

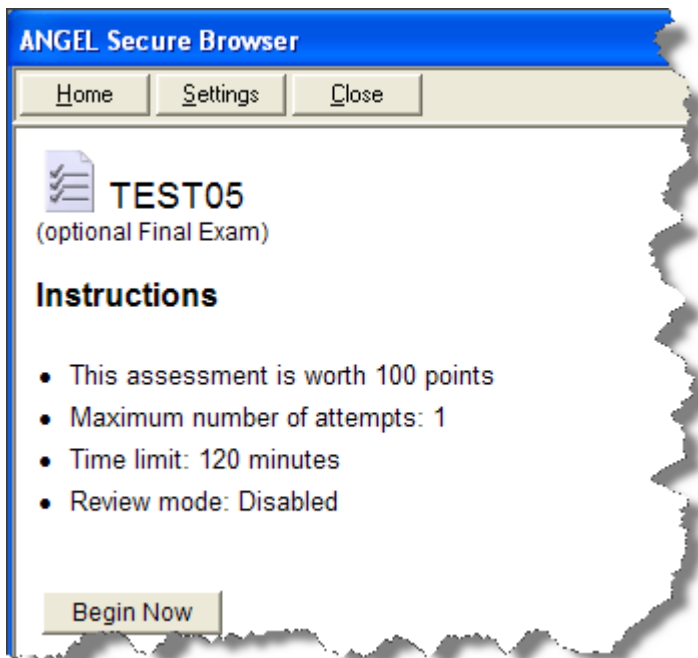


Using the ANGEL Secure Browser in a proctored test-taking environment

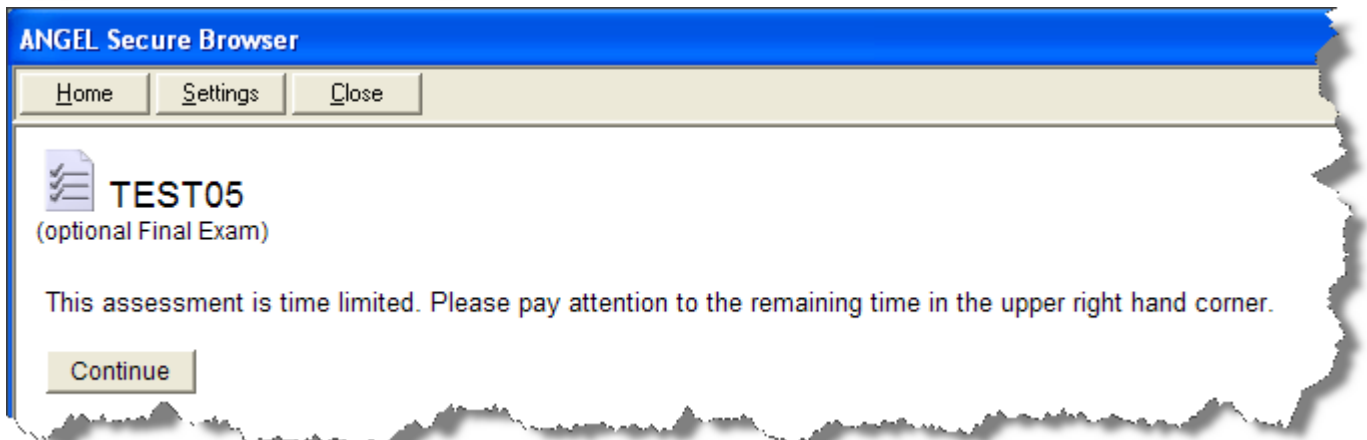
Video Instructions: <http://www.screencast.com/t/IJOmS17uijT6>

Step-by-Step Instructions

1. Secure Browser is launched at the testing station computer by simply double clicking its icon. No proctor password is required to open the Secure Browser.
2. You, the student, are prompted to enter your MyNIC Courses ID and Password to get a return page list of exams available to you.
3. Click on the name of the appropriate exam; a brief set of instructions appear. Read and understand the instructions. Ask the proctor of clarify any instructions if necessary and enter any required password. When you are ready to begin, click the **Begin Now** button to begin the exam and timer.

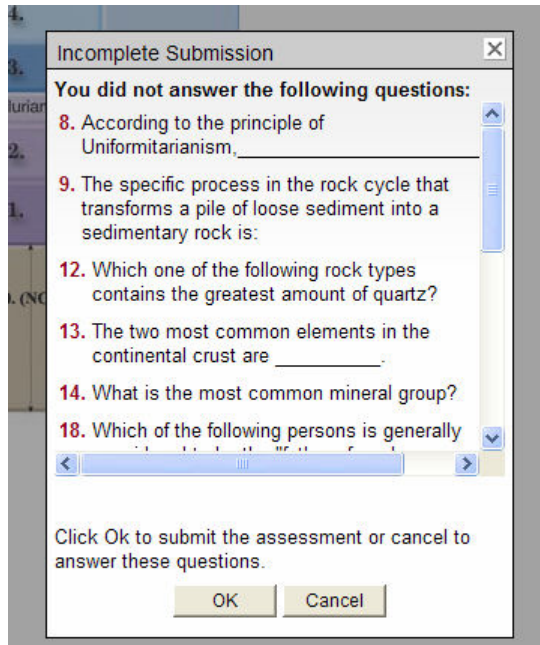


then ...



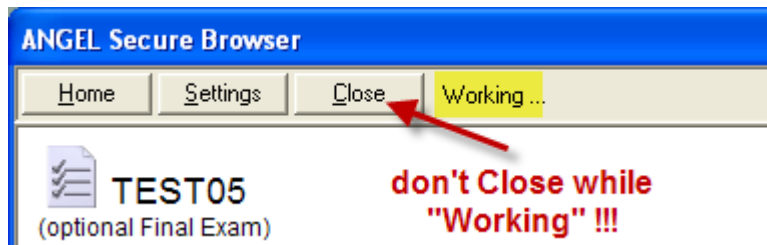
4. The exam questions are presented. By default, the question list opens at the **bottom** of the question list if all exam/quiz questions are displayed at once. This is a bug in the Secure Browser. To work around this, just use the scrollbar to scroll to the **top** of the window to find the first question. Begin answering your questions. After you answer the last question, click the **Submit** button to submit

your answers. Typically, if any questions are left unanswered a warning will appear inviting you to revisit those questions left unanswered.



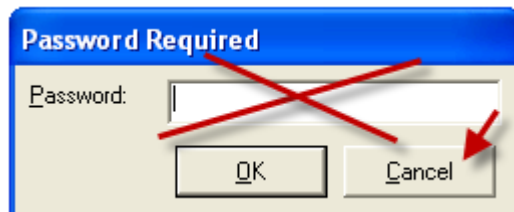
Clicking the OK button at this point will trigger the submission process again, even if you have left some questions unanswered. Otherwise, you would respond to the previously unanswered questions, then again click the Submit button.

5. When the submission process is underway, Secure Browser indicates the processing with the word “Working” displayed in the top bar. **Don't close the Secure Browser window until the Working message disappears.**



Important!

If you do click the Close button **before** the processing ends, Secure Browser will assume you are a Proctor wishing to abort an exam, and a **Password Required** dialog box pops up. Since this is not the case, click **cancel** to close this box and allow the processing (“Working”) to continue.



6. Review the status bar of the exam again. When “working” is no longer present, the exam is finished and properly submitted. You may then close the Secure Browser.