



# Remote invigilation learner checklist

Please find below some key points to support you to success with your remotely invigilated assessment. Please ensure you:

- Have access to laptop/PC, mobile device, webcam with built in microphone
- Have a stable and secure Wi-Fi connection
- Have received System Check email
- Have downloaded the ProctorExam app on to mobile device
- Have downloaded and installed the Surpass Viewer
- Have completed all system requirements and set up
- Have a quiet space, free from disruptions
- Are wearing appropriate clothing
- Have had a comfort break before starting
- Have a glass of water ready, so you can remain hydrated
- Have a scrap piece of paper and a pen (if allowed)
- Have your ID ready
- Have removed any watches/sunglasses/earbuds/headphones
- Have all your devices plugged into chargers and switched on
- Have received Launch Exam email and clicked on Launch Exam

**Good luck with your onscreen remotely invigilated assessment!**

