

Protocol for taking an online verbal test - **student**

You will soon be taking an online verbal test. This protocol contains a number of rules that apply to online verbal tests. Read these rules carefully before taking the online test. In the case of an online verbal test, this protocol replaces the Protocol for students during exams of 14 November 2018.

- 1) The [Exam Fraud Regulations and Rules of Conduct](#) of the HZ also applies to online tests. Make sure you know well in advance which things you may and may not use when taking the online test. The use of unauthorised items can be considered fraud. Recording an online test is reserved to the examiner. Any student recording an online test in any way is considered fraudulent.
- 2) It is necessary that you know and can use the functionality in which the test is taken. Therefore, practice with this functionality well in advance, for example with a fellow student.
- 3) It is important that you are not disturbed when taking the test. Therefore, choose a quiet room in which no other people are present.
- 4) It is important that the test can start on time. After all, the end time is fixed. So make sure you are online at the agreed time in the agreed functionality.
- 5) For a valid assessment, your camera must also be switched on so that you can be visually identified by the examiner. In addition, you must be able to show your ID at the request of the examiner. Therefore, keep your ID at hand.
- 6) In order to check whether you are not using unauthorised items, the examiners can ask you to use your camera to show your surroundings.
- 7) The test is recorded in image and sound. The recording will be kept for up to 6 weeks after the test date and is intended, among other things, for your inspection. By participating in the assessment, you agree to its recording.