

MonitorEDU – Student Guide

MonitorEDU is a live proctoring service that some instructors at LSUA use to proctor their assessments. To learn more about MonitorEDU, visit their website at <https://monitoredu.com/>.

We recommend that you follow the steps below in the order provided for the best results.

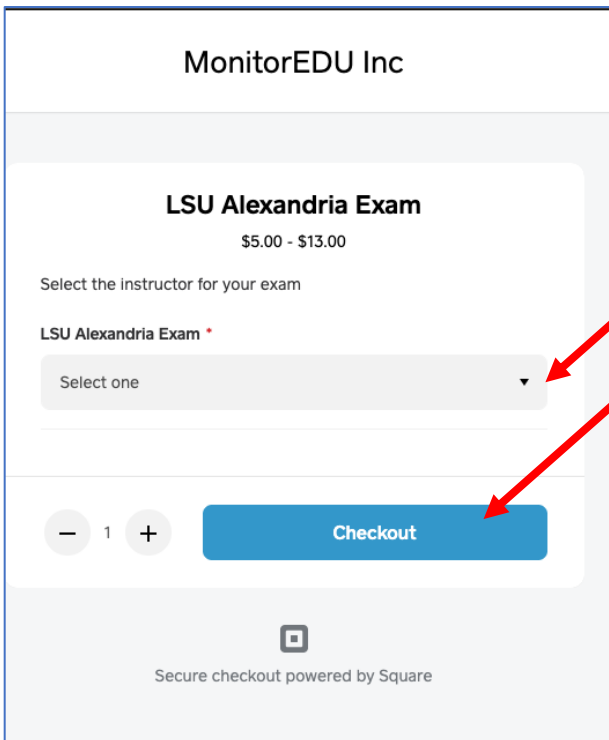
Step 1: Pay for your Exam

1. On your computer, navigate to <https://monitoredu.com/us-colleges%2Funiversities>.
2. Look for “LSU Alexandria” and click the button.



LSU ALEXANDRIA

3. Next, you will be redirected to a payment page. Select your instructor from the drop down menu and click **Checkout**.



MonitorEDU Inc

LSU Alexandria Exam
\$5.00 - \$13.00

Select the instructor for your exam

LSU Alexandria Exam *

Select one

– 1 +

Checkout

Secure checkout powered by Square

4. On the next page, fill out your details for each section, then submit your payment.

The screenshot shows a payment form with two main sections: 'YOUR DETAILS' and 'ORDER SUMMARY'.

YOUR DETAILS

Email Address

SHIPPING INFORMATION

First Name

Last Name

Address Line 1

Address Line 2

City

State Zip Code

United States

+1 U... Phone Number

Next

ORDER SUMMARY

LSU Alexandria Exam	1 x \$13.00
LSU Alexandria Exam: Amy Hale	
Subtotal	\$13.00
Taxes	\$0.00
Order Total	\$13.00

5. On the payment confirmation page, write down your receipt/order number because you will need that later when you begin your exam. You should also receive an email with your receipt/order number.

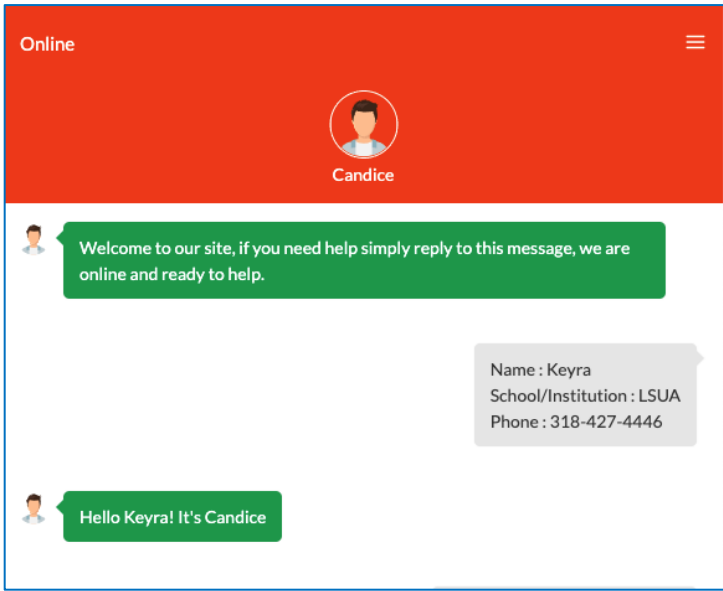
Step 2: Test Your Connection and Equipment.

This step is very important. Do not skip.

1. On the computer you plan to test with, navigate to <https://monitoredu.com/faq> and click "Click to Test Connection".

CLICK TO TEST CONNECTIONS

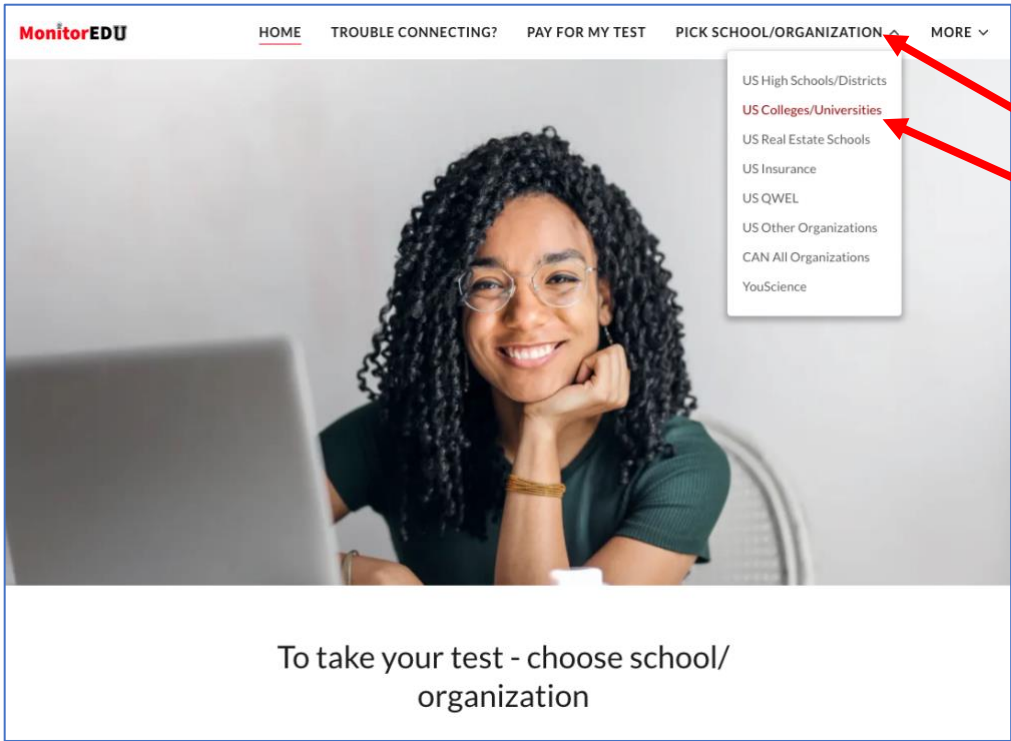
2. Next, you will be connected to a chat room with a proctor to help you practice and to make sure your phone's webcam/audio are ready to go for your exam. Follow the instructions provided by the proctor to complete the practice test.



Step 3: Take Your Exam

(No Appointment Required)

1. From the computer you plan to test on, go to <https://takemytest.live/> and select **Pick School/Organization** at the top. Then choose, **US Colleges/Universities**.



2. Look for “LSU Alexandria” and click the button.



3. On the next page, you will fill out a form with your contact information, receipt/order number from Step 1, and you Instructor’s Last Name.

Click “Start Chat” to start a connection with a proctor.

Please fill out the form below to start chatting with the next available agent.

* Name

* Phone

* Exam

* To pay go to <https://monitoredu.com/pay-for-my-test>

Yes I paid

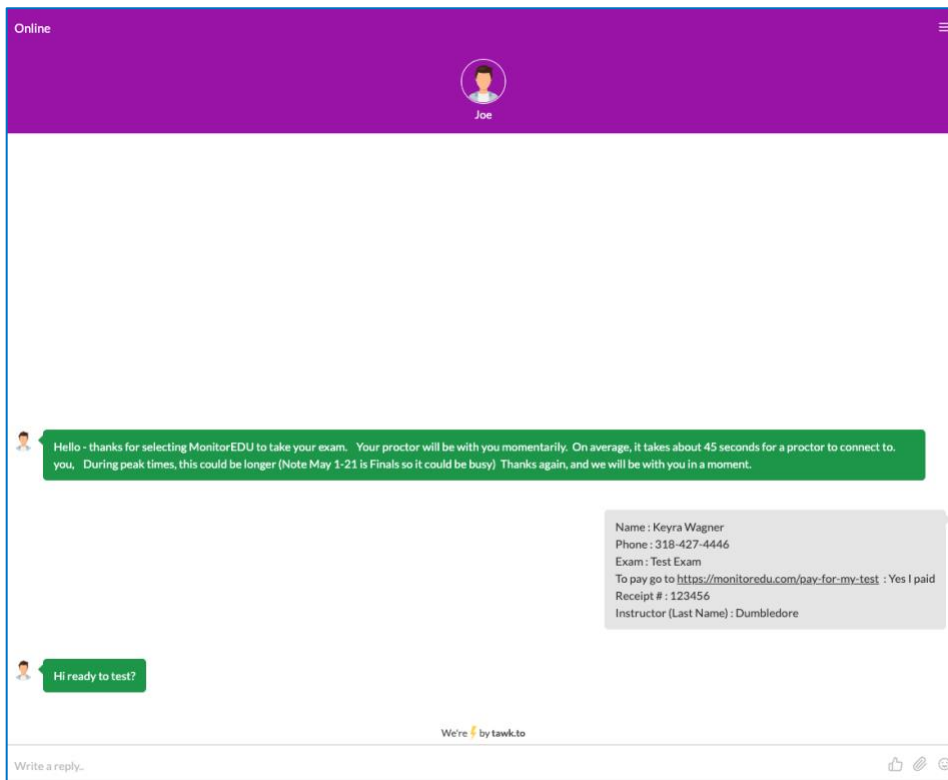
* Receipt #

* Instructor (Last Name)

Start Chat

We're by tawk.to

4. Once you are connected, the proctor will check your ID, check your room, and walk you through connecting your phone for mobile proctoring during your exam.



5. Below are some tips to help you get started on your exam quickly. The proctor may go over the same tips plus additional ones.
- Make sure your phone is fully charged and plugged in to its charger.
 - A phone stand might be helpful but if you do not have one plan to use something to prop your phone up with.
 - Make sure you are connected to a stable WIFI connection.
 - Make sure your testing area is clean and you only have the allowed resources for your exam.
 - Make sure your testing area is well-lit and quiet.
 - Put your phone on Do Not Disturb mode to limit any notifications that could interfere with the mobile proctor's connection or serve as a distraction to you.

Review this [short video](#) for an explanation on what to expect when you have connected to a mobile proctor for your exam.

If you have any questions or run into any problems connecting to a proctor, visit <https://takemytest.live/trouble-connecting%3F>.