FPSI Proctored Online Test Instructions

Before Test Day

- Read all information provided by the department and FPSI.
- Perform the required system check before test day to confirm your equipment and software function properly.

System Requirements:

- Device: Windows 10+ or latest MacOS (laptop/desktop only; no Chromebooks, tablets, or phones).
- RAM: Minimum 4 GB.
- Browser: Latest version of Google Chrome (check at chrome://settings/help).
- Internet: Minimum 5 Mbps wired or wireless connection (test speed at https://fiber.google.com/speedtest/).
- Webcam & Microphone: Internal or external; webcam minimum resolution 640x480.
- Screen Sharing: Entire screen must be shared for entire test.
- Graphics Acceleration: Enabled in Chrome: (chrome://settings/?search=graphics).

Receiving Test Access:

- Two days before your test, you'll receive a unique test link from. onlinetesting@invitations.testgenius.com.
- Whitelist this email and check spam/junk/promotions folders before contacting support.

Practice Checks:

- Complete the Proctoring System Check: https://testlaunch.testgenius.com/proctoringsystemcheck
- Watch the Remote Proctoring Video: **_Remote Proctoring Video_**

Test Day Rules

Identification & Setup:

- Present valid ID matching your test registration name.
- Face scan required during setup (follow audio instructions in platform).
- Only one monitor allowed.
- Turn off automatic updates and scans.

Environment:

- Take the test alone in a quiet, well-lit room.
- No other people, faces, or images in view (including on clothing or the wall behind you).
- No talking during the test.

Allowed/Not Allowed:

- Allowed: Scratch paper (specific sections only; discard afterward).
- Not Allowed: Calculators, phones, notes, or study materials.

During the Test:

- Keep your webcam, microphone, and screenshare on at all times.
- Do not navigate away from the test screen—this may result in disqualification.
- Answer every question.
- Unanswered questions are scored as incorrect.
- Time limit: 2.5 or 3 hours, depending on the department. No pauses or restarts.

If Technical Issues Occur

- Check your internet connection first.
- Ensure Chrome is updated to the latest version.
- Allow all images and pop-ups in browser settings.

Helpful Tips:

- If ID capture fails, tape your ID to white sheet of paper.
- Sit directly in front of the camera for the face snapshot.
- Keep your face visible, well-lit, and centered.
- Take the test alone in a quiet location and avoid background noise, images and people.

- No talking during the test.
- Watch the Remote Proctoring Video for more guidance.

Support Contact:

Email: help@fpsi.com
Support Hours on Test Day: 7:00 a.m.–7:00 p.m. PST
Do not contact support for test results.

MacOS 14/15 and Google Chrome Requirements

Minimum System Requirements:

- MacBook or iMac running MacOS 14 or 15 with 4 GB RAM minimum.
- Latest Google Chrome browser.
- Internet: 5 Mbps upload/download minimum.
- Camera and Microphone: Required; instructions below.
- Display: Screenshare; only one monitor.

Enable Camera Access:

- System Settings → Privacy & Security → Camera.
- Unlock the lock icon if needed.
- Turn on camera access for Google Chrome.
- Check Screen Time settings to ensure the camera is not restricted.
- Restart Chrome.

Test the Camera:

- Open Finder → Applications → Photo Booth.
- If you see your image, your camera is working.

Enable Microphone Access:

- System Settings → Privacy & Security → Microphone.
- Unlock if needed and turn on access for Chrome.
- Check Screen Time restrictions.
- Restart Chrome.

Enable Screen Sharing:

- System Settings → General → Sharing → Enable "Screen Sharing."
- When prompted by Chrome, select Entire Screen and click Share.

Windows 10/11 and Google Chrome Requirements

Minimum System Requirements:

- Windows 10 or 11 (fully updated).
- Latest Google Chrome browser.
- Internet: 5 Mbps upload/download minimum.
- Camera and Microphone: Required; instructions below.
- Display: Screenshare; only one monitor.

Enable Camera Access:

- Start → Settings → Privacy & Security → Camera.
- Turn on access for device, apps, and desktop apps.
- Restart Chrome after changes.

Test the Camera:

- Open the Camera app from the Start menu.
- Confirm video preview appears.

Enable Microphone Access:

- Start → Settings → Privacy & Security → Microphone.
- Turn on access for device, apps, and desktop apps.
- Restart Chrome.

Enable Screen Sharing:

- Windows 11: Settings → Privacy & Security → Screen Capture → Allow apps.
- Windows 10: Allow "Entire Screen" when prompted by Chrome.