Taking an exam using remote invigilation can seem intimidating, but there are some simple ways in which you can prepare to help things run as smoothly as possible. This guide will take you through choosing and preparing a suitable exam workspace. We also cover what to expect during your live session, so on the day of your exam you can focus on the most important thing – your exam.

Choosing a workspace

Carefully consider where you choose to take your exam, as you will be asked to show your workspace to the invigilator. You should ensure the room you choose is:
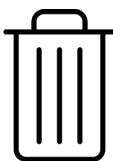

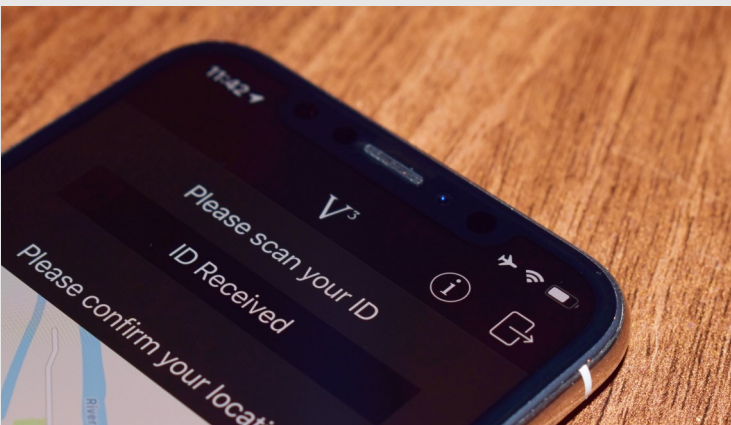| Private with no interruptions, and a door that closes | Quiet and distraction free | Well lit | Tidy desk area, free from restricted items | Stable internet connection |

Before your exam starts

Check that your mobile device is fully charged, and that you have a power source nearby in case you should need to charge it further during your session. If your device loses power, this may cause your exam conditions to be breached.

You should also place your device in Airplane Mode and turn on WiFi.

Pre exam checks

Before your exam starts, the invigilator will ask to perform some security checks using the VICTVS V³ app. These will include :
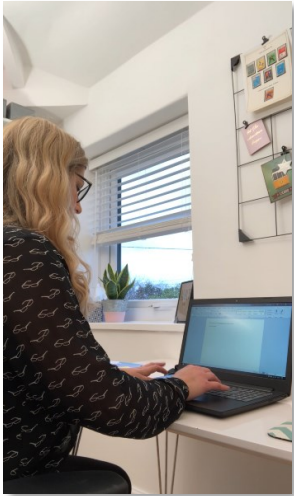

| ID check | 360° scan of room | Workspace inspection |

Positioning your camera

When preparing for your session, it is important to place your mobile device somewhere that gives the invigilator a clear view of **you, your workspace, and your screen** for the duration of your session.
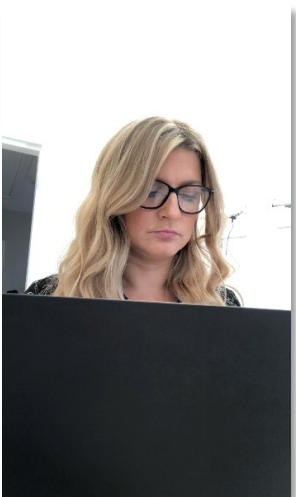

☑ **Correct**

☑ **Correct**

☑ **Correct**

☒ **Screen and workspace**

☒ **Screen not visible**

☒ **Camera obstructed**

If you have any other questions about how to prepare for your session, please visit
https://support.victvsv3.com/