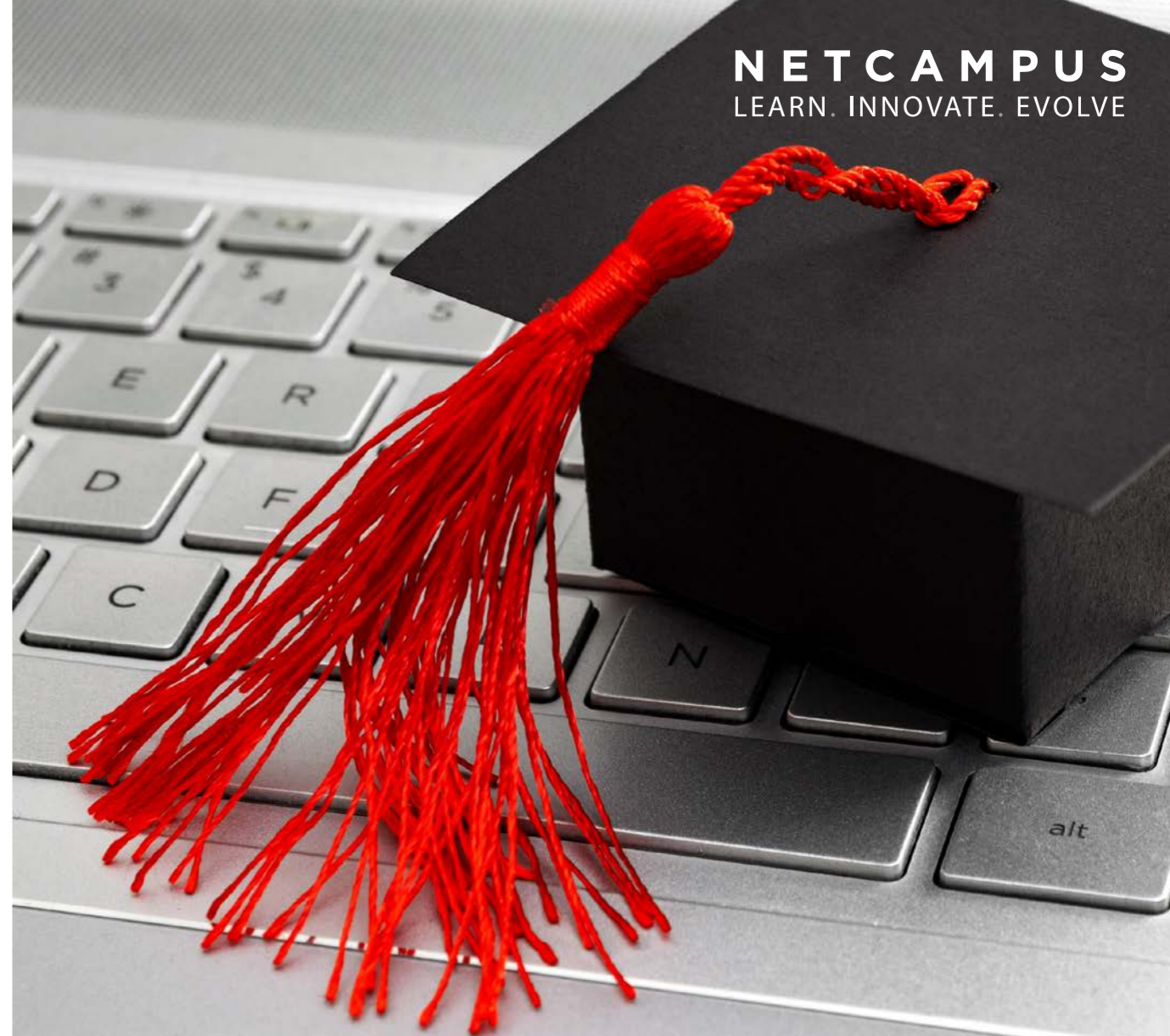


REGISTER FOR AN ONLINE PROCTORED EXAM | MICROSOFT

Online exams are available for role-based or fundamentals exams. Please note that the proctor support, and proctoring software are currently only available in English. If you have a Pearson VUE delivered certification exam voucher or discount offer that is expiring between March 26 and August 31, 2020, it will be extended until January 31, 2021.



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STEP-BY-STEP GUIDELINE

1 Contact Netcampus for a quotation, exam voucher and assistance with the booking process

We are available and here for you.

2 Take a system test

Take a system test now to see if your computer and location are compatible with the online proctoring software before you schedule your exam. Contact us for any guidance

Before you register for an online exam:

1. Complete the required **system test** on the same computer and in the same location from where you will test.
2. Confirm that your ID is compliant (read the **requirements**) and that the name in your profile exactly matches our identification.
3. Review the technical, system, environment, and testing protocol requirements below.

3 Register for an online exam

To register, select the Microsoft online exam you wish to take from the **exam list**, and then select the Schedule exam button. If online exams are available in your country, you will be able to select that option during the exam registration process.

<https://www.microsoft.com/en-us/learning/exam-list.aspx>

4 Take The Test

You need to present the following to your proctor:

- A current Government-issued form of Identification (Military ID, Passport, ID card Alien card (green card, permanent resident or visa)
- Government-issued local language ID
- Exam Rules Apply: No personal belongings; no breaks, eating and drinking; no exam assistance and 3rd party allowed in your testing session

TESTING SESSION PROTOCOL



Phone

During the check-in process, the greeter will ask for your phone number to communicate with you while you are checking in for your exam. After you have completed the check-in process, you will be asked to place your phone out of reach, but close enough to be heard.



Chat Window

Most communication with the greeter and proctor occurs via the Chat window.



Microphone

During the check-in process and, if necessary, while taking your exam, you can communicate with the greeter and proctor via microphone.



Language

All communication with the greeter and proctor is conducted in English.

THE DAY OF YOUR EXAM CHECK-IN PROCESS

1. Sign in to your **benefits and exam dashboard**.
2. You may **wait up to five minutes** before connecting with a greeter.
3. **After connecting with your greeter:**
 - Have your driver's license, passport, or other acceptable identification available so that your identity can be verified.
 - The greeter will review testing behaviour/conduct, testing environment, and communication process during exam delivery. All communication with the greeter and proctor will be conducted in English.
 - You will be asked to shut down any non essential applications (such as email or chat).
4. In the **Appointments** section on the right, select **Start a scheduled online proctored exam**.
5. The exam you scheduled appears. Select the exam link, and then select **Begin exam**.



CLICK HERE

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