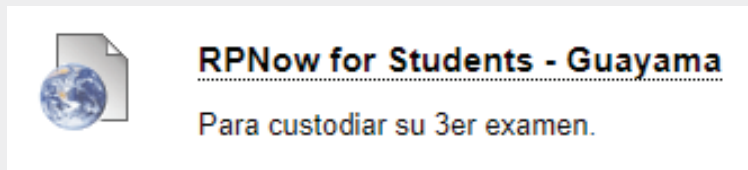


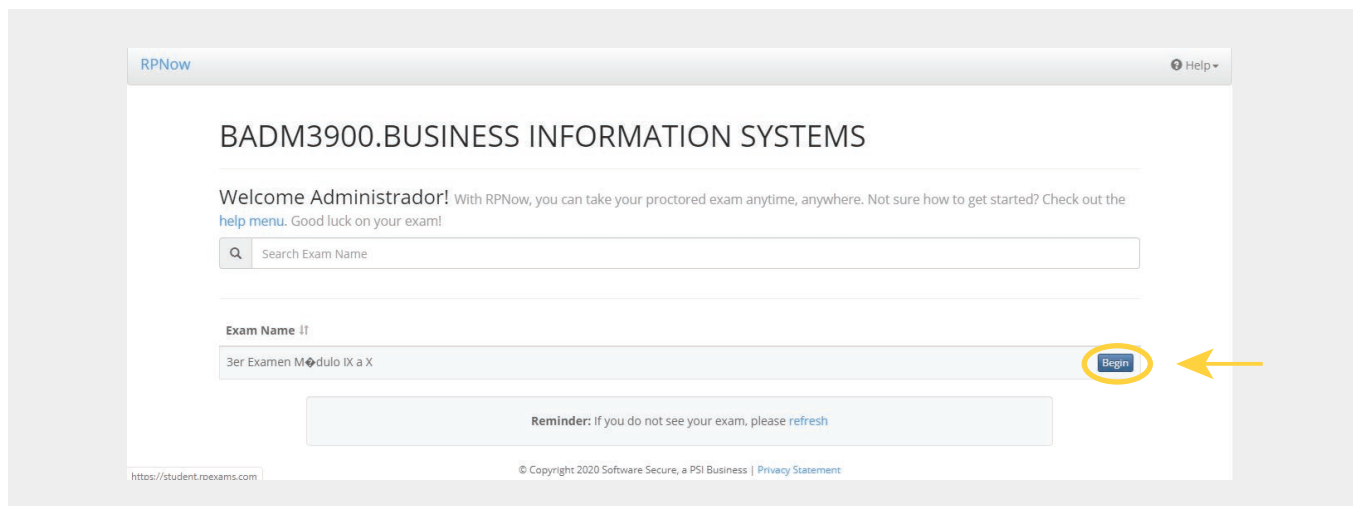
Pasos para la instalación de *Remote Proctor Now*

Una colaboración del Recinto de Guayama

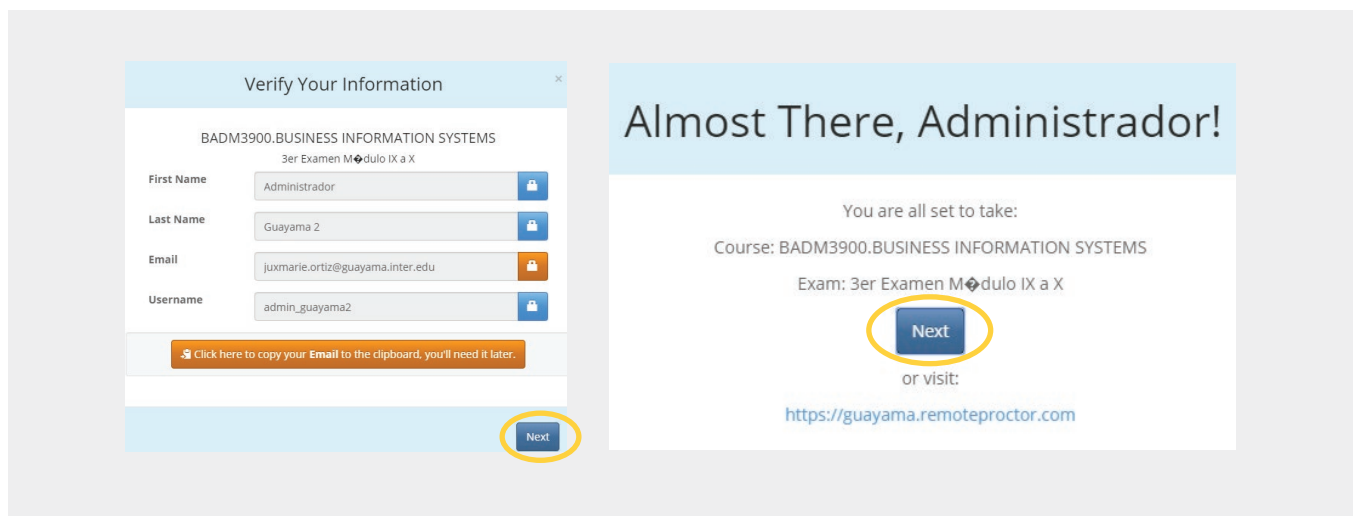
1. Vaya al área de exámenes y seleccione **RPNOW for Students**.



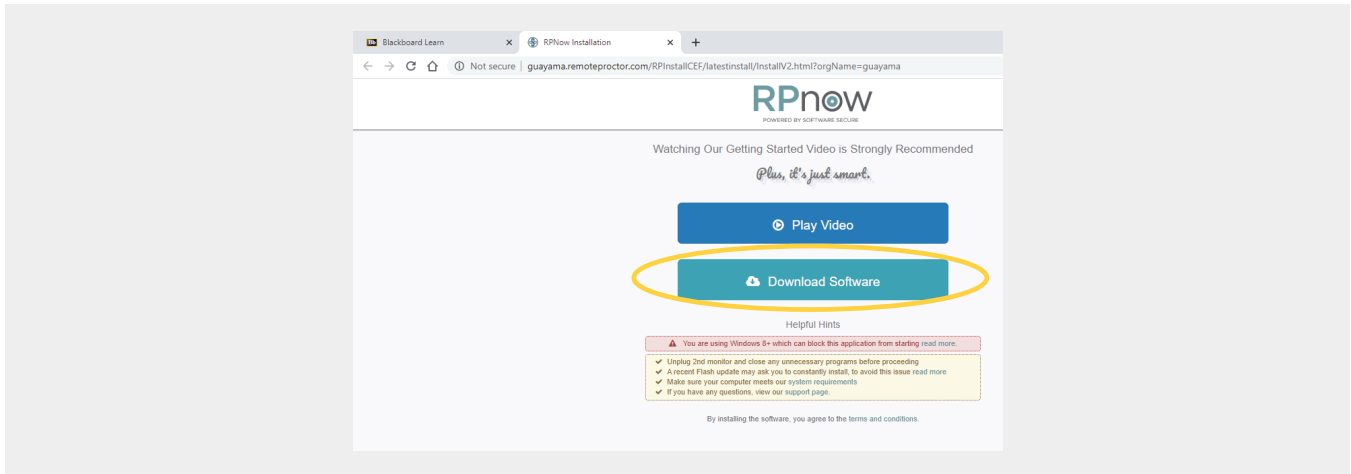
2. Le saldrá el examen custodiado del curso. Presione **Begin**.



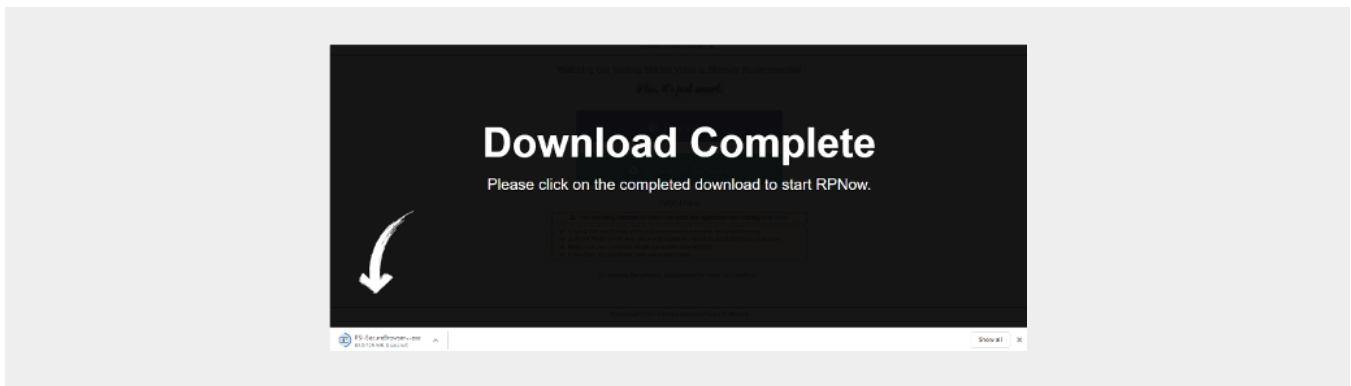
3. Aparecerá en pantalla su información. Verifique que esté correcta. Presione **Next**. Presione nuevamente **Next**.



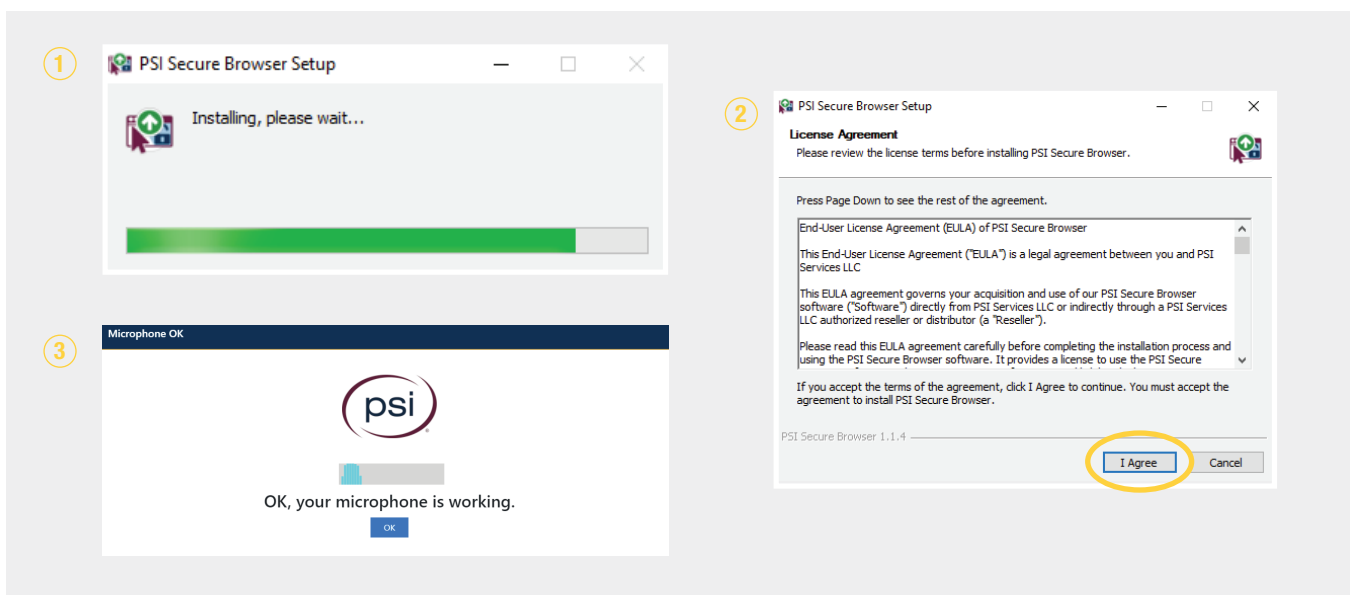
4. Descargue el programa seleccionando **Download Software**.



5. Al finalizar la descarga, abra el documento, acepte la política de uso y espere a que termine de instalar.



6. Una vez lo instale (1), tendrá que aceptar la política de uso del programa (**I Agree**) (2). Seguido, el sistema le pedirá hacer una prueba de audio (3).



7. Escoja el curso correspondiente (1), ingrese su información (2) y presione **Next**.

Debe escribir su correo electrónico asignado por la Institución.

1

EXAM INFORMATION

*Pick Your Exam Teacher/Sponsor or Course:

202030.70042: BADM3900.BUSINESS INFORMATION SYSTE

*Pick Your Exam:

3er Examen M?dulo IX a X

If you cannot find your organization, teacher, course or exam in the above dropdowns, please contact your organization.

2

TEST TAKER INFORMATION

Collecting test taker's information for the purpose of performing video review.

NOTE: You must enter your First and Last Names EXACTLY as they appear on the ID you intend to use so you won't be flagged for your name not matching the ID Photo provided.

*First Name:

*Last Name:

*Email:

Phone No:

Your phone number will be only used to contact you for support.

Next

8. En pantalla aparecerán las instrucciones y pasos a seguir para tomar su examen, recordándole que deberá presentar una identificación con foto válida (Licencia de conducir, ID de estudiante o pasaporte). Presione **Next**.

PRE-EXAM ADVISORY

The RPNOW system records the following throughout your entire exam experience:

- Desktop (includes any applications or websites you open)
- Webcam (any activity in the room)
- Microphone (any sounds in the room)

In addition...

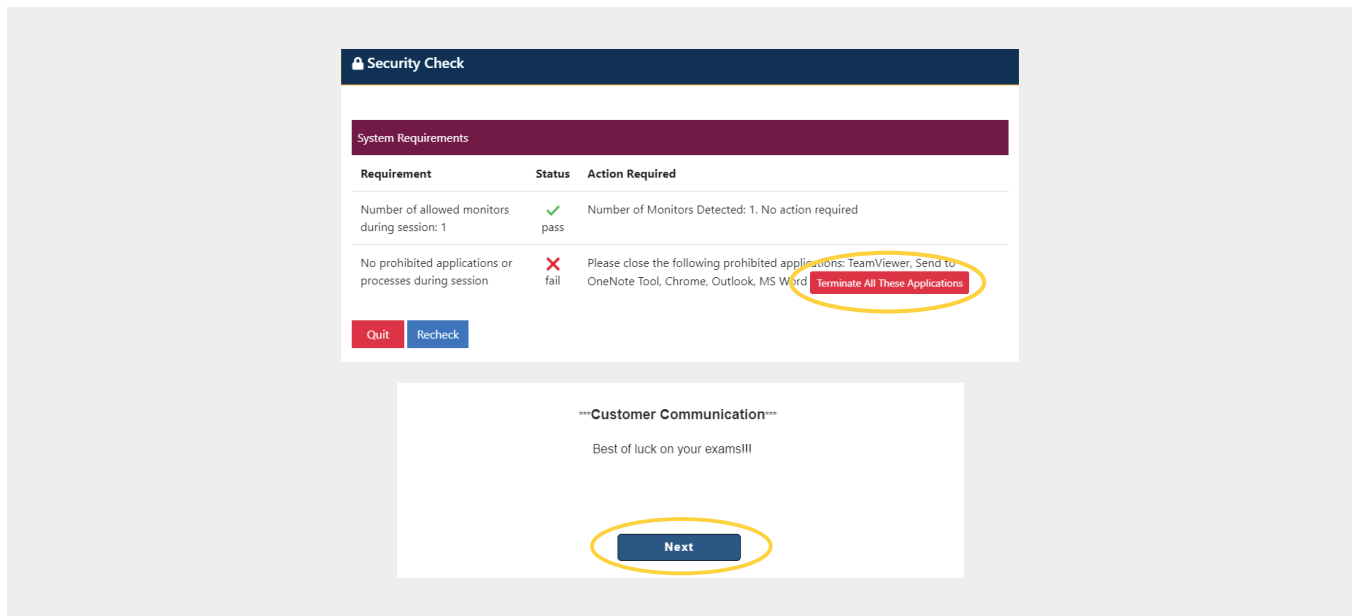
- You ***must*** provide a clear photo of your ID
- And unless otherwise stated by your instructor, you must ***not*** browse the web or your local computer

Please follow your exam rules to avoid possible sanctions!

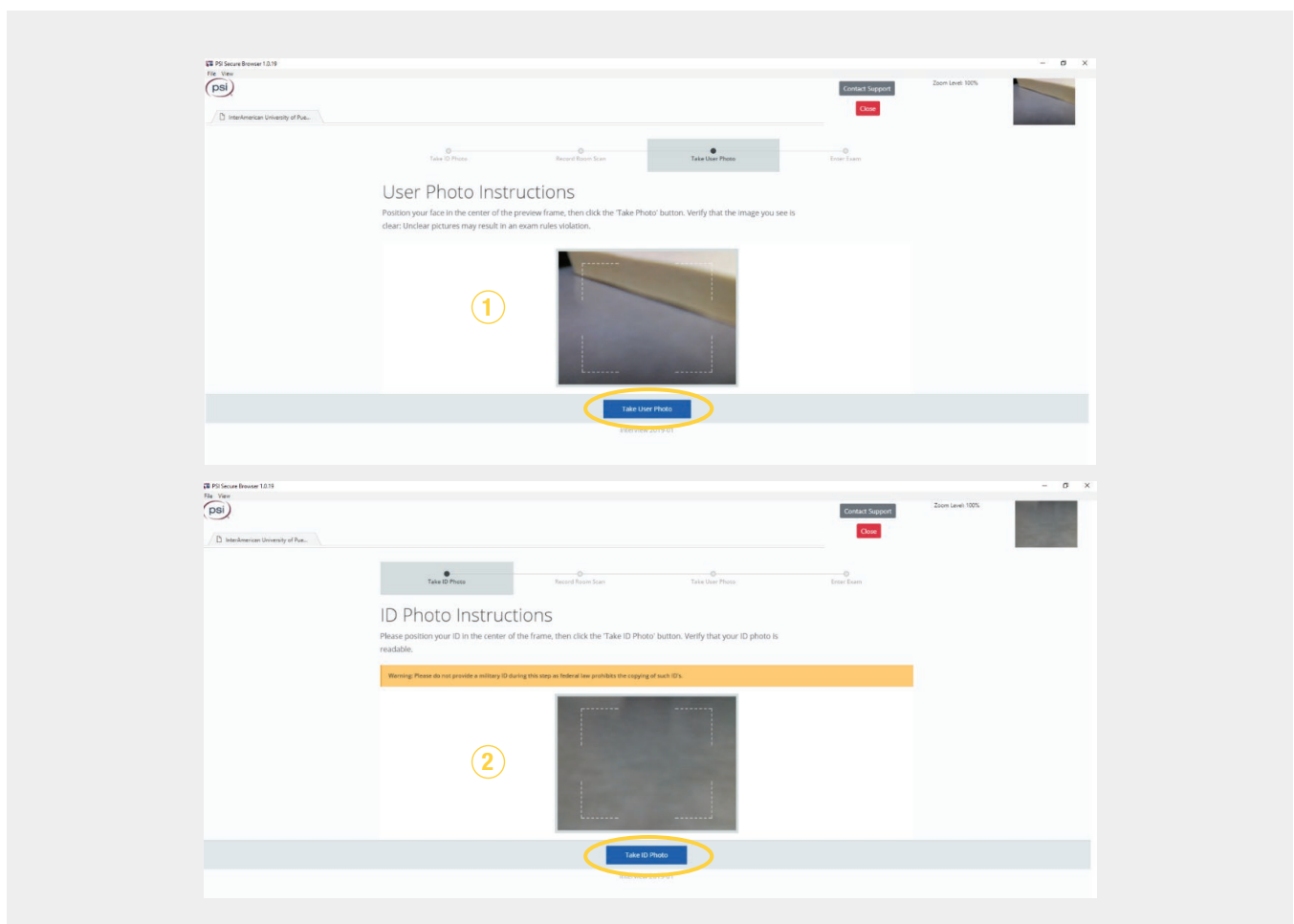
NOTE: After completing your exam, you **must** close the RPNOW software to end the recording!

Next

9. El programa verificará los requisitos del sistema y le dejará saber si tiene abierta alguna aplicación que no esté permitida. En este caso, deberá seleccionar **Terminate All These Applications** (1), y luego presionar **Next** (2).

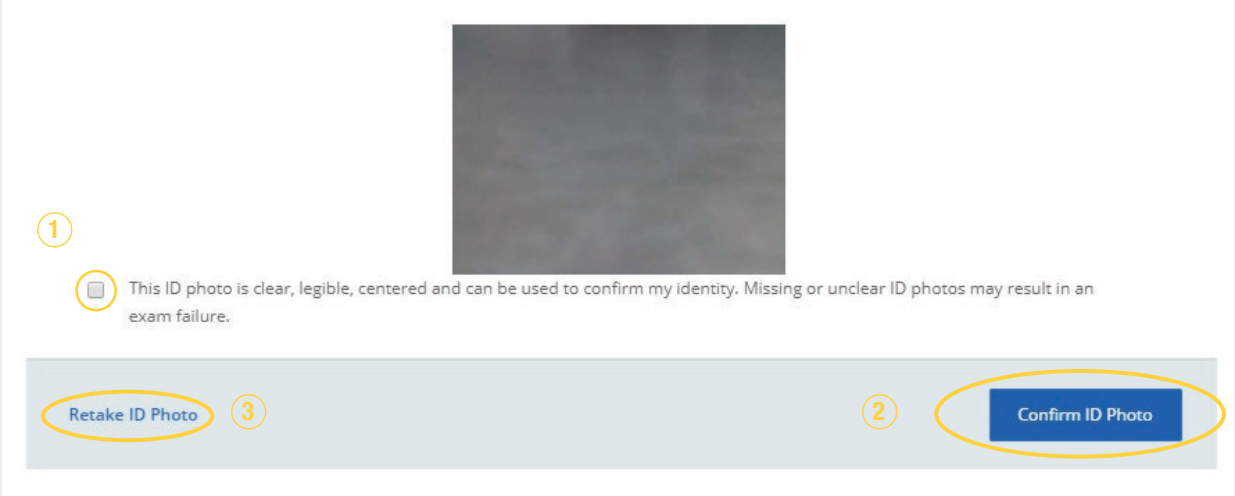


10. En el próximo paso deberá tomarse una foto (1) y presentar una identificación válida (2).



11. Revise y confirme (1) que la foto haya quedado legible. Presione **Confirm ID Photo** (2). De ser necesario, puede tomarla nuevamente presionando **Retake ID Photo** (3).

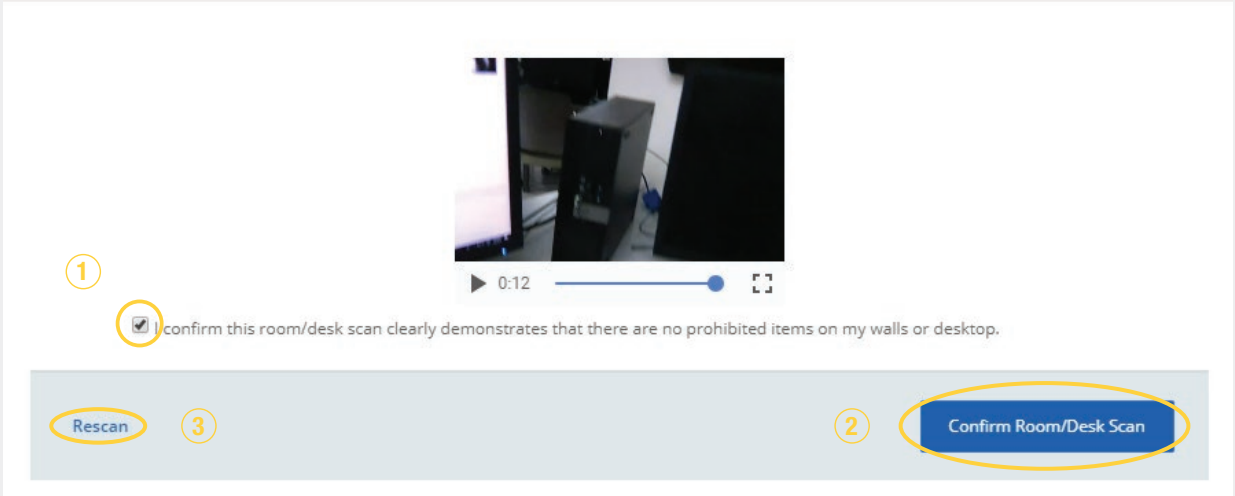
ID Photo Preview



The interface for ID photo preview. At the top, it says "ID Photo Preview". Below this is a large, dark, blurry rectangular area representing the photo. To the left of this area is a yellow circle with the number "1". Below the photo area is a checkbox with a yellow circle containing "1" next to it. The text next to the checkbox reads: "This ID photo is clear, legible, centered and can be used to confirm my identity. Missing or unclear ID photos may result in an exam failure." At the bottom of the interface is a light blue bar. On the left side of this bar is a button labeled "Retake ID Photo" with a yellow circle containing "3" next to it. On the right side of the bar is a button labeled "Confirm ID Photo" with a yellow circle containing "2" next to it.

12. Como parte de los requisitos de grabación realice un rastreo (*scanning*) del espacio en donde se encuentra, evidenciando que está libre de interrupciones y de materiales o recursos que no estén permitidos. Luego, marque el recuadro (1) y presione **Confirm Room** (2). De ser necesario, puede realizar el proceso nuevamente presionando **Rescan** (3).

Room/Desk Scan Preview



The interface for room/desk scan preview. At the top, it says "Room/Desk Scan Preview". Below this is a video player showing a room with a desk and a computer. To the left of the video player is a yellow circle with the number "1". Below the video player is a checkbox with a yellow circle containing "1" next to it. The text next to the checkbox reads: "confirm this room/desk scan clearly demonstrates that there are no prohibited items on my walls or desktop." At the bottom of the interface is a light blue bar. On the left side of this bar is a button labeled "Rescan" with a yellow circle containing "3" next to it. On the right side of the bar is a button labeled "Confirm Room/Desk Scan" with a yellow circle containing "2" next to it.

13. Tendrá 5 minutos para acceder **Blackboard** (1), entrar a su curso (2) y seleccionar el examen que va a tomar.

psi-secure-browser

✕

1. You now have 5 minutes to start your exam, otherwise, you will need to start the process over again.

2. Navigate to your exam start page and if your exam requires a password, you must click on the "Insert Exam Password" button at the top of your screen when prompted to enter the exam password.

3. Take your exam.

4. Remember to follow your institution's exam policy to avoid being flagged for violations.

OK

Password Timeout

The program has timed out waiting for the password to be inserted.

Select one of the following options in order to continue.

Quit

I'm in the exam now

I need more time

Exam Password

Need Password Help?

Time remaining to enter exam: 00:00:00

Reload Page

Contact Support

Close

Username:

Password:

Login

Forgot Your Password?

NA

ORICO

PROGRAMAS EN LINEA

ASOCIADOS Y CERTIFICADOS

BACHILLERATOS

DOCTORADOS Y MAESTRIAS

https://interbb.blackboard.com/

PSI Secure Browser 1.0.19

File View

psi

Insert Exam Password

Contact Support

Zoom Level: 100%

01:06

Close

Interamerican University of Pinar del Rio

INTERAMERICANA

UNIVERSITY

My Institution

Courses

My Institution

Notifications Dashboard

Community

Add Module

Personalize Page

T1

Tools

Announcements

Calendar

Tools

My Grades

Personal Information

Send Email

User Directory

Address Book

Evaluation Kit

Good Performance

Starfish

Goals

My Messages

Courses with Messages

You have no new unread messages!

Last Updated: February 8, 2019 9:41 AM

Starfish

Go to Starfish

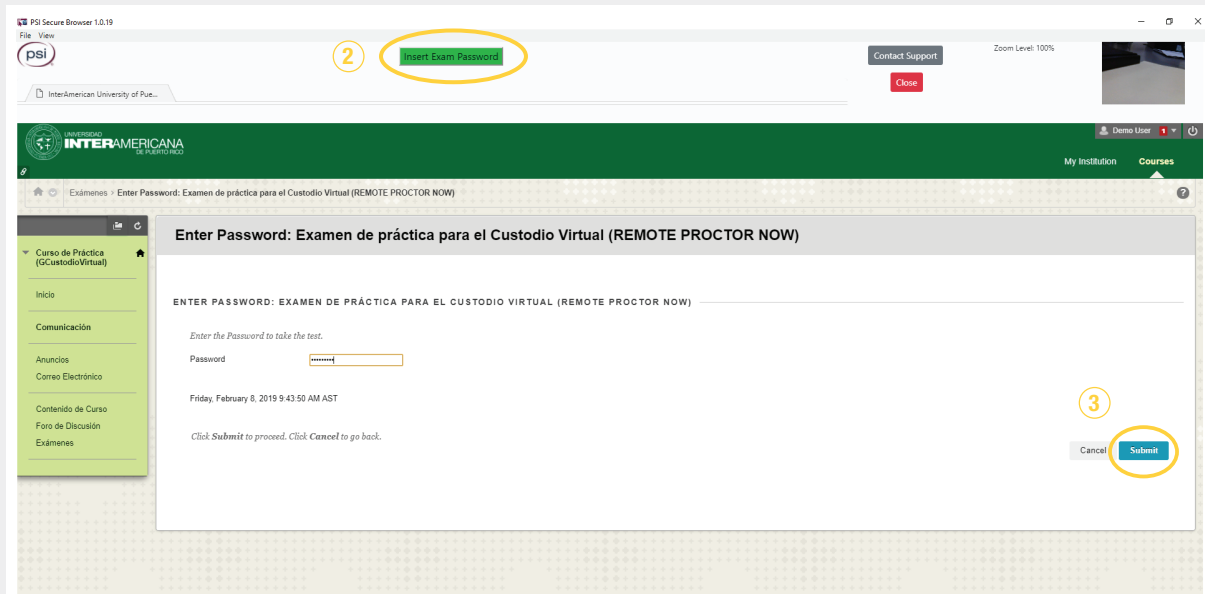
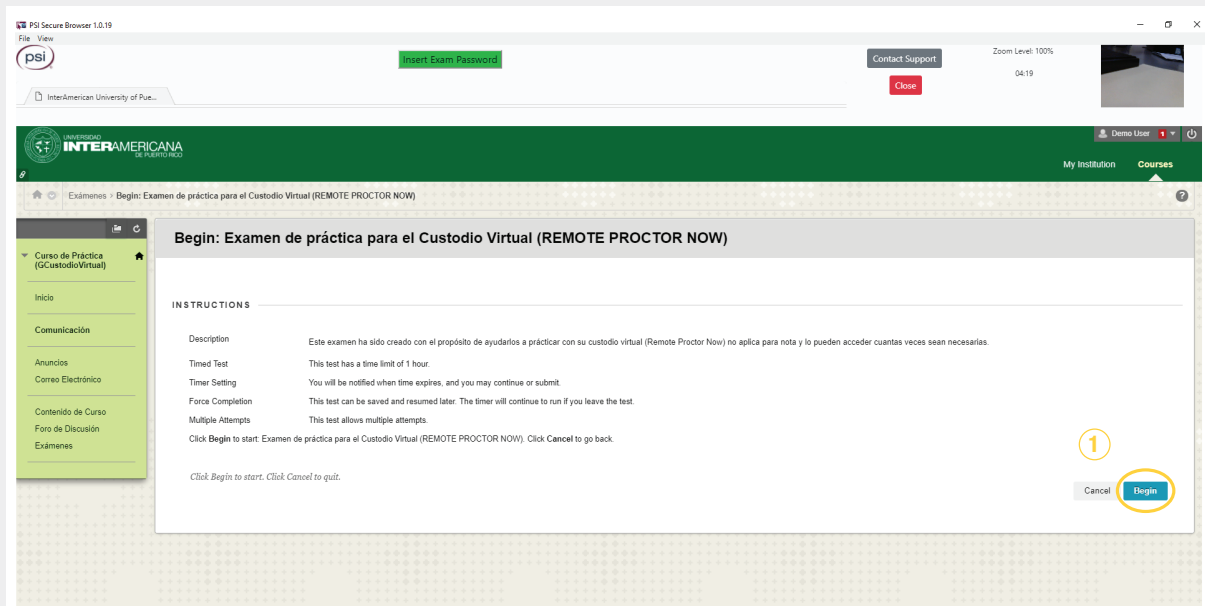
My Announcements

No Institution Announcements have been posted in the last 7 days.

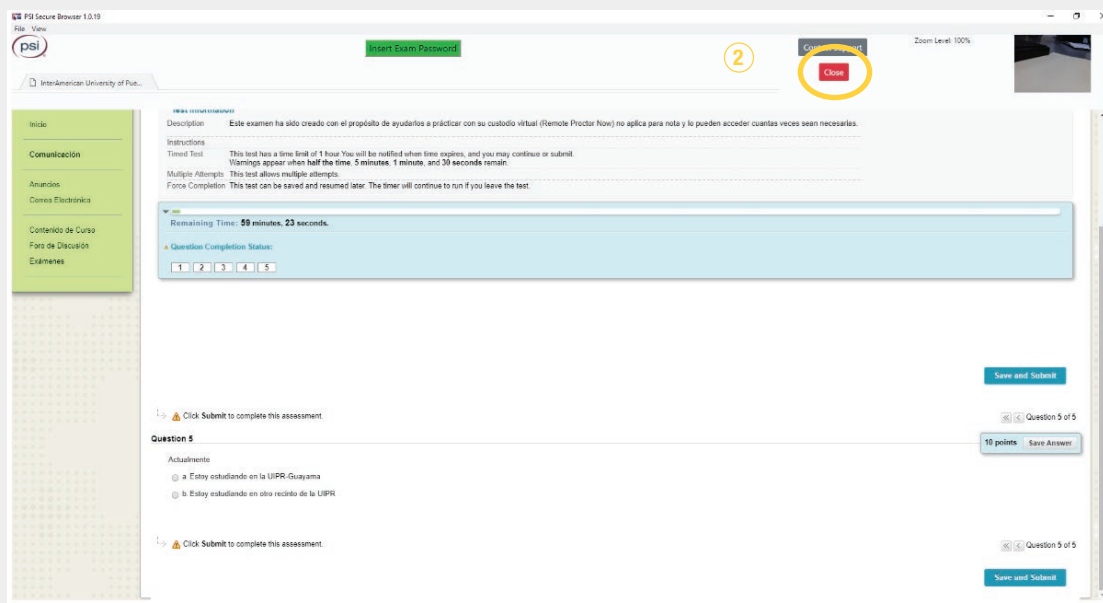
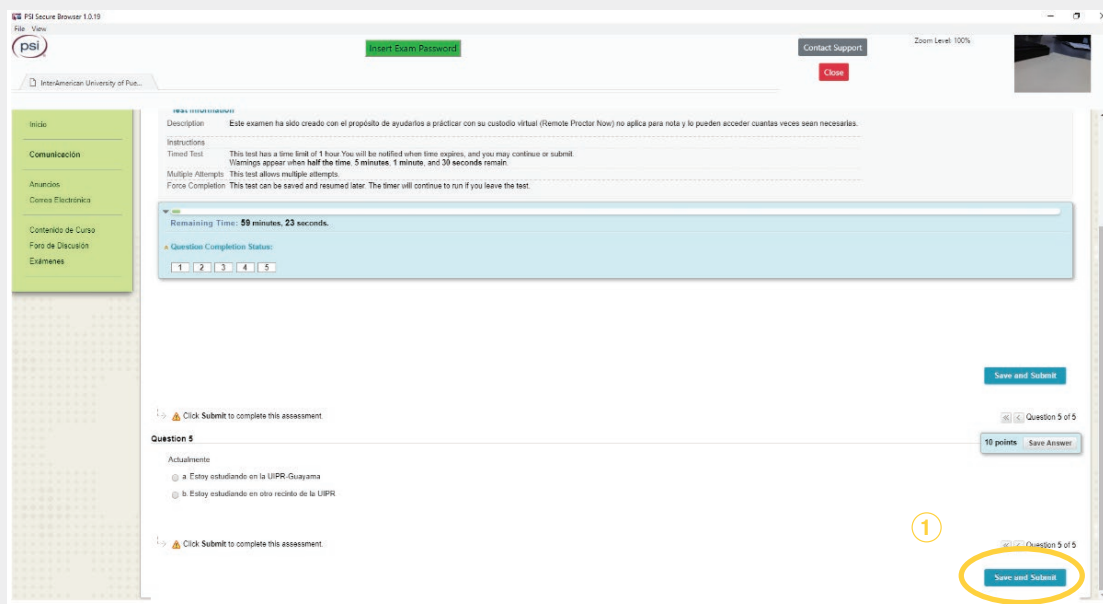
No Course or Organization Announcements have been posted in the last 7 days.

more announcements...

14. Una vez seleccione su examen, presione **Begin** (1). Cuando se le solicite la contraseña, presione **Insert Exam Password** (2) y luego **Submit** (3).



15. Una vez comience el examen, deberá completarlo. Al finalizar, presione **Save and Submit** (1), seguido **Close** (2) para detener la grabación y salir del sistema.



De enfrentar algún problema durante el examen, debe comunicarse con el profesor del curso. Para apoyo técnico puede comunicarse con la **División de Educación en Línea** de su unidad académica o con la compañía de **RP Now** a los siguientes teléfonos:

1 (844) 644-8251

Línea de ayuda en español. Disponible de lunes a viernes, de 8 am a 4 pm.

1 (855) 436-2039 / 1 (617) 658-2879

Líneas de ayuda en inglés. Disponibles 24/7.

También puede conectarse a un chat en vivo (*Live chat*) presionando **Contact Support** dentro del programa.