Take-Home Exam4 Process

Start of the Process

Download, install, and test Exam4 on your laptop (must download once each semester)

Retrieve Exam Number from the Exam Paper Management System

Launch Exam4 from laptop

Input Exam Number, and select exam course from course list

On Exam4 review exam information before beginning the exam

Set exam mode in Exam4 as "TAKEHOME", click Next

Review honor code Agreement & Security, check and click "Got It"

Begin exam

Go to www.exam4.com to access the exam questions. Downloading exam questions starts your exam timer.

Run spell check in Exam4 prior to ending the exam

End exam

Submit exam electronically

End of the Process

Detailed instructions are posted to the Office of the Registrar's Exam webpage