

Remote Invigilation Exam Technology Checklist

Use this checklist to make sure you are set up and ready to go for your exam!

PC desktop or laptop computer with a single display monitor (this should be a personal device and not a work device due to network restrictions). Only one screen is permitted for your exam. All others tv/monitor etc. should be removed from the room or disconnected and 2m away from you.

You have your charger plugged in (if using a laptop)

Windows 8 or higher operating system

Up-to-date anti-virus program

Up-to-date Google Chrome or Microsoft Edge Browser these should be used in In Private (Edge) and Incognito mode (Edge) for the exam

Checked browser extension and desktop applications that any AI or writing assistant program is uninstalled

All additional applications and browser tabs are closed

Strong and stable Wi-Fi Connection (a minimum of 5Mbps Upload and 5Mbps download)

A Webcam you can provide a 360° view of the room, as well as on top of, and underneath your desk

Microphone

Wired headphones (if required)

Run a network test

Run a navigation test

For more information, please refer to the Candidate Guide and check the Environment checklist to make sure your room is ready to sit your exam.

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We work with governments, organisations and industry stakeholders to help shape future skills needs across industries. We are known for setting industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We train teams, assure learning, assess cohorts and certify with digital credentials. Our solutions help to build skilled and compliant workforces.

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