**What is TSI Remote (Zoom) Testing?**

The Office of Testing Services is temporarily administering the TSI assessment through Zoom. The exam can be taken remotely with the Office of Testing Services on a computer at home as long as testers meet the equipment and environment requirements.

**Equipment Requirements**

**Zoom Technical Requirements**

- Desktop computer or laptop (tablets, Chromebooks, and cell phones do not meet our requirements and cannot be used to take the test).
  - Device must have a speaker with a built in or external webcam and microphone
  - Device must have an internet connection – broadband wired or wireless (3G or 4G/LTE). Minimum bandwidth is 600kbps (up/down) and recommended is 1.5 Mbps (up/down). Check your Internet bandwidth using [Speedtest](https://www.speedtest.net).
- **Device must have one of the following operating systems:** Windows 7 or newer, Mac OS X 10.8 (Mountain Lion) or newer.
- **For the test, one of the following browsers must be used:** Google Chrome v47 or later, Mozilla Firefox v41 or later, Internet Explorer v10 or later, Apple v6 or later.
- Pop-up blocker in browser must be disabled.
- **For students with Mac computers, you will need to change your privacy settings in order to take the exam. Please use the link to change those settings:** [https://support.zoom.us/hc/en-us/articles/360016688031](https://support.zoom.us/hc/en-us/articles/360016688031)
- Check that your computer can run ACCUPLACER by clicking here: [https://www.accuplacer.org/#/systemRequirement](https://www.accuplacer.org/#/systemRequirement)

**Computer**

- Use a laptop or desktop computer with camera that can complete the room scan for the test.
- Computer device must be plugged in (connected) to a power source during the exam. Computers must not shut down during testing as this could result in you having to reschedule your exam.
- Computer must not have dual monitors.
- Camera must be position so that the test proctor can see you face and shoulders throughout the duration of the exam
- **Tablets and cellular devices cannot be used to take the exam.**
- Webcam, speakers, and microphone must remain on throughout the duration of the test.

**Environment Requirements**

**Privacy**

- Testing must occur in a secluded area away from distractions – You must be alone in a room with no one else entering during the exam.
• There is no talking during the exam – You **may not talk** to anyone but the test proctor during the test.
• **No one must** talk to you, walk or come into the room during the test.

**Tabletop and Seating**

• The desk used for testing **must be clear of all items, you are only allowed** to have only 5 sheets of scratch paper, a standard pen/pencil, and your acceptable identification. You will be asked to show both sides of your scratch paper to the proctor at the beginning and end of your test session.
• Your computer and keyboard must be on a desk or other tabletop surface.
• The tabletop and surrounding area must be clear of all items not approved for use during the test.
• **You must sit in a standard chair**, you may not sit or lie on a bed, couch or overstuffed chair.
• **You must be** seated in a chair for the entire duration of the test and you must not leave your seat without permission from the proctor.

**Clothing and Appearance**

• Your ears must remain visible throughout the test, not covered by hair, a hat or other items.
• You must be dressed appropriately for your test. You will be monitored via camera by the proctor.
• Unless for religious reasons, hats and hoods may not be worn on the head during testing.
• Avoid wearing such items as jewelry, tie clips, cuff links, ornate clips, combs, barrettes, headbands and other hair accessories.
• Watches (whether digital or analog) are not permitted during testing.
• Headphones (including air pods) are not allowed during testing.

**Photo ID Requirements**

You are **required** to present one form of physical photo identification. This identification must be current (or expired within the last 90 days) and **must contain a recent and recognizable photo of you**.

**Acceptable Forms of Identification**

• College identification card
• Current state or federal identification card
• Current year high school ID
• Naturalization card or certificate of citizenship
• Passport card or book
• State issued driver’s license
• State issued identification card
• Tribal identification card
**Prohibited Items Policy** - the following items are not allowed in the testing area

- Books
- Calculators
- Cellular devices and smartphones
- Compasses
- Copying devices
- Dictionaries
- Digital assistances
- Digital or analog watches
- Digital or video cameras
- Flash/thumb drive or any other portable electronic storage device
- Food and beverages
- Hats (unless worn as a religious requirement)
- Highlighter and colored pens
- Mp3 player
- Nonmedical electronic devices
- Pagers and beepers
- Pamphlets & reference materials
- PDAs
- Protractors
- Purses/backpacks
- Rulers
- Slide rules
- Tablets
- Tobacco products
- Transmission or receiving devices
- Walkie talkies
- Weapons or firearms
- Wire communication devices
- Wristwatch cameras
- Any other unauthorized testing aids

**Test Violation Policy**

The Office of Testing Services will **NOT** tolerate cheating by any test taker, including testers taking the exam through zoom testing. Without exception, those suspected of cheating will not be allow to test with our office until the cheating case against them has been resolved. If you are caught cheating, your punishment will be decided by the Testing Services office. Notification about decisions are sent via email. You may appeal the decision to the Director of Student Academic Support Services within ten (10) business days from the receipt of the letter.

**NOTE:** All cheating cases are sent to the Office of Student Conduct for further review.