



# Test-Taker Eligibility and Requirements

# What Are the Eligibility Requirements?

- The test taker is registering to take the test at home in the United States and its territories.
- Computer equipment meets the requirements for the test — the test taker is instructed to use a link we provide to check prior to registration.
- The test room meets the requirements for an acceptable testing environment.

# What Are the Equipment Requirements?

## Computer

- Must be a desktop or laptop computer, not a tablet or mobile device
- Must use Windows® operating system, versions 10, 8 or 7
- Can use a Mac® computer with Windows installed
- Must use Chrome™ or Firefox® browser

## Microphone

- Must use an internal or external microphone that is not part of a headset to communicate with the proctor

## Speaker

- Must use an internal or external speaker to hear the proctor
- Headsets or wireless earphones are not allowed

## Camera

- Can be a built-in camera in the computer or a separate webcam
- Camera must be able to be moved to show the proctor a 360-degree view of the room, including your tabletop surface, before the test

# What Are the Test Environment Requirements?

## Privacy

- Test taker must be alone in a room with no one else entering during the test.
- Testing in a public space such as a park, internet cafe or restaurant is not allowed.

## Tabletop and Seating

- Computer and keyboard must be on a desk or other tabletop surface.
- Tabletop and surrounding area must be clear of all items not approved for use during the test.
- Test taker must sit in a standard chair; sitting or lying on a bed, couch or overstuffed chair is not permitted.
- Food and drink are not permitted during the test.



# What Are the Test Environment Requirements?

## Clothing and Appearance

- Ears must remain visible, not covered by hair, a hat or other items.
- Test takers must be dressed appropriately, as they will be monitored via video and their photos will be shared with score recipients.
- Watches, jewelry, tie clips, cuff links, hair clips, headbands, sunglasses and other accessories are not permitted.

## Note-Taking Materials

- Test takers **may not** take notes on regular paper, for security purposes, but can use one of the following:
  - White board with erasable marker
  - Blank paper inside of a transparent sheet protector and erasable marker
- All notes must be erased in view of the proctor at the end of the test.



# How do test takers register for *Praxis*® Tests at Home?

**Test takers register for their tests with ETS, then schedule their testing appointments with ProctorU®**

- Test takers are advised to complete the *Equipment and Environment Checklist* prior to registering and scheduling tests. Test sessions will not proceed if the computer and testing room don't meet the requirements.
- If test takers wish to reschedule an existing appointment at a test center for a *Praxis* test at Home appointment, they will need to contact *Praxis* Customer Service.



# How to Register at ETS

**Test takers follow the standards steps to start on the *Praxis*<sup>®</sup> test registration. To get started, they should:**

- Have identification (ID) documents ready.
- Set up a *Praxis* account, if they don't have one.
- Make sure the name on the account matches the name on their primary ID.
- Log into their account, find the My *Praxis* home page, and select Register/Find Test Centers.
- Find the Test Centers and Dates page, and select the option for the *Praxis* Tests at Home. They will select a test date and time later with ProctorU<sup>®</sup>.
- Follow the directions to continue their registration and pay for the tests.
- Receive an email from ETS confirming payment.
- Receive an email from ProctorU with a link and temporary password to set up a ProctorU account to select a test date and time.



# How to Register with ProctorU®

**Now, test takers are ready to schedule their appointments with ProctorU. They should:**

- Use the link and temporary password from the ProctorU email to create a new ProctorU account.
- If they already have a ProctorU account for another test, they will need to create a new account for the *Praxis*® Tests at Home.
- Complete Registration with ProctorU.
- Select *Schedule* next to the purchased exam.
- When complete, you will receive a confirmation message on screen and via email.



# Rescheduling and Canceling an Appointment

## Rescheduling a *Praxis*® Tests at home Appointment

- Test takers needing to reschedule an appointment may do so through their ProctorU® accounts by selecting the *Reschedule* button.
- They can reschedule a test any time before their appointment date and time.

## Canceling a *Praxis* Test at home Appointment

- Test takers needing to cancel an appointment should contact *Praxis* customer support from Monday–Friday, 8 a.m.–6 p.m. ET via phone at **1-800-772-9476**.
- Test takers must cancel at least three days before their test date, not including the day of their test, to receive a partial refund, which is the standard *Praxis* test cancellation policy.



# How does the *Praxis*® Tests at home solution address accommodations?

- Once approved, the following accommodations can be requested in the test taker's My *Praxis* account for the *Praxis* test at home solution:
  - extended time
  - extra breaks
  - screen magnification
  - selectable colors
- If other accommodations are required, test takers can request them through ETS Disability Services  
<https://www.ets.org/praxis/register/disabilities/>





# Test Security

# What Security Safeguards Are In Place?

ETS is taking every precaution to ensure that test delivery and administration meet our high standards. We are employing multiple best-in-class security measures that use both real-time human monitoring and artificial intelligence technology:

- **Live proctors** will ensure constant vigilance, including confirming the test taker's identity and scanning their home environment before testing begins, flagging any suspicious activity and intervening if necessary.
- **Artificial Intelligence technology** — such as facial recognition, gaze tracking and video recording of the entire session — will guard against malicious activity.



# How Does Real-Time Human Proctoring Work?

- Live, human proctoring is delivered by ProctorU®:
  - 10+ years of experience delivering innovative solutions to over 1,000 organizations, including universities, colleges, and public and private enterprises.
  - Their data from over 5 million test-takers, including for large-scale, high-stakes tests, has given them unique insight into when and how examinees attempt to violate security standards.
- ProctorU employs and trains all proctors in identifying attempts to gain unfair advantage. Their vigilance is complemented by artificial intelligence measures for added security.
- For more information about ProctorU, visit their website at <http://www.proctoru.com>



# How Does the Proctor Verify a Test Taker's ID?

- Before the test begins, the proctor will take a photo of the test taker and their ID documents.
- The proctor verifies the identification document is current, valid and acceptable, and then uses facial recognition to compare the ID document with the person sitting at the computer.
- Artificial intelligence technology is used to verify the test taker matches the identification document multiple times throughout the test.

# How Is the Home Environment Checked?

- Test takers are informed before testing that they must have a room that provides an acceptable environment for the test, including having a built-in camera or a separate webcam that can be moved to show the proctor a 360-degree view of the room, including the tabletop surface.
- Before the test begins, the test taker must use their webcam to show the room and testing space for visual 360 degree inspection.

# How Is ETS Guarding Against Cheating?

- Human proctoring takes place in real time, not after the test, and wrongdoing can be detected by the proctor during the test session.
- This real-time human vigilance is combined with artificial intelligence technology to detect attempts to steal test content or cheat.
- Examples of test taker activities that AI will flag as possible cheating incidents include attempts to open a new browser, run unpermitted software and use unpermitted objects such as a cell phone.
- Notes can only be taken on white board with erasable marker or paper with a transparent sheet protector and erasable marker, then must be erased in view of the proctor before the test session ends.
- The proctor can cancel the test immediately if there is any attempt to cheat.

