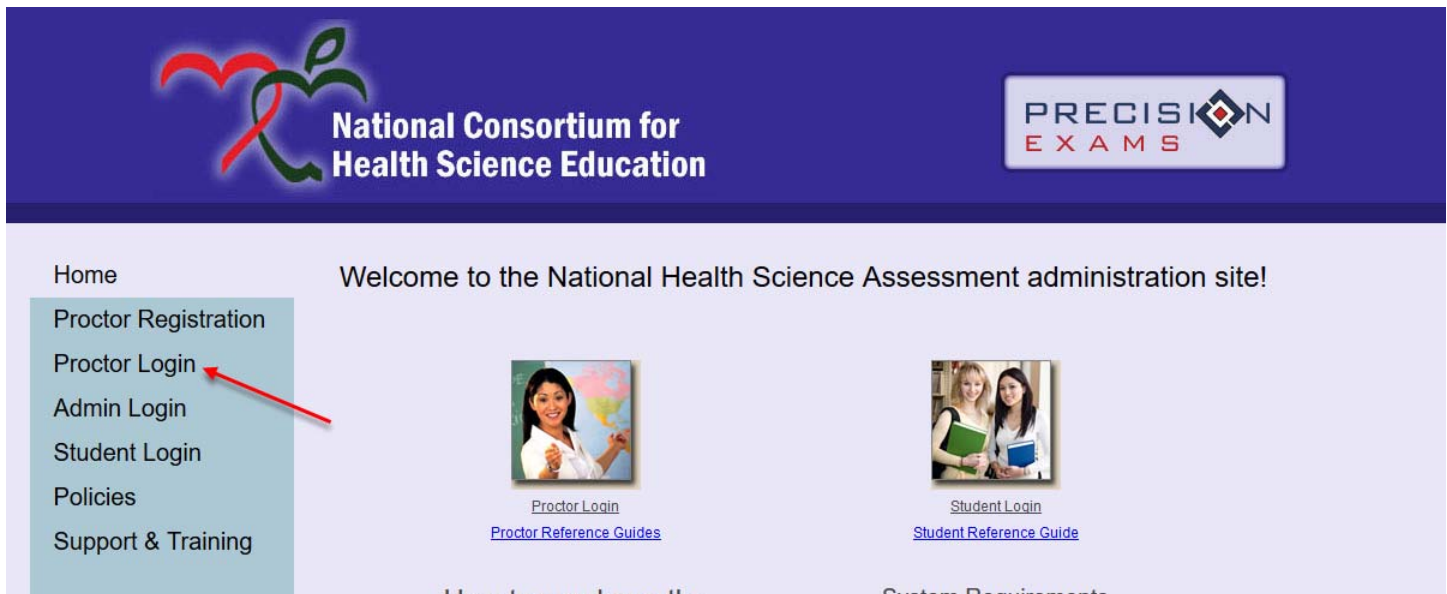


# Proctoring an Exam

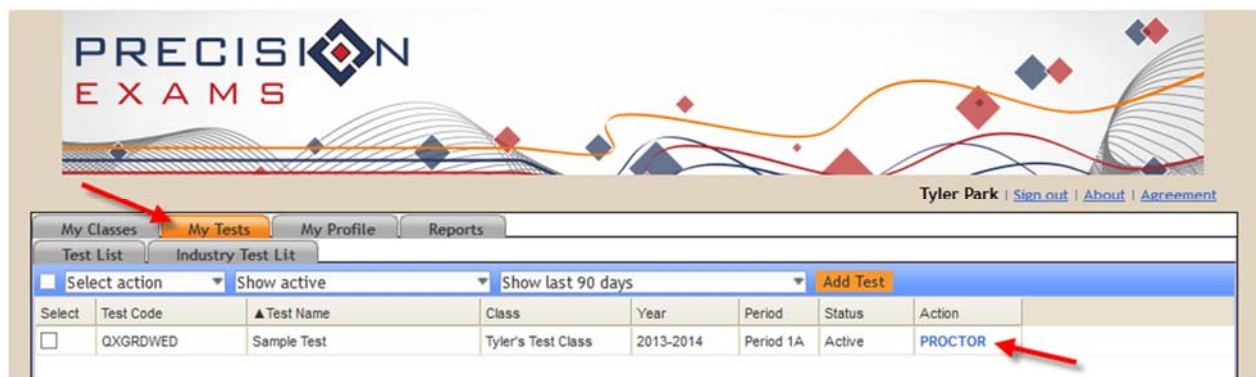
Step by step instructions to proctoring an exam.

Go to <http://www.precisionexams.com/nchse>

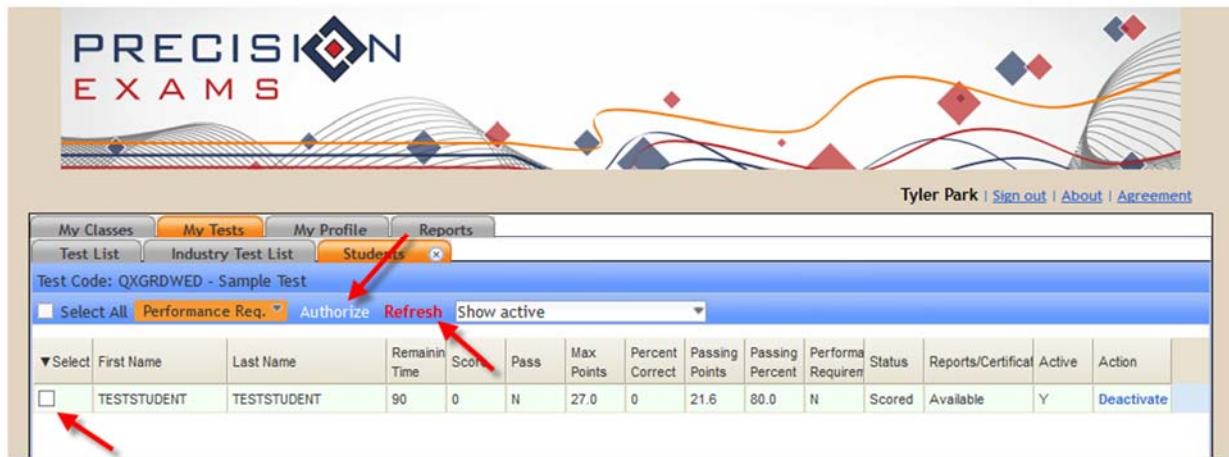
**Step 1:** Click **Proctor Login**



**Step 2:** Login, then click on **My Tests** tab, then click **Proctor** to the right of the appropriate test code you created and gave to the students to login to the test.



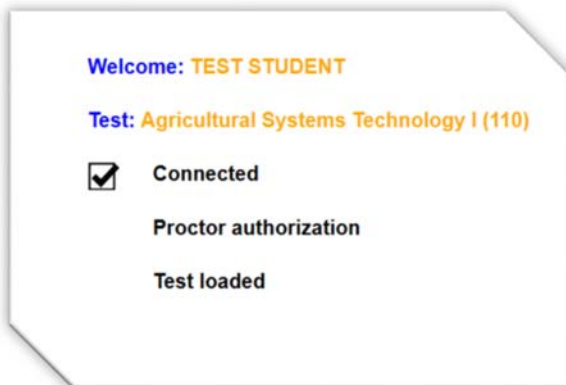
- ◆ **Step 3:** To proctor the exam, select the students you want to authorize to start the exam (or check the Select All box) and click **Authorize**.



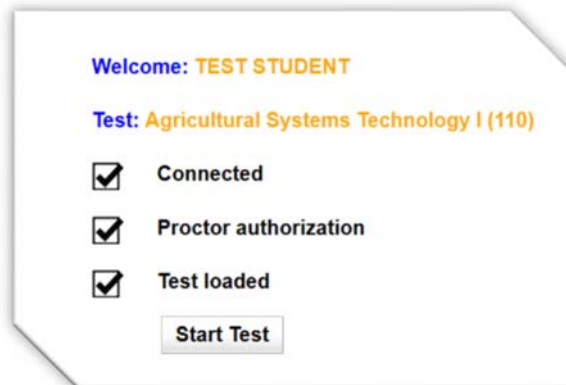
*-Note- (If all of your students aren't showing up on the list, hit Refresh)*

The students' screen will update and a **Start Test** button will appear, allowing them to start their exams.

Student screen before...



Student screen after they've been authorized.



**Congratulations! You have successfully proctored an exam.**

## Technical Support

For technical support, please contact: [support@precisionexams.com](mailto:support@precisionexams.com)

For immediate assistance, please call: (801)-653-9356

