

Once you have created your profile in Examity, you will be able to schedule the date of your exam.

Access your Examity dashboard using the following link:

When you are logged in, click on "Load Examity in a new window".

BARÇA INNOVATION HUB UNIVERSITATIS

Account

Dashboard

Courses

Calendar

Inbox

Commons

Service Center

Examity Test Barca Ingles > Modules > Examity > Examity

This tool needs to be loaded in a new browser window

Load Examity in a new window

Home

Announcements

Assignments

Discussions

Grades

People

Pages

From your Examity dashboard, go to "SCHEDULE EXAM".

Welcome: Examity Student [ Student ]

--Select Time Zone--:09/18/2019 06:18 PM

examity®  
BETTER TEST INTEGRITY.

Dashboard Start Exam My Profile Schedule Exam Reschedule/Cancel Exam Tools Logout

Dashboard

Start Exam

Begin scheduled exam.

My Profile

Upload ID. Enter security questions. Confirm time zone.

Schedule Exam

Make appointment.

Reschedule/Cancel

Change appointment.

When completing this step, keep in mind that:  
It is mandatory to have completed your profile.  
You must schedule it at least 24 hours in advance.

Once you have reached the "SCHEDULE EXAM" page, you will need to fill in each of the following fields.

Welcome: Test Student Two [Student] Buenos Aires:09/23/2019 04:43 PM

examinity®  
BETTER TEST INTEGRITY.

Dashboard Start Exam My Profile Schedule Exam Reschedule/Cancel Exam Tools Logout Live Chat Email Support Phone Support: 855-EXAMITY

**Schedule/Reschedule Exam**

Available  Unavailable  Scheduled

**To SCHEDULE an Exam:**

- Select Instructor, Course and Exam.
- Select Date and Time.
- Click "Schedule."

**To RESCHEDULE an Exam:**

- Click "Reschedule Exam."
- Select new Date and Time.
- Click "Reschedule."

**To CANCEL an Exam:**

- Click "Cancel Appointment."
- Yes in pop-up message.

Instructor Name	Course Name	Exam Name	Exam Duration	Exam can be scheduled between
1 --Select Instructor--	2 --Select course--	3 --Select exam--		

"Instructor Name" = Name of your online expert.

"Course Name" = The name of the course that corresponds to your Certificate of Approval (for example, Verified Certificate of Approval in Sports Marketing and Sponsorship)

"Exam Name" = Name of your exam: final exam.

Then, choose the day and time you want to take the exam, taking into account the deadline indicated by your expert.

Dashboard Start Exam My Profile Schedule Exam Reschedule/Cancel Exam Tools Logout

**Schedule/Reschedule Exam**

Available  Unavailable  Scheduled

On-demand scheduling  OFF  
Use the on-demand scheduling option to take test within 24 hours.

**To SCHEDULE an Exam:**

- Select Instructor, Course and Exam.
- Select Date and Time.
- Click "Schedule."

**To RESCHEDULE an Exam:**

- Click "Reschedule Exam."
- Select new Date and Time.
- Click "Reschedule."

**To CANCEL an Exam:**

- Click "Cancel Appointment."
- Yes in pop-up message.

Instructor Name	Course Name	Exam Name	Exam Duration	Exam can be scheduled between
Teacher Examinity	Examinity Test Course	Exam	10 Minutes	08/14/2019 12:00 AM - 09/26/2019 11:59 PM

September 2019

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Select Time

12:00 AM	12:30 AM	01:00 AM	01:30 AM	02:00 AM	02:30 AM	03:00 AM	03:30 AM
04:00 AM	04:30 AM	05:00 AM	05:30 AM	06:00 AM	06:30 AM	07:00 AM	07:30 AM
08:00 AM	08:30 AM	09:00 AM	09:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM
12:00 PM	12:30 PM	01:00 PM	01:30 PM	02:00 PM	02:30 PM	03:00 PM	03:30 PM
04:00 PM	04:30 PM	05:00 PM	05:30 PM	06:00 PM	06:30 PM	07:00 PM	07:30 PM
08:00 PM	08:30 PM	09:00 PM	09:30 PM	10:00 PM	10:30 PM	11:00 PM	11:30 PM

Schedule

Once you are sure of the selected date, click "Schedule". You will see the following confirmation message; if you are sure, press "Yes".

On-demand scheduling  OFF  
Use the on-demand scheduling option to take test within 24 hours.

**To SCHEDULE an Exam:**

- Select Instructor, Course and Exam.
- Select Date and Time.
- Click "Schedule."

**To RESCHEDULE an Exam:**

- Click "Reschedule Exam."
- Select new Date and Time.

**To CANCEL an Exam:**

- Click "Cancel Appointment."
- Yes in pop-up message.

Instructor Name	Course Name	Exam Name	Exam Duration	Exam can be scheduled between
Teacher Examinity	Examinity Test Course			08/14/2019 12:00 AM - 09/26/2019 11:59 PM

September 2019

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21

Select Time

12:00 AM	12:30 AM	01:00 AM	01:30 AM	02:00 AM	02:30 AM	03:00 AM	03:30 AM
04:00 AM	04:30 AM	05:00 AM	05:30 AM	06:00 AM	06:30 AM	07:00 AM	07:30 AM
08:00 AM	08:30 AM	09:00 AM	09:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM
12:00 PM	12:30 PM	01:00 PM	01:30 PM	02:00 PM	02:30 PM	03:00 PM	03:30 PM

Exam schedule confirmation


Are you sure you want to schedule this appointment?

Yes No




Your exam has been successfully scheduled. You will receive a confirmation email indicating the date and time selected.

Welcome: Test Student Two [ Student ] Buenos Aires :09/23/2019 04:56 PM

 **examity**  
BETTER TEST INTEGRITY.

Dashboard Start Exam My Profile Schedule Exam Reschedule/Cancel Exam Tools Logout

 Appointment scheduled successfully.

[Click here to Continue](#)

<b>Exam ID</b>	19110000030	<b>Student Name</b>	Test Student Two
<b>Course Name</b>	Examity Test Course	<b>Exam Name</b>	Exam
<b>Exam Date</b>	09/24/2019	<b>Exam Time</b>	12:00 AM
<b>Status</b>	Scheduled		


**Standard Rules**

- Alone in room
- Clear Desk and Area
- Connected to a powersource
- No phones or headphones
- No dual monitors
- No leaving seat
- No talking
- Webcam, speakers, and microphone must remain on throughout the test.
- The proctor must be able to see you for the duration of the test.

Do you want to cancel your exam?

From your Examity dashboard, go to the RESCHEDULE/CANCEL section.


Welcome: Examity Student [ Student ] --Select Time Zone--:09/18/2019 06:18 PM

 **examity**  
BETTER TEST INTEGRITY.


Dashboard Start Exam My Profile Schedule Exam Reschedule/Cancel Exam Tools Logout

**Dashboard**


**Start Exam**

 Begin scheduled exam.


**My Profile**

 Upload ID. Enter security questions. Confirm time zone.

**Schedule Exam**

 Make appointment.

**Reschedule/Cancel**

 Change appointment.

Select the "Reschedule or Cancel" option. You will have the possibility to choose what you want to do.

