Automated Remote Proctoring

HOW-TO GUIDE FOR TEST-TAKERS

**IMPORTANT:** Test-Takers must use Google Chrome, Firefox or Microsoft Edge. Safari is not compatible.

**STEP 1:**
On the NCCER home page, click **Take Module Test**.

**STEP 2:**
Log in to the Testing System using your **NCCER Card Number** and **last name**. Select your assigned test by clicking **Start or Resume**.

**STEP 3:**
Read the instructions, then click **Take Exam**.

**STEP 4:**
Position your **Photo ID** in front of your web camera and take a clear picture.

**STEP 5:**
On the left, select **Click to Start Camera**, then **Click to Share Screen**.

**STEP 6:**
You will see a browser pop-up. Use the **Window or Screen** drop-down to select **Invigulus**, then click **Allow**.

**STEP 7:**
On the left, click **Start Recording**. Next you will see the NCCER Re-test Policy and Security Statement. Click **Accept** to continue. Show any allowed resources to the camera.

**YOU ARE READY TO TEST!**
Test-takers *MUST* remain in full view of the camera at all times!

**STEP 8:**
**IMPORTANT:** When done with your test, click **END TEST**, and **STOP RECORDING**.

**ALL TEST-TAKERS**
Before testing, show your allowed resources to the camera. Failure to do so will result in a revoked test.

If you are having issues accessing your test, contact your instructor.