



NYS Certification for
Prescribing Oral Therapeutic
Pharmaceutical Agents

Exam Overview



OFFICE OF CONTINUING PROFESSIONAL EDUCATION

Exam Administration



Exam Requirements



Next Steps



OUTLINE



Exam Administration



Exam Schedule

The exam will be given on the same date and begin and end at the same time for all registered participants in each course.



Exam Results

The exam will undergo a complete statistical analysis. We do not anticipate there will be a long delay before the results are released.



Remote Exam

The exam will be administered remotely online via ExamSoft and Exemplify.



ExamSoft

Online assessment tool used to deliver and grade exams.

Exemplify

Test taker application for taking secured, proctored exams.

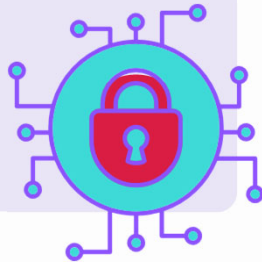


Exemplify

Secured Exam

All computer tools and resources are blocked until the exam is submitted:

- Applications
- Internet Access
- Clipboard
- Print Screen
- USB Port



ExamID

Uses facial recognition software to validate a test taker's identity.



ExamMonitor

Software used for proctoring exam takers via video and audio recording.



Professionalism

These exam security requirements are in place to maintain the integrity of the exam and examination process.



ETHICS

OF

CODE

We trust you to act professionally and with integrity.



Exam Requirements

Windows or Mac Computer



Operating Systems

Only **certain** genuine versions of Windows and Mac are supported.



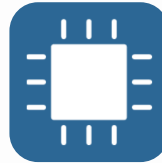
Administrator Access

Access to change computer security settings and permissions



Hard Drive

4GB or more of available space required



RAM

8GB or higher recommended;
4GB required



Web Cam

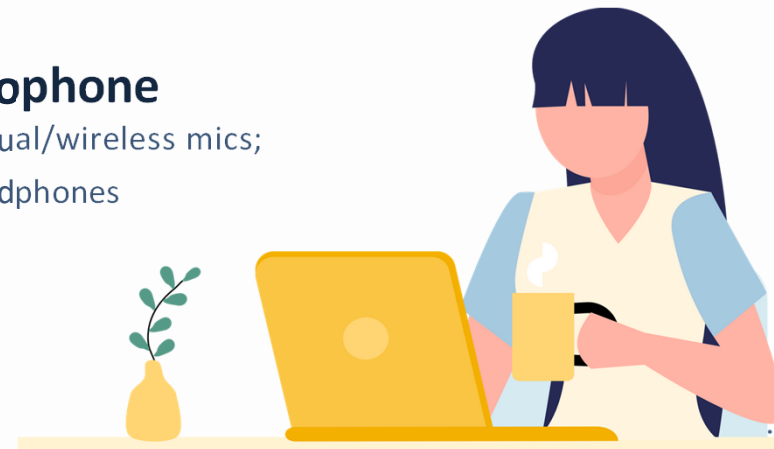
Integrated or external USB camera;
No virtual or wireless cameras



Microphone

No virtual/wireless mics;
No headphones

Smart Phones, iPads, and other tablet devices are NOT supported.



Not Supported



- iPads
- Smart Phones, Tablet Devices
 - **Exception:** Microsoft Surface Pro 4 or newer with Windows 10
- Chromebooks, Android, or Linux Operating Systems
- Virtual operating systems or systems that require a persistent internet connection, including Microsoft's Virtual Machine, Parallels, VMware, virtual disks, etc.
- Touchscreen input devices on Mac or Windows laptops

Internet Access

Access ExamSoft

ExamSoft Account Registration

Downloading Exemplify Computer Application

Exams

- Downloading Exams
- Starting Exams with ExamID
- Uploading the Exam Answer File and ExamMonitor Data

Ethernet connection recommended



Minimum: 2.5Mbps
upload speed required



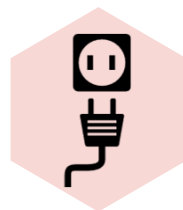
Exam Space



**Private
Room**



**Bright
Space**



**Outlet
& Charger**



**Internet
Connection**



**Do Not
Disturb Sign**



**Clutter Free
Desk**

No cell phones, smart watches, tablets, or other device allowed.

No notes, handouts or resources allowed during the exam.

Mirror

Handheld or Compact;
Recommended Size: 4"x4"

Lighting

Use a lamp if needed.



Mandatory Mock Quiz



Ensures your computer meets the minimum requirements for Exemplify, ExamID and ExamMonitor.



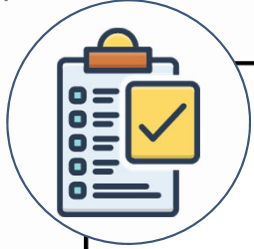
Acquires a baseline photo for your Exam ID profile.



Provides the opportunity for you to get acquainted with Exemplify application (it is very user friendly).



Next Steps



Tasks:

- Check your computer to ensure it meets the minimum operating requirements.
- Designate and prepare a space to take the exam; get a handheld mirror.
- Check your E-Mails (including your SPAM/JUNK folders):
 - Your ExamSoft Username and Password will be sent via E-Mail.
 - Follow the instructions to access your account.
 - Download Exemplify to the computer you will use for the exam.
- Get familiar with Exemplify: Review the resources provided.
- Check your E-Mail regularly for updates and important exam notifications.

Online Resources

[Exemplify Minimum System Requirements: Windows and Apple Computers](#)

Windows Computers

- [Find Information About Your Windows Computer](#)
- [Windows: Set Up the Device Permissions for ExamID and ExamMonitor](#)

Mac Computers

- [How to Find System Information About Your Mac](#)
- [Mac: Set Up the Device Permissions for ExamID and ExamMonitor](#)

[Exemplify for Windows and Mac: Download, Install, and Register Exemplify](#)

[Exam-Taker Quick Start Guide](#)

[Best Practices for Exam-Takers](#)

[Exemplify: Get Started with Exemplify \(Video Guide\)](#)