

Please check your exam timetable in Student Connect. If one of your exams in the period 1 to 5 February 2021 is Online Exemplify (ExamSoft) exam, please follow the below instructions.

- If you have **previously sat an Exemplify exam** and would like to familiarise yourself with Exemplify you can sit the Mock and practice exams again however this is not compulsory.
- If you have **never sat an Exemplify exam** you will need to complete the UWA Exemplify Mock Exam. In order to sit an Exemplify exam you need to install the software and complete the UWA Exemplify Mock Exam. This is a compulsory step for Exemplify exams.

The UWA Exemplify Mock Exam helps you familiarise yourself with the system and check technical requirements, and establishes your ID in preparation for your exams. It takes 10 minutes, *is a generic exam for all students and is not marked*, and will be available from **Thursday, 7 January 2021** up until **12 noon (AWST) Friday, 5 February 2021**.

Information on the ExamSoft privacy and consent documents is available on the [online exam support page](#). We are confident that Exemplify is a responsible platform to use in order to ensure integrity of assessment and with respect to your privacy. Our [FAQs](#) are regularly updated to help you stay informed so we encourage you to explore these. We want to re-assure you again, that **if you remain concerned about Exemplify you can opt-out and sit the written version of the exam on campus** on the scheduled day for the online exam provided that you email us via [askUWA](#) (selecting 'Examination Timetable' as your enquiry type in the form) by **Thursday, 14 January 2021** and let us know that you are opting out of online Exemplify exams. All your Exemplify exams will be rescheduled to face to face exams and your timetable will be updated accordingly. **Please note it is not possible to opt out of LMS assessments.**

WHAT YOU NEED TO DO - If you have not used Exemplify for a previous exam:

1. Download Exemplify and register an account.

If you don't already have Exemplify on your device, please use the credentials below to download Exemplify in order to take your exams:

1. You will receive an email to your UWA email address from exambot@examsoft.com inviting you to login to ExamSoft. (N.B Check your junk mail if no email is received to your Inbox)
2. Click on the Login link and this will redirect you to a UWA login page where you will need to enter your UWA credentials (Student Number and PHEME password).
3. From here you will have the option to download Exemplify for either a Mac or PC.
4. Follow the prompts to create an account.
5. **You will not be able to successfully log into ExamSoft if you try to log in by using your email and password.**

For more information, please visit our [Exemplify Student Guide](#).

2. Download the UWA Exemplify Mock Exam

Your UWA Exemplify Mock Exam will be ready for download when you log in.

3. Sit the UWA Exemplify Mock Exam

The UWA Exemplify Mock Exam will be available for you to sit from **Thursday, 7 January 2021** up until **12 noon (AWST) Friday, 5 February 2021**.

It takes 10 minutes to complete from the time you commence.

To start your mock exam you will need the password **cPM9Db**

Please note, for the final exams, your password will be emailed to you to your student email at least 15 minutes before the scheduled start time of the exam. It will also be visible on the [UWA exams website](#).

4. **UWA Mock Exam baseline photo.**

You do not need your Student ID for this because the system captures your image for ID verification. All exams you subsequently sit will capture an image which will check against this image as part of the ID verification before you start any exam.

You will need to have a webcam enabled computer to capture the image.

Please note that **you are not permitted** to wear hats, caps, earplugs and headphones when sitting the UWA Mock Exam as this is not permitted in the exam.

5. **Sitting the mock and final exam on-campus**

We have limited capacity to provide a computer for students who can't sit their mock and final exams elsewhere and are approved to sit their online exams on-campus. If you would like to sit your exam on-campus please email us via [askUWA](#) . We will confirm by email your registration with details of the venue. Requests to sit an exam on campus need to be submitted at least 24 hours before the exam is scheduled to take place.

The venues are computer labs that will be reserved for online exams or large rooms in which can use your own device. These venues will be set up with appropriate spacing and cleaning to meet COVID-19 safety guidelines. Please note they are shared spaces with other students sitting exams at the same time and will be managed to provide an appropriate exam environment. We are not able to provide private rooms.

6. You will have the opportunity to download and sit the UWA Mock Exam a maximum of 20 times during the exam window.

WHERE CAN I GET HELP?

Exemplify help

We have prepared an [Exemplify Student Guide](#) to help you get started. You can also visit the [Exemplify \(Windows/Mac\) Knowledge-base](#) and ExamSoft have technical support available 24/7. Within Australia, call (03) 8594 1209. [Email and international phone numbers](#) are available.

You can also contact staff in the [UWA Library](#) for assistance by live chat, by phone (+61 8) 6488 1255 or email askuwa-lib@uwa.edu.au.

ONLINE ASSESSMENT AND EXAMPLIFY RESOURCES

We have created a [range of resources](#) to help you prepare for online assessment and to familiarise yourself with both Exemplify (ExamSoft) and Blackboard (LMS) exam platforms. These tools include how-to guides, study resources and tools to help you prepare.

UWA Practice Exam

After you have completed the mock exams, you will also have access to a UWA Practice Exam to help you develop a deeper understanding and readiness for your exams. Whilst the practice exams are generic and will not be marked, and therefore you don't need to study, they will more closely replicate a UWA exam experience in question format and length.

To start your UWA Practice Exam you will need the password **8LEdfw**

The UWA Practice Exam can be downloaded from **Thursday, 7 January 2021 up until 12 noon (AWST) Friday, 5 February 2021**. You will have the opportunity to download and sit the UWA Practice Exam a maximum of 20 times during the practice exam window.

We are here to support you through the examination period. If you have any questions about exams, head to [askUWA](#) and search the [FAQs](#) or visit the dedicated [FAQs for online exams](#). If you can't find the answers you're looking for [let us know](#).