

Online Proctoring for the 2020 ABDSM Exam

NOTE: To access these steps, you should already have registered for your exam time via our web portal: [ABDSM Webassessor Login](#). For instructions on scheduling, please click here: [Scheduling your Online ABDSM Exam](#).

Step 1: Installing Sentinel Secure, your software to take the exam

This activity **must be completed at least 1 day prior to your exam**. Failure to do so may result in your exam time being forfeited.

Click here to view the instructions from Kryterion on how to install Sentinel Secure: [Installing Sentinel Secure](#)

Questions? Click here for Kryterion Support help for Online Proctored Services: [Kryterion Help](#)

View all Kryterion Support Articles for Online Setup here: [Kryterion Support Articles](#)

Step 2: Set up your external web camera.

Your external web camera **must be connected to your computer by a USB**. You will not be allowed to use an internal camera in your computer.

Proper Camera Placement

The proctor will need to see all of the following items **at the same time**, from a side-profile view:

- The entire keyboard and mouse.
- a few inches on each side of the keyboard and mouse.
- tester's entire head and torso, as well as 6-12 inches behind tester's back.
- Please be sure to remove any watches or lanyards, and remove any electronic devices like smartphones, tablets, etc, before launching your exam.

Step 3: Creating your Biometric Profile

This activity **must be completed at least 1 day prior to your exam**. Failure to do so may result in your exam time being forfeited.

Click here to view the instructions from Kryterion on how to create your Biometric Profile: [Creating your Biometric Profile](#)

Questions? Click here for Kryterion Support help for Online Proctored Services: [Kryterion Help](#)

View all Kryterion Support Articles for Online Setup here: [Kryterion Support Articles](#)

Day of Exam

Log in to your Webassessor account **at least 15 minutes prior to your exam:** [ABDSM Webassessor Login](#).

Launch Your Exam

The "Launch" button for your exam will appear **10 minutes** before your scheduled time, under the *My Assessments* tab. If it is not shown, hover over the question mark under "Launch" for an explanation.

Biometric Authentication

After clicking on the "Launch" button, Sentinel will load and then verify your biometrics. The authentication is similar to the process for creating your Biometric profile.

For facial recognition: You will position yourself, just as you did for Biometric enrollment, and click "Start". If the box turns red, please adjust yourself or your camera until the box turns green and goes to the next page.

For keystroke verification: You will need to type your name at the same rhythm you set your biometric enrollment keystrokes. Once you have matched the rhythm and your keystrokes have been verified, you will move to the next screen.

Video Camera Preview Page and Camera Position

Once your biometrics have been authenticated, the "Video Camera Preview" page will appear. Please use the video on the screen to adjust your camera position and verify your microphone is working. The exam you are taking requires the use of an "external webcam"; you must position your camera such that the Proctor can clearly see all required items, as listed in the "Set up your external webcam" section above.

Note: If the camera position is poor, microphone isn't working, or the wrong camera was selected, you will be paused during your exam to adjust these settings.

Required Testing Environment

- The room is well lit, quiet and free from distraction.
- The testing surface is clutter-free and contains only one computer, one monitor, one keyboard, and one mouse.
- No testing aids, such as scratch paper, are allowed. You will use the testing aid scratch paper digitally provided by the software on your screen.
- Lanyards/name badges, hats, watches, bracelets and necklaces are not permitted to be worn during testing. Please remove all items from your neck and wrists. Glasses and religious garb are subject to inspection.
- Interaction with another individual during your test session is not permitted.
- You may not use dual monitors.
- You cannot take a break for any reason. If you leave the workstation during the exam, we are obligated to inform your test sponsor.

- You may not lean out of the camera view during your test session. The proctor must be able to see you at all times.
- Cell phones are not permitted in the testing area.
- Reading the exam aloud is prohibited.
- You will be recorded during the entire exam experience.

Rescheduling and No-Shows

You may change the date, time, and location at any time up to 24 hours prior to your scheduled exam. If you would like to make changes to your scheduled exam within 24 hours of the start time, there is a fee to do so. Please contact the ABDSM at info@abdsm.org or 630-686-1478.

There is no additional cost associated with scheduling your exam. Please view the ABDSM 2020 Diplomate Guidelines for important dates regarding withdrawal and cancellation prior to the exam.

Important: A mandatory fee of \$110 is charged to those who fail to show for their scheduled exam, or for rescheduling or canceling 24 hours prior to their scheduled exam time. If you need to cancel or reschedule your exam within this time frame, please contact info@abdsm.org or 630-686-1478 for assistance.