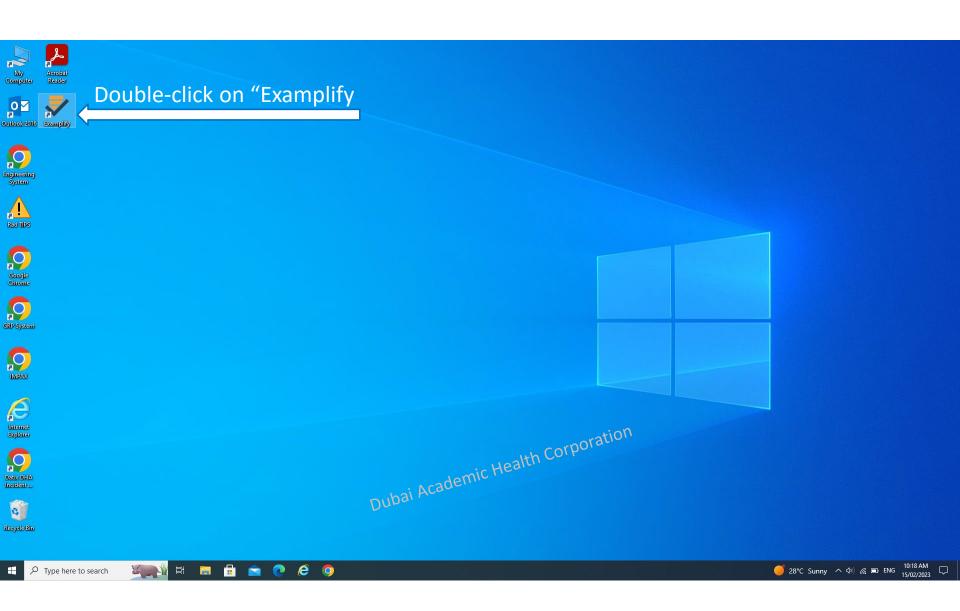
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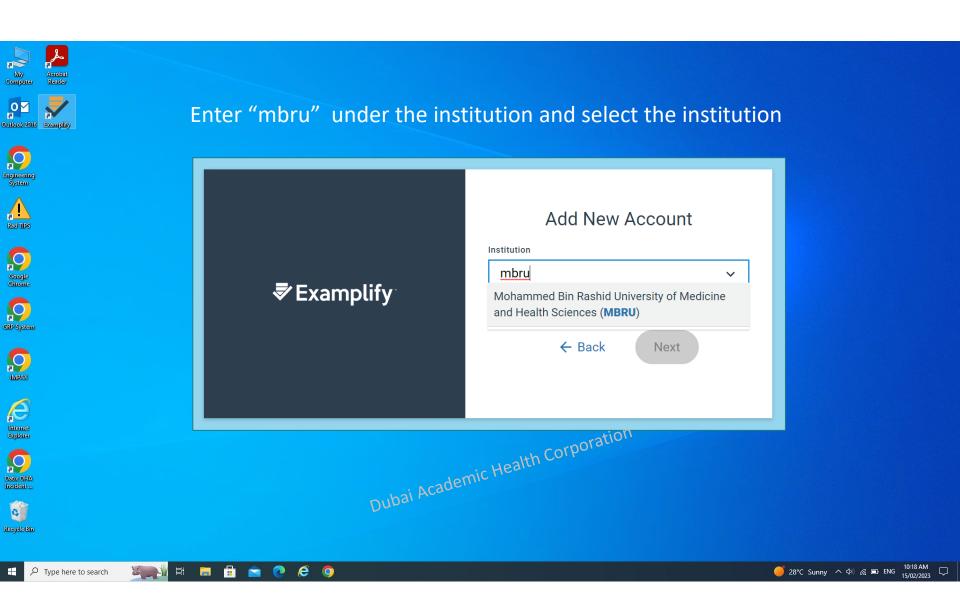
# Guide to using Examplify

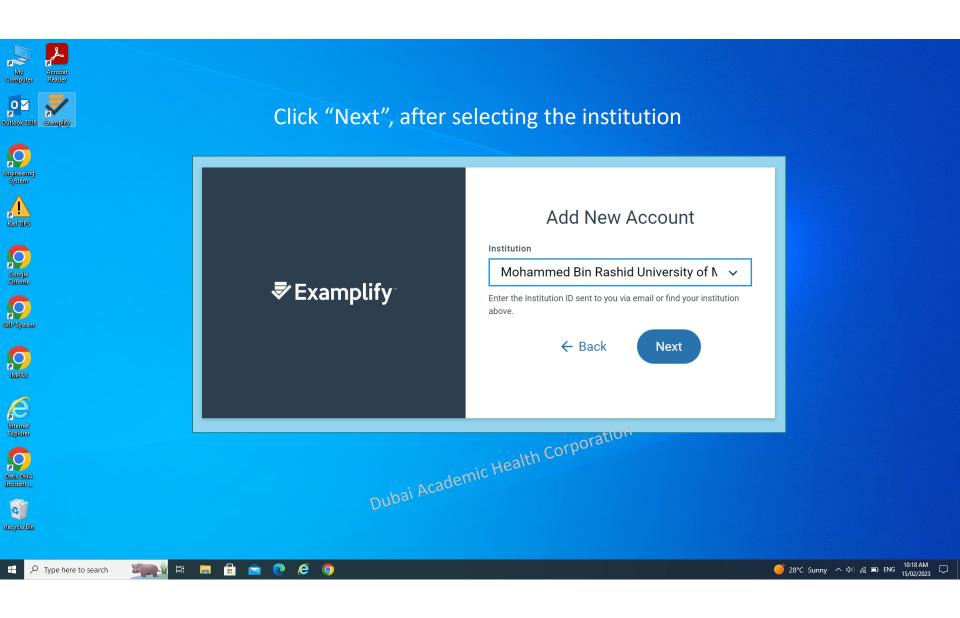


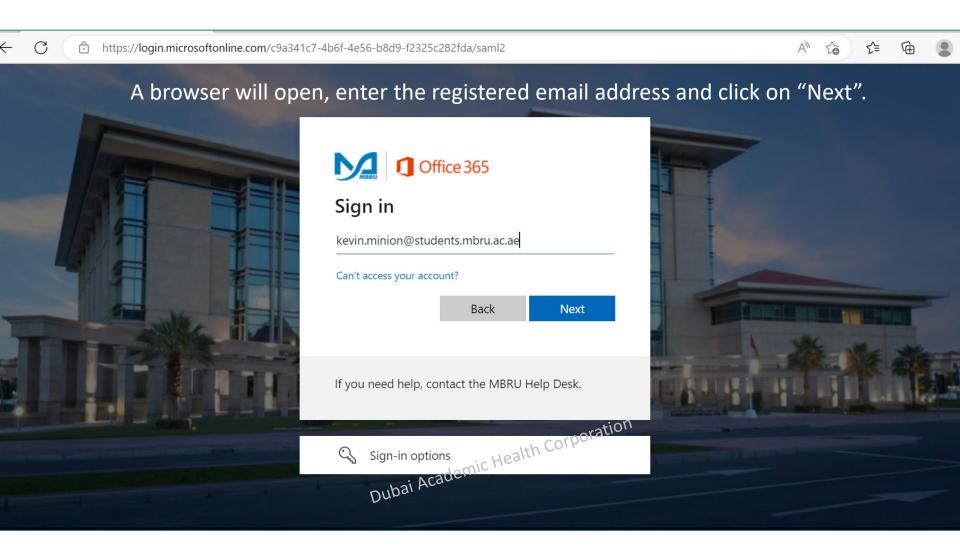
PgME, Assessment Division

pgme.assessment@mbru.ac.ae

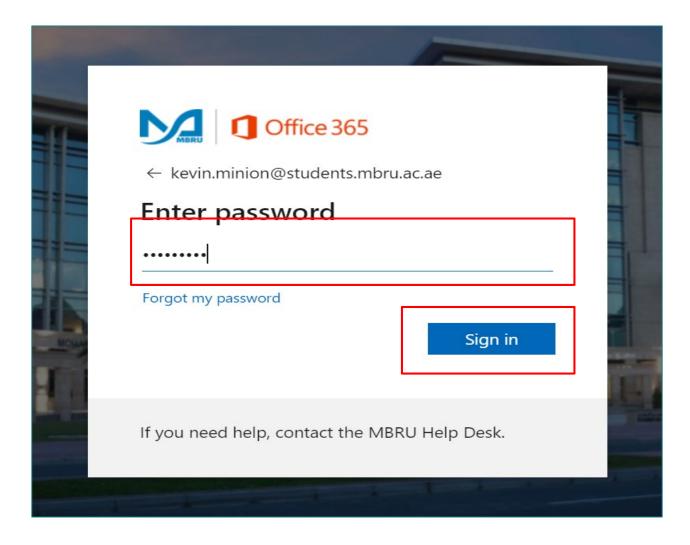




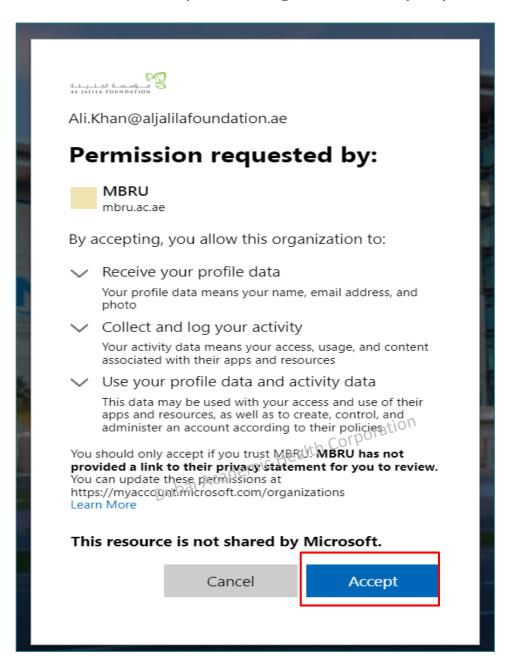




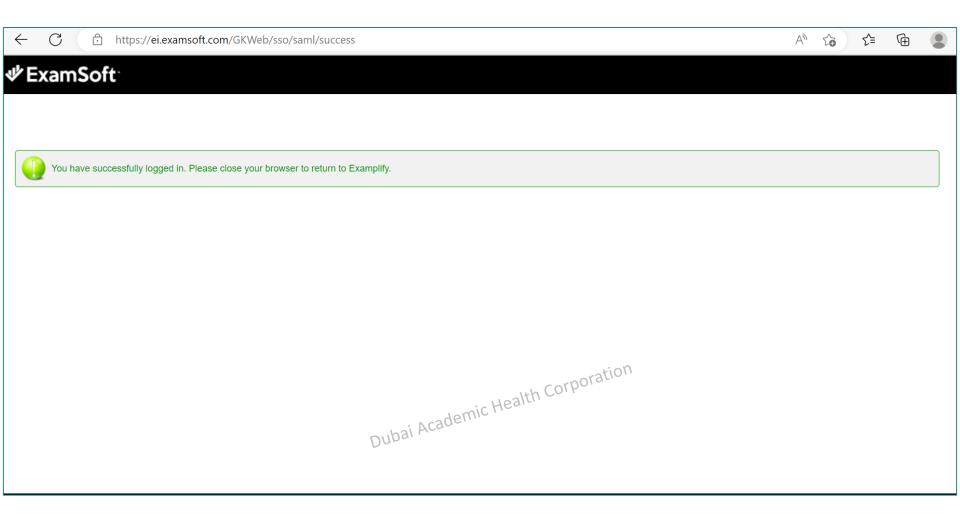
Enter the password shared by email and Click "Sign in".



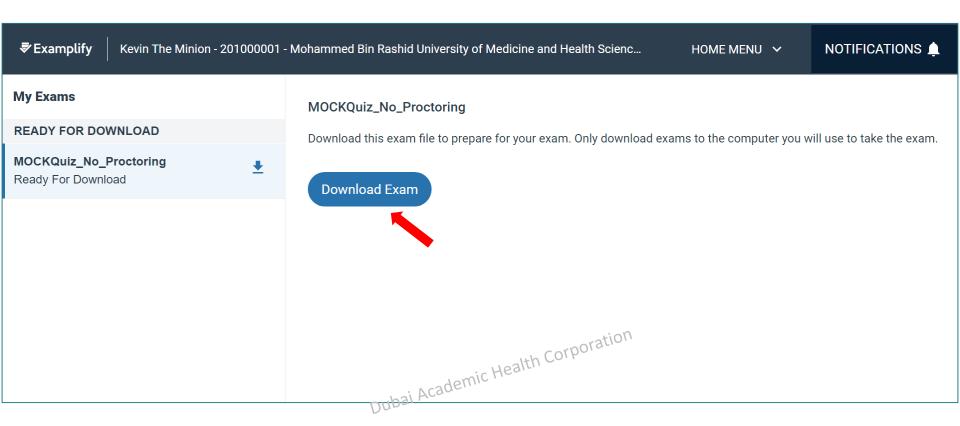
## Click on "Accept", to login to Examplify

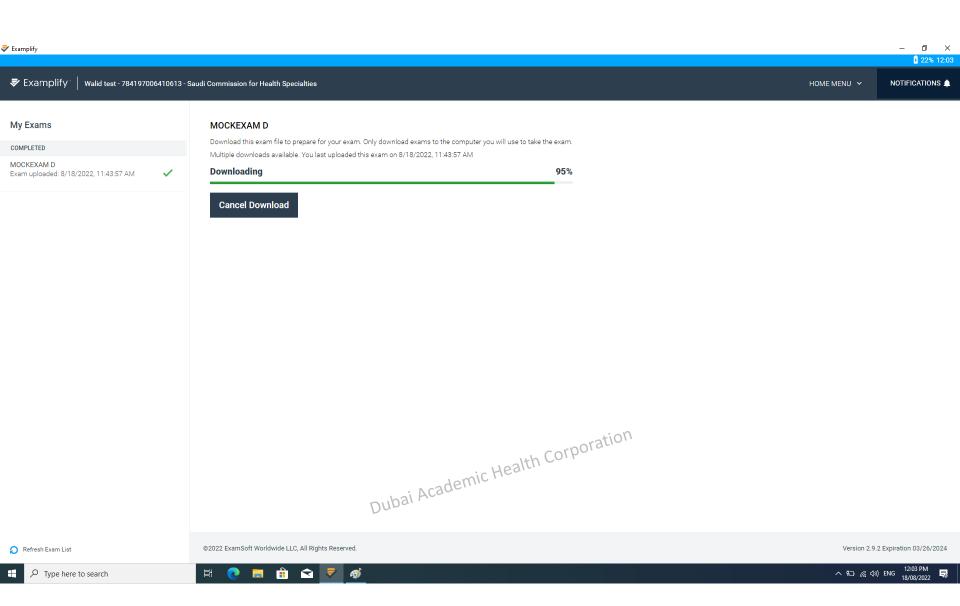


# You will see the successful login screen, minimize the browser

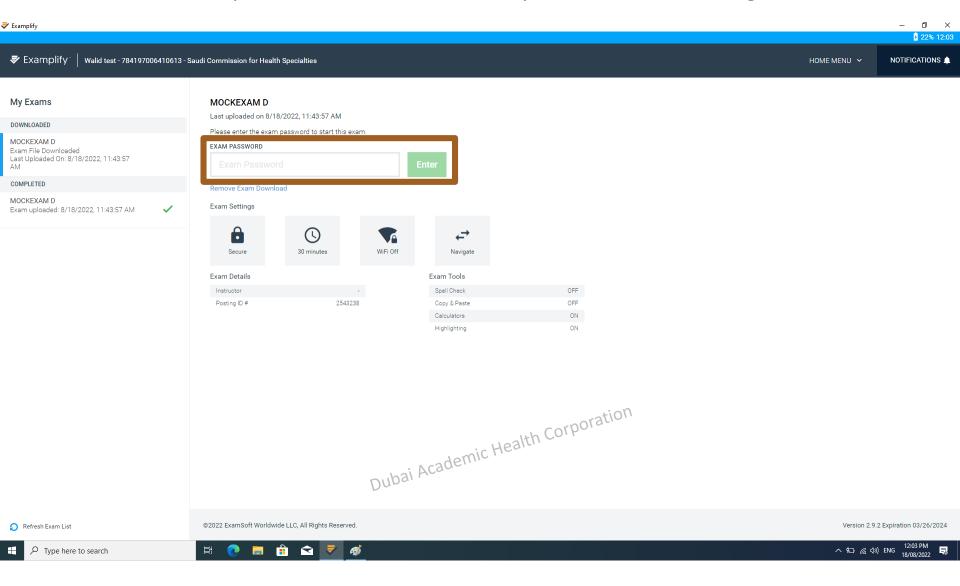


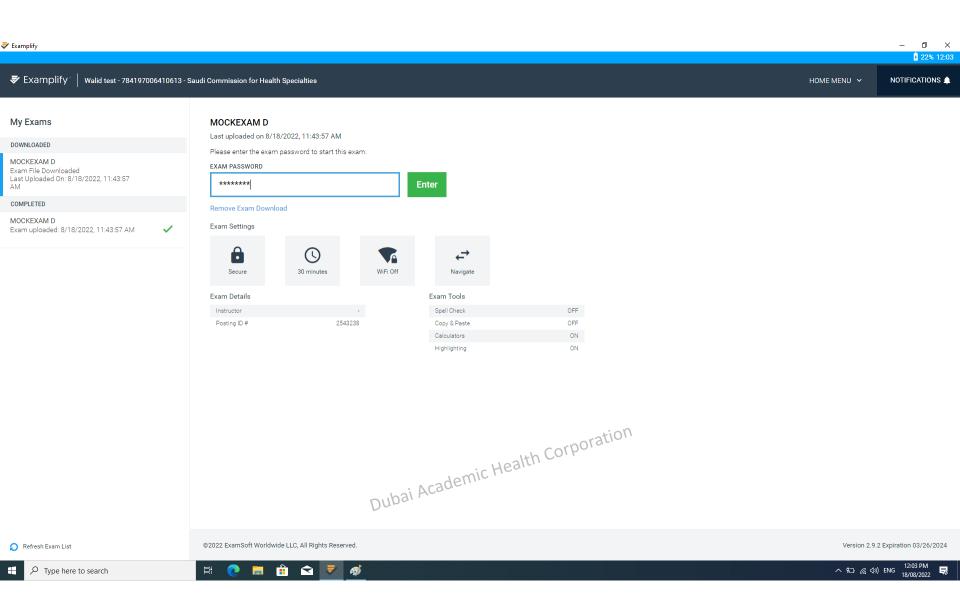
## Click on "Download Exam" to download the exam





The exam password will be shared with you at the exam starting time.



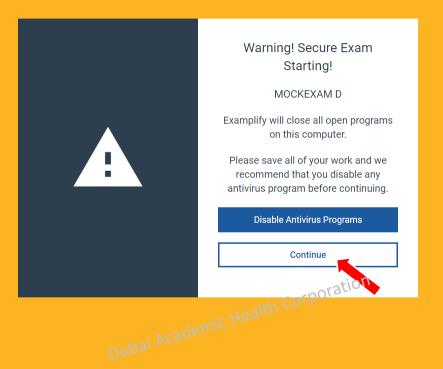






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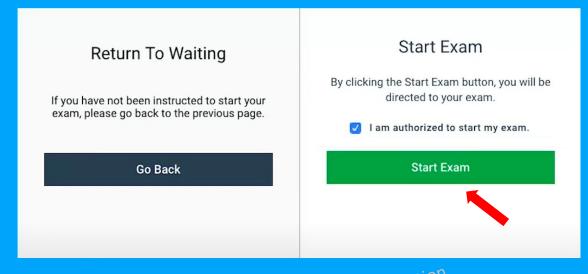
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Examplify



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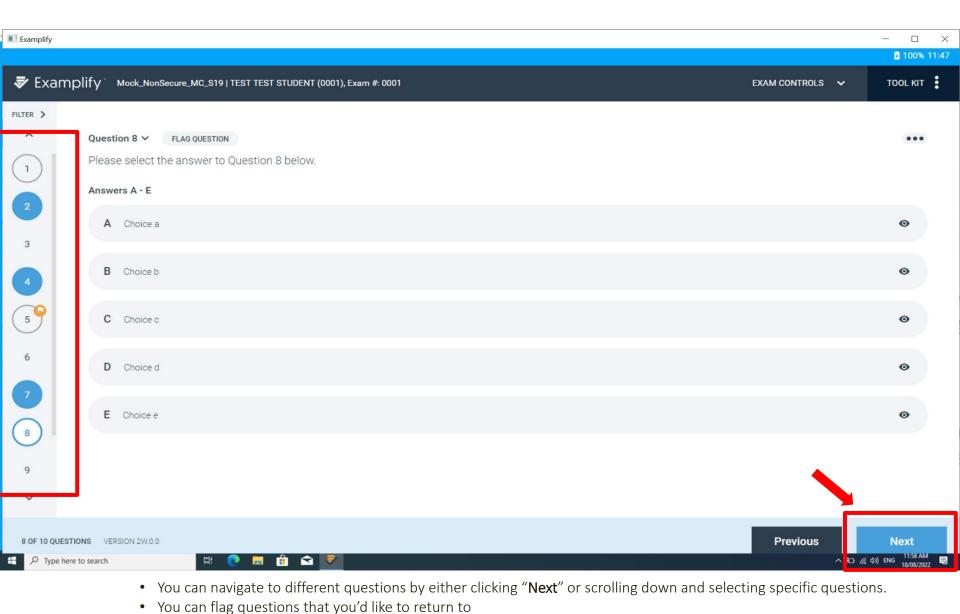










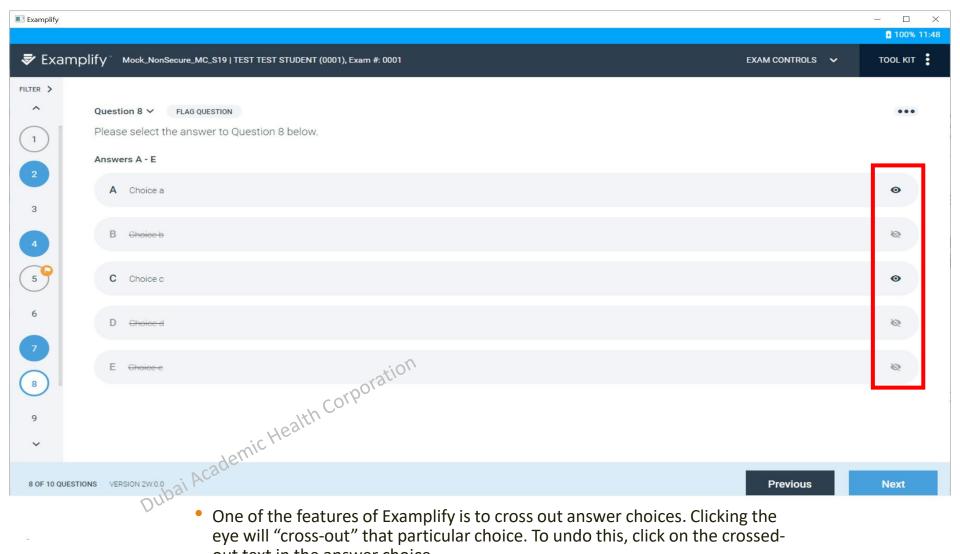


• The Question number you've already answered will be filled in "Blue"

• Questions you've visited but haven't answered will be outlined

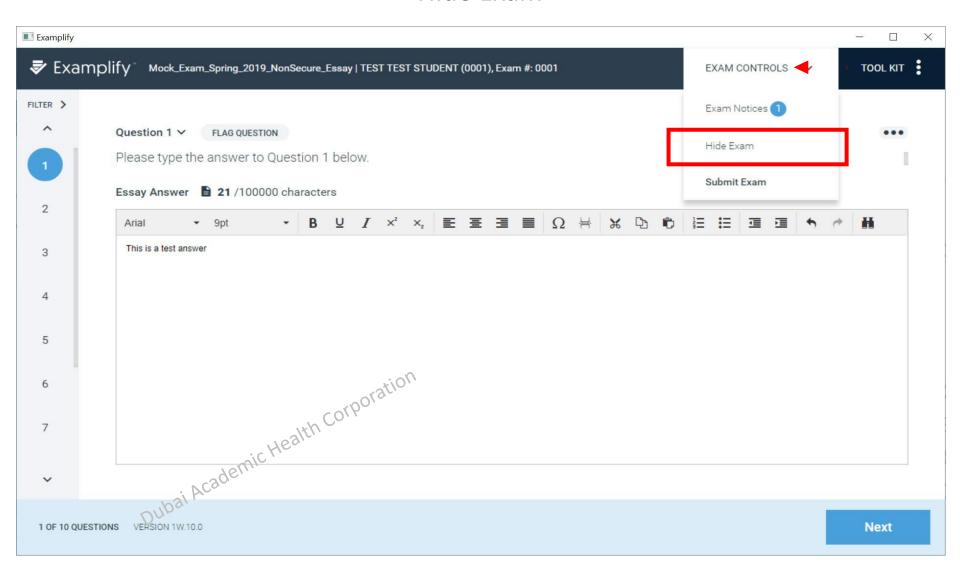
15

## Multiple Choice Exam



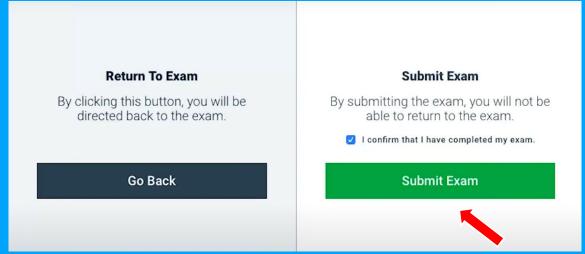
- One of the features of Examplify is to cross out answer choices. Clicking the eye will "cross-out" that particular choice. To undo this, click on the crossedout text in the answer choice.
- IMPORTANT: You must still select an answer for your response to be counted. Crossing out is just a visual aide.

## Hide Exam



To block your Examplify window during an exam (i.e. during a restroom break), select "Exam Controls" then "Hide Exam."

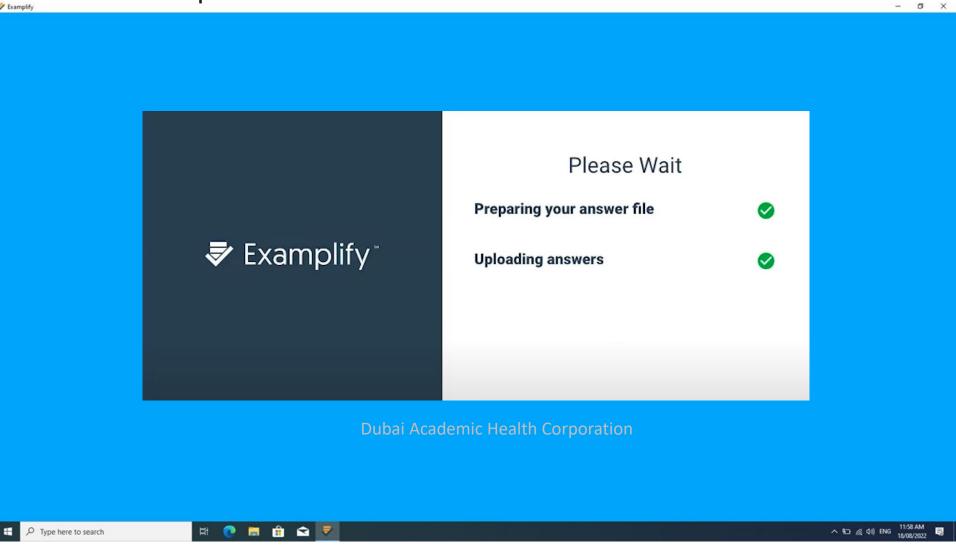


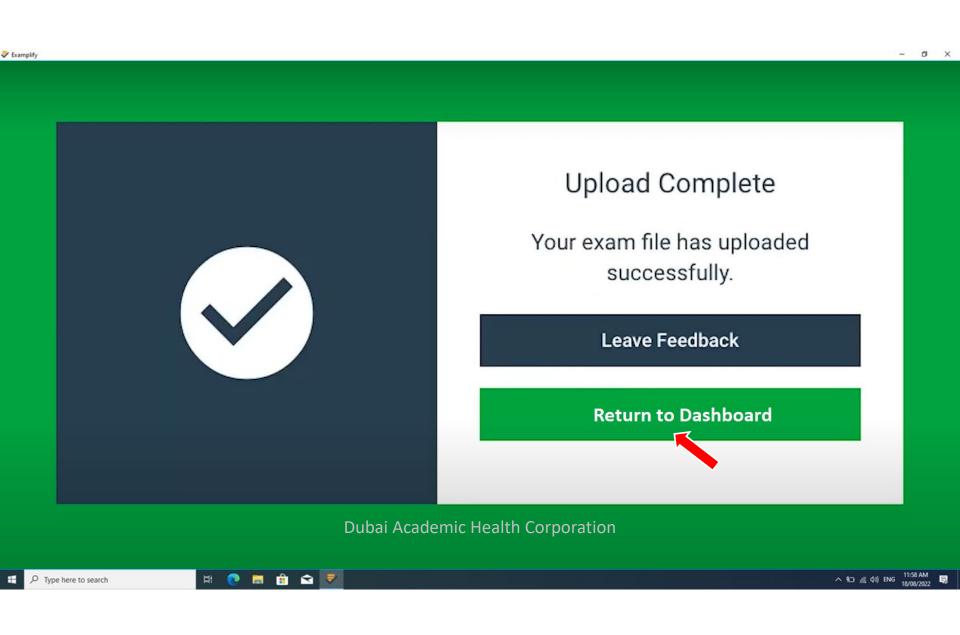


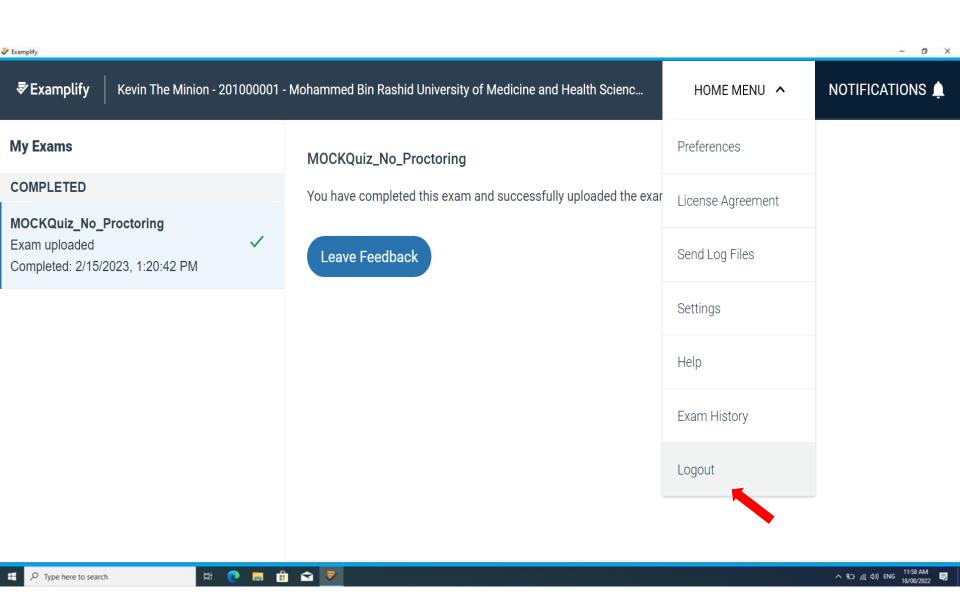
Must click "Submit Exam" to upload your answers



Please don't leave the room until the next page appears to ensure your answers are uploaded.







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# important to know

### What time should I log in to take the exam?

We recommend that you arrive in your exam room at least one hour early to allow ample time to log into the ExamSoft system and go through the verification of identity process.

### When will the exam password be available for me?

The password is released when you are at your seat in your exam room.

Although you will have the exam on your computer, you will not be able to open the file until the password is released when you are at your seat in your exam room. This will be approximately 30 minutes before your exam start time.

#### What am I allowed to bring into the examination room?

You may bring a small transparent bottle of water into the examination.

Mobile phones, smartwatches and other electronic devices are not allowed in the exam room with you.

## Can I wear headphones/earbuds and listen to music to help me to focus?

No headphones/earbuds are permitted during the exam period. No music or noise is allowed in the exam room.

### How do I submit my answers once my exam is finished?

Once the examination is complete, Examplify will automatically upload your answer file.

You must upload your answer file immediately after exiting your exam. If you experience any upload issues, you must report those issues immediately to the proctor.

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For safety purposes and to prevent spill water\ liquids on computer, do not keep any water or liquids on your computer's table. you can keep it on the floor near to you.







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