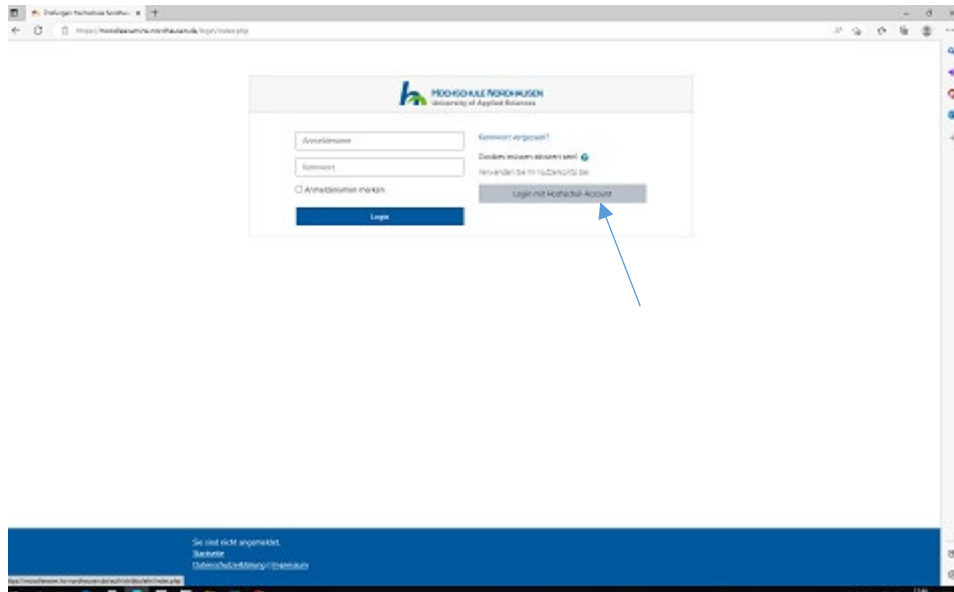# Instructions for taking online exams in Moodleexam with the Safe Exam Browser

In these notes we have summarised important information for you.
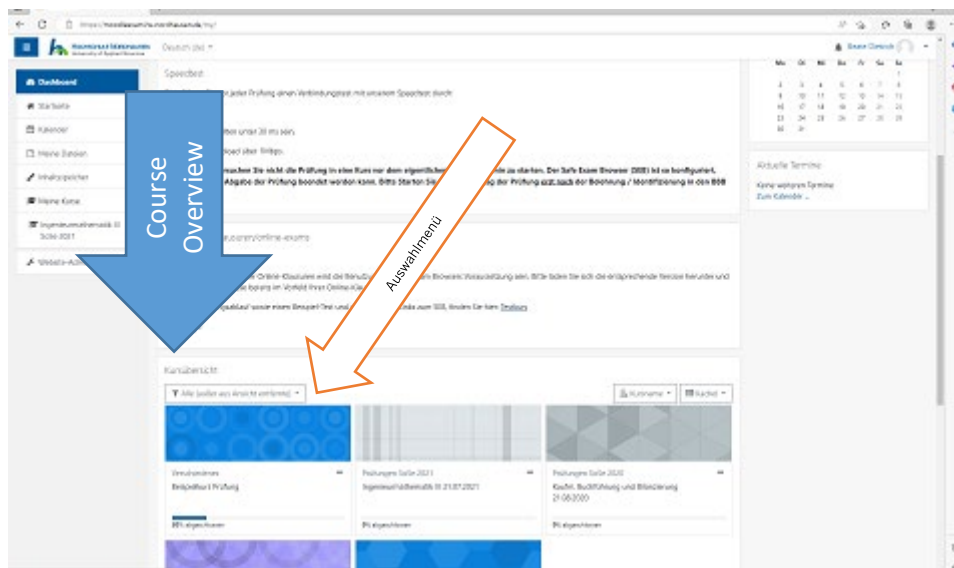
Please read them carefully!

If you are registered for an online exam, log in to Moodle Online Exams at least 30 minutes before the exam starts.
University homepage → Quicklinks → Online exams → Login → Login with university account

Please enter your known login data here.

Now you are on the dashboard. Here you will find all relevant information and your registered online exams.

In the course overview you will now see all examinations for which you are registered.

If this is not the case, you should select **Alle** via the selection menu.

The use of the Safe Exam Browser will be required to complete individual online exams. Please download the corresponding version and install it in advance of your online exam. The software is free of charge and can be downloaded via the links for Windows 10 or Mac (macOS 10.11 or higher).

Download SEB Version 2.3.2 für macOSLink/URL

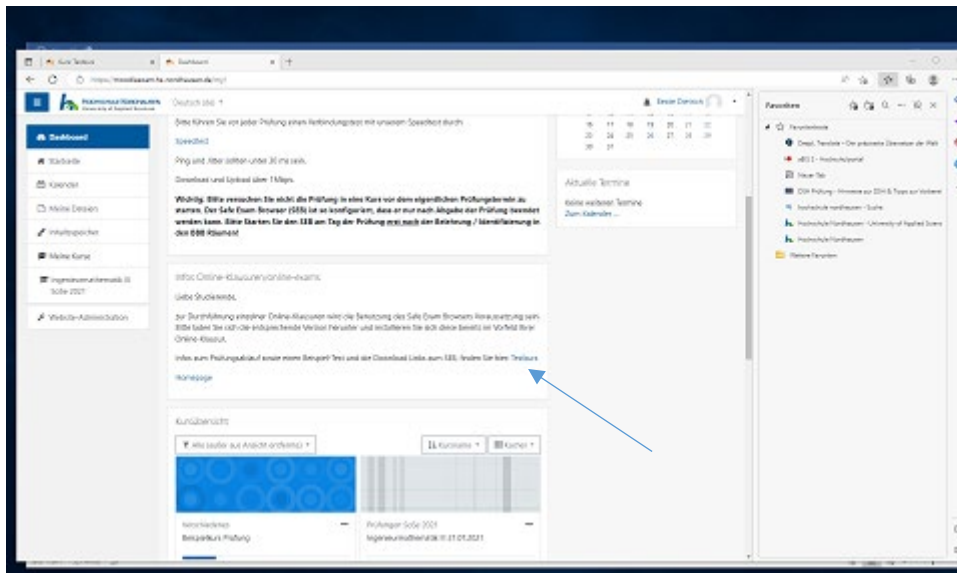Download SEB Version 3.1.1.250 für WindowsLink/URL

Please always carry out the speed test.

Recommended values for ping and jitter are below 30ms.
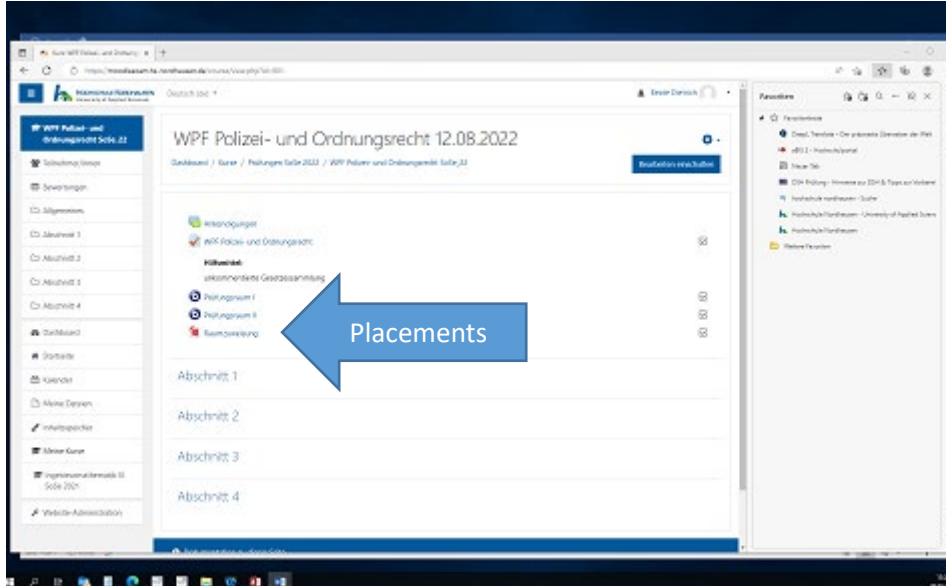The value for download should be above 1 Mbps and the value for upload should be at 1 Mbps or above.

Speedtest: Internet Verbindungstest Hochschule Nordhausen (hs-nordhausen.de)

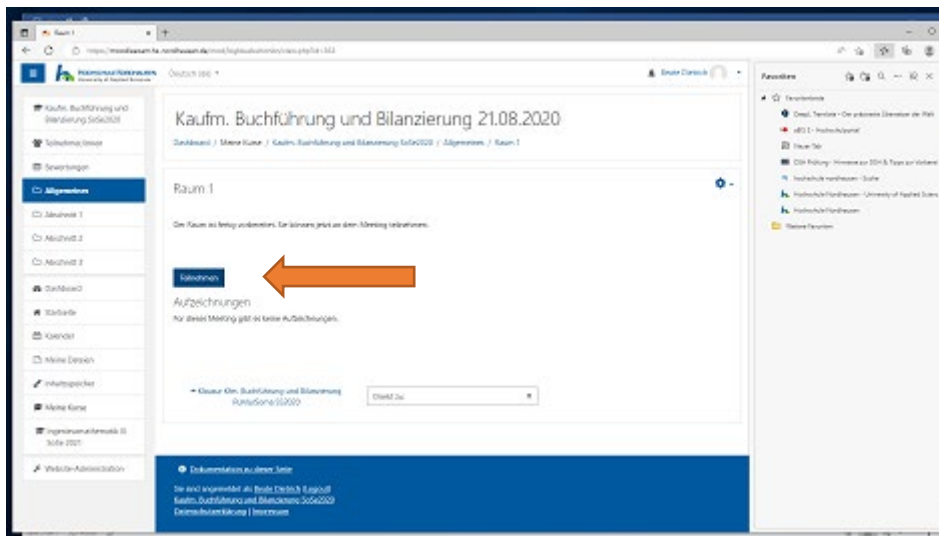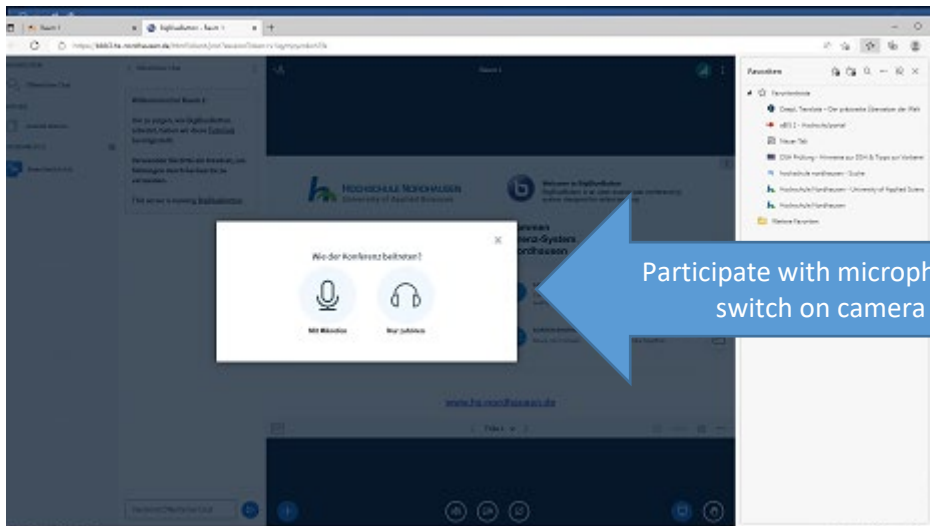**We strongly recommend that you do the test course in advance.**

You will be monitored during the exams and an identity check will be carried out in advance.

The Examinations Office will publish your assigned video rooms (BBB) on Moodle two days before the examination date at the latest. Furthermore, the room will be visible for you on the day of your examination on Moodleexam.

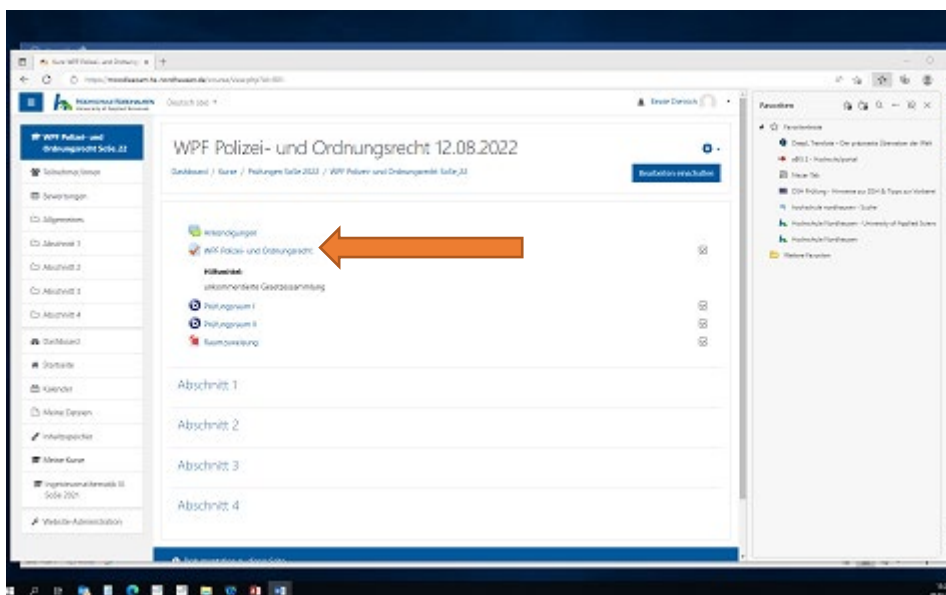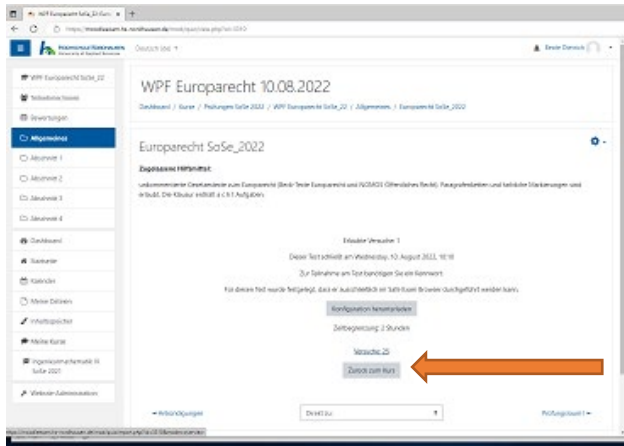Please log in to your assigned room 30 minutes before the exam starts.

Participate with microphone / switch on camera

Your supervisor will carry out the identity check (have your THOSKA and the consent form ready) and the instructions.
After all identy checks have been carried out, you will receive the password for the exam from your supervisor.
You will remain in the BBB room throughout the exam. Without being visible in the BBB room, the examination performance may not be assessed. Turn off your microphones during the exam.

When your supervisor gives you the start signal, you can begin the exam.

To start the exam click on the exam and then select the option "Start Safe Exam Browser", then the Safe Exam Browser (SEB) should open and you should see the login page again. Here you will need to log in again and will then be directed to the exam.
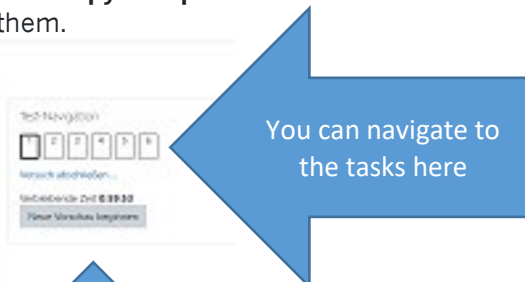
If the SEB does not start automatically, please select the option "Download configuration" and start it manually with the SEB.

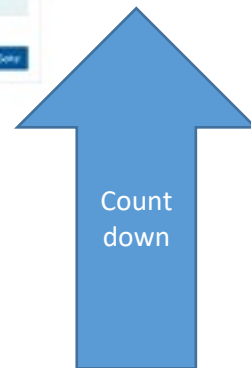You will then be asked to enter the test password.

Attention!!! It is not possible to insert the test password via copy and paste.
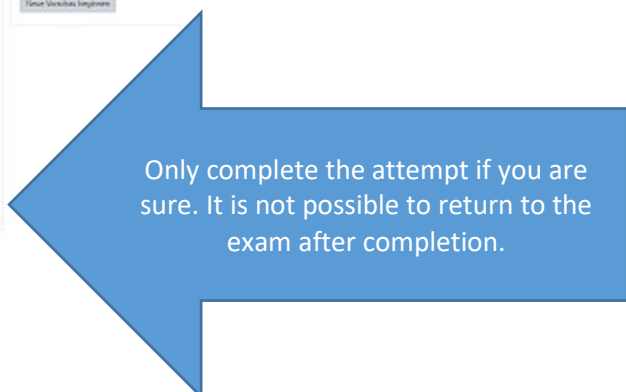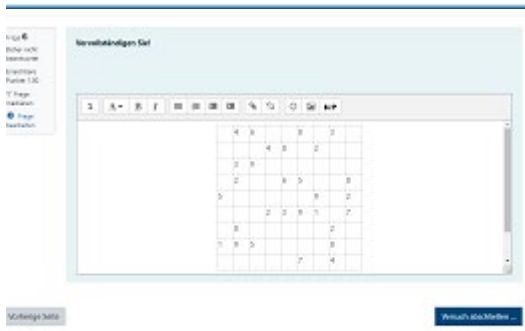Now you can see your exam questions and start solving them.

You can navigate to the tasks here

Count down

Only complete the attempt if you are sure. It is not possible to return to the exam after completion.