

Taking the NCE as an OnVUE Remotely Proctored Examination

Although very convenient, the OnVUE format may not be for everyone.

To help you make the best choice for you, here are some details about taking the examination online.

Prior to the Examination

- It is recommended that you use a personal computer as opposed to a work or public computer. Your system must use either Windows 10 or Mac OS 10.13 and above for compatibility with the online proctoring software.
- Run the recommended [systems check](#) around the same time of day you are planning to take the examination and on the computer you will be using.
- **Close ALL third-party applications, including your internet browser.**
 - ▷ Using the Task Manager (Windows) or Activity Monitor (MAC) to close applications ensures that all programs are closed.
 - » Windows: “Control + Alt + Delete”
 - » MAC: “Command + Option + Escape”
- If you are on a VPN, please close that connection.
- Disable any pending auto-updates you might have.
- A wired network is better than Wi-Fi if you have that option; if not, consider asking others who are sharing your internet to avoid usage during your examination. Tethering to a mobile hotspot is prohibited.



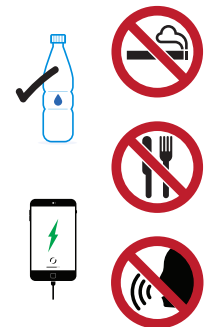
Room Selection and Arrangement

- You will need a private space for testing that is free of distractions and interruptions. Other people and pets are not allowed in the testing space. If another person enters the room while you are testing, your examination will be terminated. It is recommended that you select a room with a door that can be locked.
- **Your desktop must be clean**, and you cannot be within arm’s reach of books, notepads, sticky notes, papers, pens, pencils, etc. Items on the wall with writing on them, such as whiteboards, will be inspected. If your workspace does not pass a room scan, you will not be permitted to take the examination.
- Check for necessary **adjustments to lighting** and blinds beforehand, at the same time of day you are planning to take the examination.



Testing

- You can have a clear glass or water bottle at your workstation. Eating, smoking, and chewing gum are prohibited.
- Once you check in, you cannot leave the view of the webcam until the built-in 15-minute break that is granted after the first 100 questions have been completed. Plan accordingly!
 - ▷ Do not leave the view of the webcam until the proctor has started your break.
- No scratch paper is allowed, but you can use the computer whiteboard feature that is part of the examination.
- You CANNOT talk during the examination unless the remote proctor asks you a question. If you are used to reading aloud to yourself, moving your lips while you read, or verbally processing information, this format may not be best for you!
- You should have your charged cell phone within reach in case the proctor has to call you because of technical issues, but it cannot be on your work surface.



**Don't
Forget!**



- If you are using a laptop, make sure it is fully charged. Even better, ensure you are connected to a power source before starting your examination to avoid draining your battery.
- **Thoroughly** read through the information on the [Pearson VUE website](#).