Tips for Proctoring a VirtualSC Final Exam
Step 1:

- Ask students to log in to their VirtualSC courses and select the Final Exam module.
Step 2:

- Ask students to complete the end-of-course survey if they have not done so already.

- Once they have completed the end-of-course survey, ask students to click on the final exam link.

Final Exam Graded Assignment

- VirtualSC Student End-of-Course Survey
- Geometry Final Exam

Not available unless the activity VirtualSC Student End-of-Course Survey is marked complete.
Step 3:

- Read the information on the final exam page and ask students to click on the button labeled “Attempt quiz now.”

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The final exam should be opened by the student; however, it is password-protected and can only be unlocked by a proctor, who must be a certified teacher, administrator or counselor and is given the password prior to the exam date.

All necessary testing aids have been provided within the exam itself.

The exam has a two-hour time limit. At the end of the time limit, your exam will be submitted with any of the work that you have completed.

Attempts allowed: 1

This quiz opened at Tuesday, April 21, 2015, 7:00 AM

To attempt this quiz you need to know the quiz password

Time limit: 2 hours

[Attempt quiz now]
Step 4:

• On the pop-up window, click on the button labeled “Start attempt.”
Step 5:

- Read the message on the display page, enter the final exam password for the course and click on “continue.” Students should not enter the exam password themselves.
Congratulations!
Your student should now be up and ready to take his/her final exam.

Please feel free to contact VirtualSC Student Services for any additional questions or assistance at 803-734-8039.