ExamSoft 1L Clinic
Instructions for setting up your laptop for the WPA wireless network.

This screen comes up every time you log into the Legacy wireless network.

http://r1.umkc.edu/wireless
Enter your 8-digit student ID & 4-digit Fall 2013 midterm exam number to log in.

Your midterm exam number is your ExamSoft password and will change each semester.

Fall midterm number begins with a 8.

Browse to http://examsoft.com/umkclaw
After clicking “Login” you will be taken to the first of a series of pages so you can purchase ExamSoft.

The $25 fee covers all exams for the school year. This includes the 2014 summer school session.

After entering and verifying your credit or debit card information you’ll be taken to a page where ExamSoft can be downloaded and installed.

Windows and Mac slides are mixed in this presentation. The only differences between them is the initial install process. All exam screens are the same in both Operating Systems.
Welcome Rick

Name: Rick AAA - Thomas
Email: thomasrick@umkc.edu,ellisjeff@umkc.edu,hendersonje@umkc.edu
SMS: umkc1
Institution: University of Missouri Kansas City Law School
SoftTest Reg. Date: 8/28/2012 10:48 AM
Comments: SoftTest Registration is Complete.
SoftTestVersion: 11.0.1798.35017. You have the latest version of SoftTest
Registration #: 722027834564
Windows download screen.

SofTest determines the computer you are using and presents the download screen for either the Windows or Mac version.
Mac download screen.

The same version of SofTest works with OS X Snow Leopard, Lion and Mountain Lion.
Windows, Internet Explorer 9 screen shot.

If you are using Internet Explorer, you can click “Run”. With other browsers, save the installer file to your laptop and run it from there.

The Windows installer file is named SofTestWinBar.msi.
After downloading, Mac users will run the SofTestMacBar.dmg file from the Downloads folder.
Mac Users:

Double-click the “Install SofTest.mpkg” file and follow the prompts to install SofTest.
SofTest 11.0 has been successfully installed.
Click "Close" to exit.

Please use Windows Update to check for any critical updates to the .NET Framework.
Windows: SofTest places an icon on your desktop.
On my Mac, a SofTest icon was placed in the Dock.

If you don’t have an icon on the Dock, the SofTest application will be in your Applications folder or use Searchlight to find it.
The “Register SofTest” box will come up automatically. Enter your 8-digit student number and 4-digit midterm exam number.
There will be a Mock exam available as soon as SofTest is installed and registered.

Everyone is required to go through the Mock exam before using SofTest for live exams.

Click the Yes button when registration is complete to be taken to exam downloads.
Highlight the exam(s) you wish to download and click the Download button.
Congratulations! You have successfully downloaded your exam file. To download another, click 'OK,' select the exam and click 'Download.' On exam day, to take an exam that was downloaded:

1. Double-click the SofTest icon on the Desktop
2. When the application appears, click 'TAKE AN EXAM'
3. Select your exam file from the drop-down list
4. Enter all the required information
5. Click the 'Start' button

For a full set of instructions, please go to:

http://www.examsoft.com/examdownload

IMPORTANT NOTE: Please do not move or alter any exam or program files as doing so will flag an exam and/or inactivate your account.
Select one or more exams from the list below and click Download. If you expect to see an exam that is not listed, contact your administrator or ExamSoft support. Only download exams onto the computer you will use to take your exam.

Available Exams  Downloaded Exams

<< Previous Done Download
After completing your exam, SofTest will immediately attempt to reconnect to the internet and upload your answer file. If you find that it takes your computer a while to connect to the internet (i.e. it always fails on the first attempt), you can delay SofTest's internet connection check for up to 90 seconds by entering the 'Seconds to wait' time below. Note: If you do not have an internet connection, alternate upload instructions will be provided.

**Seconds to wait:** 10
Click the arrow to show a list of your available exams.
Note the field outlined in red: There is no exam password for the Mock exam.

On exam day you will enter the exam password that will be on the board in your exam room.

Click the green Start button to go into the secure exam environment.
SofTest warns you to save any open work before clicking continuing.

Clicking the “Yes” button will place your laptop into the secure exam environment.
Stop here!

Do not type "begin" in the box and click the Begin button until instructed by your professor.

Windows and Mac users see the same notices.
Exam questions will not be in SofTest. Each Professor’s exam will be handed out immediately before the exam begins.

Each page in SofTest is labeled as “Question 1”, “Question 2”, etc. It is your choice to use a separate page for each question or to type all answers on one page.

If you type all answers on one page clearly mark the beginning of each answer.

Each page in SofTest provides unlimited typing space.

At the end of the exam click the “Exit & Save” button. There are multiple confirmation dialogs after exiting.
Your work is saved every 60 seconds during the exam. If you have a computer problem during the exam, go immediately to a blue book. Do not try to find the proctor or someone in tech support during the exam.

There is a 500 character limit in the SofTest buffer. Copy and paste rather than cut.

Spellcheck is turned off in SofTest.

The Mock exam can be downloaded multiple times. You are strongly encouraged to go through it as many times as you feel is needed.
There are Mac and Windows training videos available.

A FAQ and the Knowledge Base can be accessed by clicking the “Technical Support” button.
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