

## EXAM - The code of conduct of an electronic exam in Lahti and Lappeenranta

Electronic exam differs from the normal exam with respect to the surveillance/monitoring and some of the properties. Due to these differences the rules in the electronic exams are stricter.

### **Remember this:**

The exam room is equipped with surveillance cameras, which record both picture and sound. The recordings are available for checking after the exam.

There is a register system report made of the surveillance system by the keeper of the register (LAB). **Registering for electronic exams means, that you give your consent to the camera surveillance.**

- Be prepared to identify yourself before entering the exam room -there will be inspections concerning identification arranged randomly.
- Read the Exam instructions at <https://www.lab.fi/en/exam>
- The instructions can also be found in the "Instructions" folder in the exam computers.
- You must not move in and out of the exam room during the exam or move around in the exam room in vain.
- You must not discuss with others, look at other computers or interact in any way with the other exam takers.
- Using the storage lockers is allowed only for the students taking an exam while the exam is in progress. You must empty the locker immediately after leaving the exam room. LAB UAS is not responsible for the things left in storage lockers.
- You are not allowed to use any electronic devices, dictionaries, literature or any other material in the exam. Snacks, water bottle, scrap paper or pens/pencils are not allowed either.
- If your exam is prohibited or disturbed by technical or other problems act according to the instruction "In case of a problem". The instructions can also be found in the "Instructions" folder in the exam computers.
- If you don't follow this code of conduct, your exam can be disqualified. All suspicions of misconduct will be investigated, and a proven misconduct can lead to disqualification of the exam and disciplinary measures.