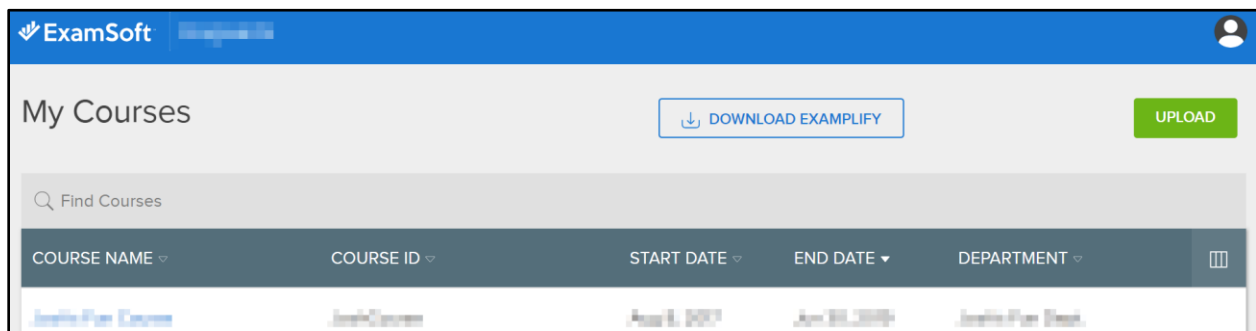


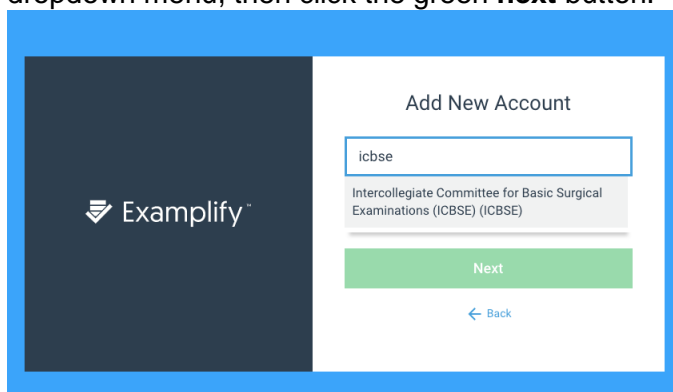
Candidate Instructions for Launching Exemplify

*** These steps should not be completed with a cell phone or mobile device, but rather with the device you will take exams on ***

1. You will receive an email invitation from *exambot@examsoft.io* to activate your ExamSoft account.
2. Within the invitation email, you will be prompted to create a personal account password. You should also designate your time zone during this step.
3. Once you create your password and follow the prompts, you'll be brought to the ExamSoft portal.
4. Within the portal, you can download Exemplify. Reminder to check that your device meets the [minimum system requirements](#).



5. Once the download is complete, install Exemplify.
6. Once the installation is complete, launch Exemplify.
7. Your institution ID is ICBSE. Once entered in the text field, select your institution from the dropdown menu, then click the green **next** button.



8. Next, enter your email address (where it says 'User ID') and password.
9. Once your credentials are entered, select Sign In.

10. Congratulations, you can now use Exemplify for testing!