

Zoom Testing Instructions

- Use a desktop or laptop. A tablet may be acceptable if the screen is large enough. Do not use a cell phone - the screen will be too small.
- You must be alone in a quiet, closed, well-lit room.
- Your ears must be visible and uncovered.
- Your face must be visible and unobscured.
- Do not wear headphones or earphones.
- No outside materials including mobile devices, notes, or textbooks are allowed.
- Do not communicate with anyone else.
- Do not use writing utensils or paper.
- Do not look away from the screen.
- Do not move away the test window on your web browser for any reason.
- Do not record the testing session in any way.
- If there is a technical disruption, try to re-join the Zoom meeting immediately. If this is not possible, let the IEI office know (901-678-2107 or iei@memphis.edu) and we will schedule a new test.
- If you do not have access to the internet at your location or if you do not have a desktop computer, laptop or tablet, let the IEI office know as early as possible so that we can arrange an alternate plan for testing.