

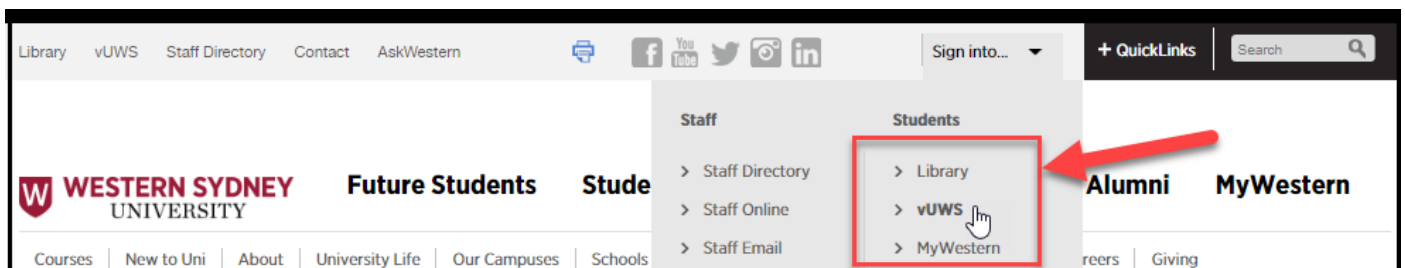
ONLINE EXAMINATIONS in vUWS

This Guide is for exams ONLY on vUWS. If you have an exam on [Live+](#) or [Review+](#) please consult the relevant guide.

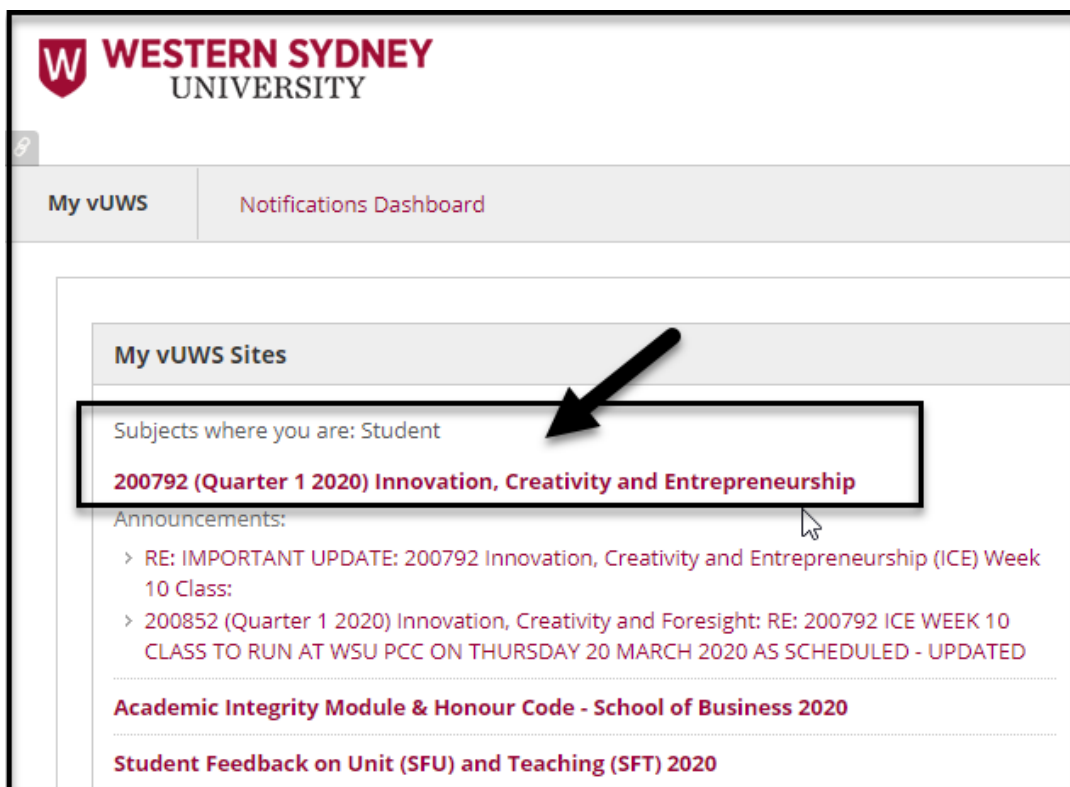
1. To commence your online examination on time, log in to your vUWS site 15 minutes prior to your exam start time to set up and be ready to download when your exam starts.
2. Ensure your internet bandwidth is not being used by anyone in your home or workspace to stream content such as You Tube or Netflix, as this could affect the performance of your exam.
3. Before logging in to vUWS check your browser is compatible at the following link (note Internet Explorer is NOT supported):

https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support

4. Log in to vUWS from the WSU [homepage](#)



5. Locate and click on the unit for which you have an exam



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6. Locate your exam in the "Assessment Zone" titled "Final Exam" or "Final Examination"

Read the Examination instructions BEFORE attempting your exam, as in the example below.

The instructions in your exam folder will differ between exams. Please read the instructions carefully, as they contain information on how to start and how to submit your exam.

If you have any issues with your exam in vUWS please contact your Unit- Coordinator.

The screenshot shows the vUWS interface for the unit '200821 (Quarter 1 2020) Financial Reports for Decision Making'. The top navigation bar indicates 'Assessment 3 : Final Examination (50%)'. The left sidebar contains a navigation menu with sections: 'Home', 'Learning Zone' (Learning Modules, Readings & Resources), 'Communication Zone' (Announcements), and 'Assessment Zone' (Assessment 1: Case study (20%), Assessment 2: Mid-semester Examination (20%), and Assessment 3: Final Examination (50%)). A red arrow points to 'Assessment 3: Final Examination (50%)'. The main content area is titled 'ASSESSMENT 3 : FINAL EXAMINATION (50%)' and contains a document titled 'Final Examination Information'. A large red exclamation mark is on the left, and a large red watermark 'SAMPLE ONLY' is overlaid on the text. The text in the document reads: 'The examination for this unit will be conducted online and will be a closed book examination. The examination materials will only be available in the folder at the commencement time. If you accessed this page prior to the commencement time, you will need to refresh the page to view it.' The instructions are: 1. Access this folder at the commencement time of your examination. The examination paper will appear exactly at the commencement time. If you accessed this page prior to the commencement time, you will need to refresh the page to view it. 2. Download the examination Word Document on your computer. 3. Complete the examination questions in the Word Document, saving the document regularly. 4. Finalise your answers and upload in Submission Manager before the end of the scheduled examination time. Contact the Unit Coordinator if you have any issues in downloading or submitting your online examination.