

## EXAMS RULES

By submitting the exam, the student acknowledges the rules. Any violations will be considered an infraction of the University's academic standards and sanctioned according to the IE Code of Ethical Conduct.

### **DOs:**

Bring a photo ID for identification.

Switch off and place all devices in the indicated area. Calculators are only allowed if authorized by the professor.

### **If exam is digital:**

Sign out of all programs, apps, webs, browsers, etc. Ensure no applications run in the background.

Sign out from Blackboard and start a new session with IE credentials.

Use IE WIFI only; disable mobile data, VPN, iCloud Private Relay, Bluetooth, and AirDrop.

Make sure the proctoring tool is activated for the entire duration of the exam.

### **DON'Ts:**

Do not engage in any actions that could be considered cheating.

Do not communicate with others or share exam content.

### **If exam is digital:**

Do not share credentials or allow remote access.

Do not use apps or block computer permissions to bypass or disrupt proctoring tools. Do not use Virtual Machines, different Spaces, or Desktops.

Do not use remote access applications.

Do not log into any other user accounts.

Do not dim your screen.

### **KEEP IN MIND:**

Professors or invigilators may request to check your desktop. Any irregular behavior will be reported. IE may monitor electronic devices for compliance with the IE Code of Ethical Conduct.

Professors may verify your knowledge if doubts arise.

Only documents or applications explicitly authorized by the professor are allowed to be consulted or opened.

