

Steps for Testing Day – eTests

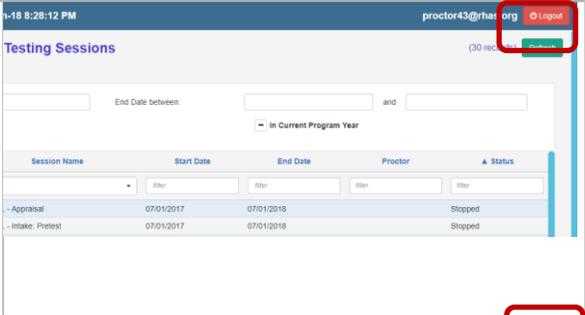
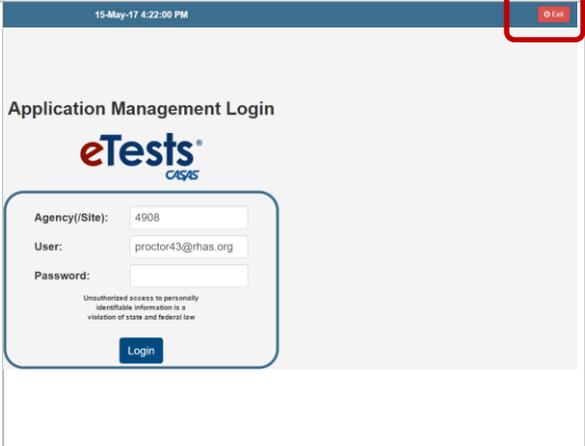
STEP 4: AFTER THE TEST

At Testing Stations

Step	Screen	Description
1.		<ul style="list-style-type: none"> After testing is finished and no further testing will take place in the lab, <ul style="list-style-type: none"> EXIT the testing application on each station. <p><i>Note! This is required for Test Security.</i></p>
2.		<ul style="list-style-type: none"> Close the web browser on each station. Reset each computer workspace area in the lab.

At Proctor Station

Step	Screen	Description
3.		<ul style="list-style-type: none"> Return to your Proctor Station From the Session Activity window, <ul style="list-style-type: none"> Click Manage.
4.		<ul style="list-style-type: none"> From the Test Session Management pop-up window, <ul style="list-style-type: none"> Click STOP. Repeat Steps 3 & 4 until all proctored sessions are stopped. <p><i>Note! This is required for Test Security.</i></p>

Step	Screen	Description
5.		<ul style="list-style-type: none"> From the Management Console, <ul style="list-style-type: none"> Click LOGOUT. <p><i>Note! This is required for Test Security.</i></p>
6.		<ul style="list-style-type: none"> EXIT the application at top right. <p><i>Note! This is required for Test Security.</i></p>
7.		<ul style="list-style-type: none"> Close the web browser. Prepare the lab for the next time testing is scheduled. Secure the testing lab.