

Setup Guide

Preparing for an Inspera in-person invigilated test or exam

The purpose of this guide is to take you through what you will need to do to prepare for your invigilated (supervised) in-person exam.

If you will use the University desktop in the computer lab:

1. <u>Checking the computer lab</u>

If you will use your personal laptop:

- 1. Checking the computer lab
- 2. Checking your computer equipment
- 3. Installing Inspera Integrity Browser
- 4. Running the Inspera Integrity Browser system checks

1. Checking your computer lab

Ensure you know the location of the computer lab the exam will be held in, before the date of your exam. On exam day, you can either use the University desktop in the computer lab or bring your own personal laptop (**not** both). IIB will already be preinstalled on the University desktops.

If you decide to use your own personal laptop, you will need to install the Inspera Integrity Browser and pass the system checks **before** the date of the exam. Please follow steps 2-4 to setup IIB on your own device.

If you have any trouble with steps 2-4 below before the exam:

- Check the 'Additional Info, Tips and Tricks' guide available on the <u>Invigilated (supervised)</u> exams webpage.
- Ring the student support team on 0800 61 62 63 (if you are in New Zealand) or +64 9 373
 7513 (if you are outside New Zealand).
- The student support team operates from **8:00am 6:00pm** Monday to Friday (local New Zealand time).
- During the examinations period, the student support team operates from 8:00am 6:00pm
 Monday to Friday, and 8:00am 6:00pm on Saturdays (local New Zealand time).

2. Checking your computer equipment

Before you install Inspera Integrity Browser, please check your computer or laptop has the following:

System requirements	More information
Windows 10 and 11 on a 64-bit platform	See Microsoft article on how to check your operating system <u>here</u>
Mac OS X 11.0 (Big Sur) or later	See Apple support article to find out which OS your Mac is using <u>here</u> IIB will not work on iPads (iPad OS)
500 MB initial installation AND 75 MB of free storage per hour	See Microsoft article on how to check how much storage your PC has <u>here</u> OR See MacWorld article on how to check a Mac's free hard drive space <u>here</u>
Web camera & microphone (internal or external)	These will need to be on for the duration of your test or exam.
External speakers	Headphones cannot be used
A broadband internet connection (0.15Mbps upload speed)	Your Internet Service Provider normally provides a free web app to measure speed.

If you do not have a device that meets all of these requirements, you can use the University desktops provided in the exam room.

3. Installing Inspera Integrity Browser

• You can access the IIB download link here:

o <u>https://auckland.inspera.com/get-iep</u>

Note: you may need to copy and paste the link into your browser if clicking on the link gives you an error message.

 Once downloaded, open the file in recent downloads (named Inspera Integrity Browser). A wizard installation window will pop up. Click **Next**.

🞲 Inspera Integrity Browser - InstallShield Wizard 🛛 🗙				
2	Welcome to the InstallShield Wizard for Inspera Integrity Browser			
	The InstallShield(R) Wizard will install Inspera Integrity Browse on your computer. To continue, click Next.			
	WARNING: This program is protected by copyright law and international treaties.			
	< Back Next > Cancel			

- Read and accept the terms, and click Next
- Click on **Install** to finish installation



IIB should be successfully installed. Click **Finish** to close the installation wizard.

4. Running the Inspera Integrity Browser system checks

This step is to check that your computer is ready for your exam and that Inspera Integrity Browser has been installed correctly.

• Click the Inspera Integrity Browser icon on your desktop and launch IIB.



The welcome page will open

Inspera Integ	rity Browser 1.16.0					
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Introduction	System check	Login	Select test			
M Insp	era assessme	nt				
Welc	ome to In	spera I	ntegrity B	rowser		
(previously	/ Inspera Exam Port	tal)				
To start yo	our test, follow these	e steps:				
1. Syste 2. Login 3. Selec	m check (have your login us t the test	sername and p	bassword ready)			
If your tes	t is remotely procto	red, you migh	t have these additior	al steps:		
4. Came 5. Micro 6. Take 7. Take	ra, screen recordin phone check your photo a photo of your ID	g and disk spa	ice check			
Please ma	ke sure:					
8. You a 9. Your	re in a well-lit room speakers and micro	phone are cor	nnected.			
Good Luck	d					
			This step	s successfully completed. Click	Next to continue.	Next

For now, just run the **System check** to ensure your computer is set up correctly. The other steps will be required for your exam day, and to complete the practice exam, and are described in the next guide 'Starting your online invigilated test or exam'.

- Click Next to go to the System check.
- Inspera Integrity Browser will automatically go through a set of system checks that go through the application version, environment, number of displays and login configuration. This can take a few minutes, especially the check of your connection quality.

Inspera Integrity Browser will run these system checks each time it is launched, including before your exam.

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Introduction	System check	Login	Select test		Chat
Syste	m check			_	
Before you	start your test, so	ome checks nee	ed to be complete	d to make sure your system is suitable. These checks will only take a few moments.	
• App ve	rsion passed				
• Login d	onfiguration pa	issed			
Connec	ction quality pas	sed			
Power	state passed				
Clock a	curacy passed				
• CPU fe	atures passed				
• Numbe	er of screens pas	ssed			
Process	s blocklist passe	ed			
Browse	er GPU support	passed			
			This st	ep is successfully completed. Click Next to continue. Next	

Congratulations!

You have successfully installed Inspera Integrity Browser and have completed the computer set up for your in-person invigilated exam, you can now close Inspera Integrity Browser. If you want to continue to a practice or real exam, click next and refer to the student guide 'Completing your assessment'.