XProctor: Test Environment Requirements

The XProctor program will be used with online examinations as instructed by faculty members. Students are required to take online examinations using a Windows or Mac based computer that meets the minimum requirements as outlined on the Information Technology help page https://midway.libguides.com/informationtechnology/ITHelp.

- Students are required to register their devices and establish identity following the procedures outlined on the XProctor help site https://midway.libguides.com/informationtechnology/onlinelearning
- Students are responsible for self-testing the functionality of their computer device well in advance of all proctored exams in their courses, so that any troubleshooting that is required can be accomplished.

Test Environment Requirements: The online testing environment should mimic the “in class” testing environment, and most conform to the following:

- A quiet, secure, fully lighted room for the examination
- Sit at a clean desk or clean table (not on a bed or couch). Remove all books, papers, notebooks, calculators, etc. unless specifically permitted in the posted guidelines for that particular exam
- No writing visible on desk or walls
- No music or TV playing
- No headphones, headsets (or similar audio devices) is permitted unless it pertains directly to the content of the examination and is allowed by instructor.
- No use of cell phone for any reasons other than to contact support or your instructor.
- Do not talk to anyone else – or communicate with others by any means.
- Dress as if in a public setting
- No talking during the exam – the microphone is recording

Policy Violation Consequences:

Academic integrity applies to all Midway University students, on campus and online, at all times. Please refer to Midway University’s Student Handbook and Code of Conduct for more information.