

ExamSoft Instructions for Students

In this document:

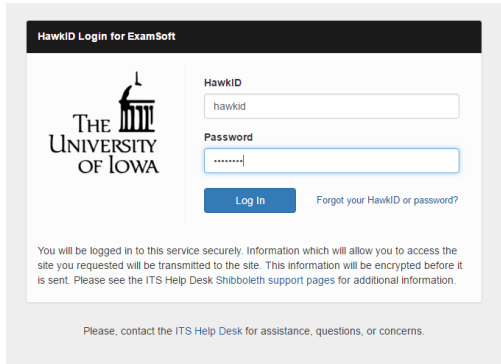
- I. [Logging into the ExamSoft portal](#)
- II. [Purchasing Exemplify](#)
- III. [Installing and registering Exemplify](#)
- IV. [Downloading and starting an exam in Exemplify](#)
- V. [ExamSoft contact information](#)

Logging into the ExamSoft portal

1. Go to <http://examsoft.com/uiowalaw>
2. Under Exam Takers click **Login**



3. When prompted, enter your HawkID and HawkID password

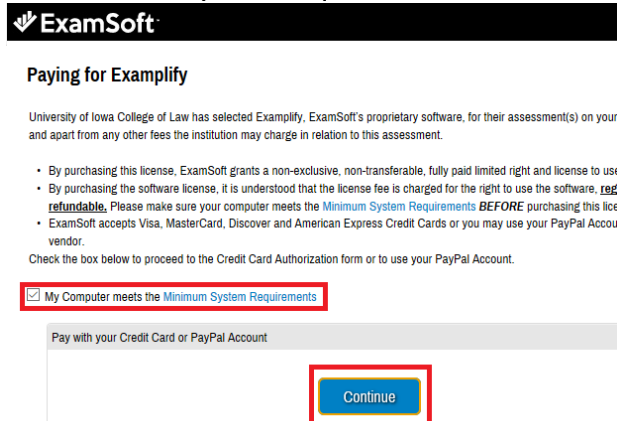


If you get an error message while logging in, contact ExamSoft. Contact information is provided at the end of this document.

Next section: [Purchasing Exemplify](#)

Purchasing Examplify

1. Log into the ExamSoft website: <http://examsoft.com/uiowalaw>.
2. Make sure to read all the terms and conditions. Especially, make sure to verify your computer meets the minimum system requirements. Check the box verifying this, and then click **Continue**.



ExamSoft

Paying for Examplify

University of Iowa College of Law has selected Examplify, ExamSoft's proprietary software, for their assessment(s) on your i and apart from any other fees the institution may charge in relation to this assessment.

- By purchasing this license, ExamSoft grants a non-exclusive, non-transferable, fully paid limited right and license to use
- By purchasing the software license, it is understood that the license fee is charged for the right to use the software. **reg refundable**. Please make sure your computer meets the **Minimum System Requirements BEFORE** purchasing this licer
- ExamSoft accepts Visa, MasterCard, Discover and American Express Credit Cards or you may use your PayPal Account vendor.

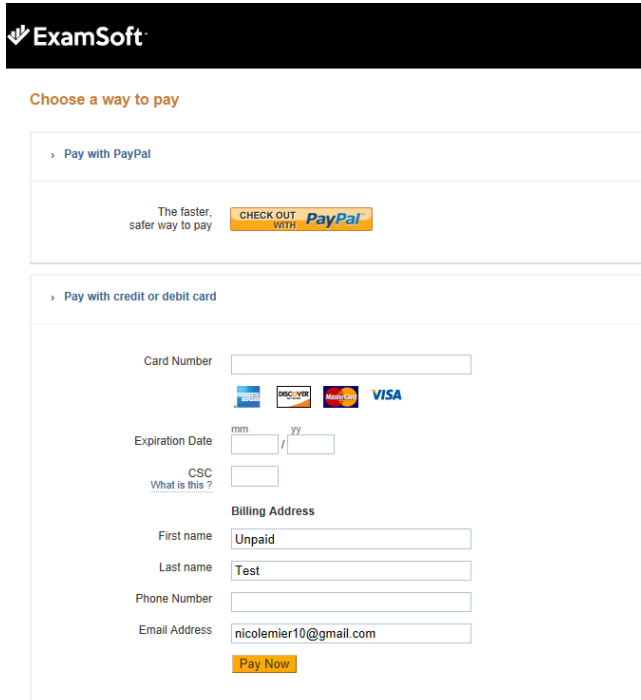
Check the box below to proceed to the Credit Card Authorization form or to use your PayPal Account.

My Computer meets the Minimum System Requirements

Pay with your Credit Card or PayPal Account

Continue

3. Enter your credit/debit card information (or use PayPal) to finish the transaction. Make sure to keep a copy of your receipt.



ExamSoft


Choose a way to pay

> Pay with PayPal

The faster, safer way to pay **CHECK OUT WITH PayPal**

> Pay with credit or debit card

Card Number



Expiration Date /

CSC
[What is this ?](#)

Billing Address

First name

Last name

Phone Number

Email Address

Pay Now

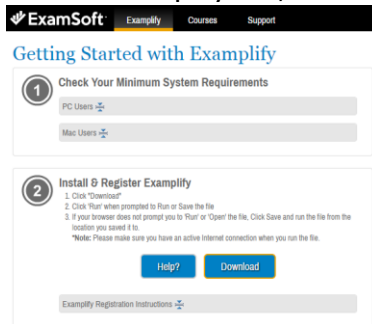
If you need help purchasing Examplify, contact ExamSoft. Contact information is provided at the end of this document.

Next section: Installing and registering Examplify

Installing and registering Exemplify

Installation

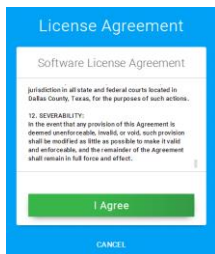
- Log into the ExamSoft website: <http://examsoft.com/uiowalaw>.
- On the Exemplify tab, click the **Download** button.



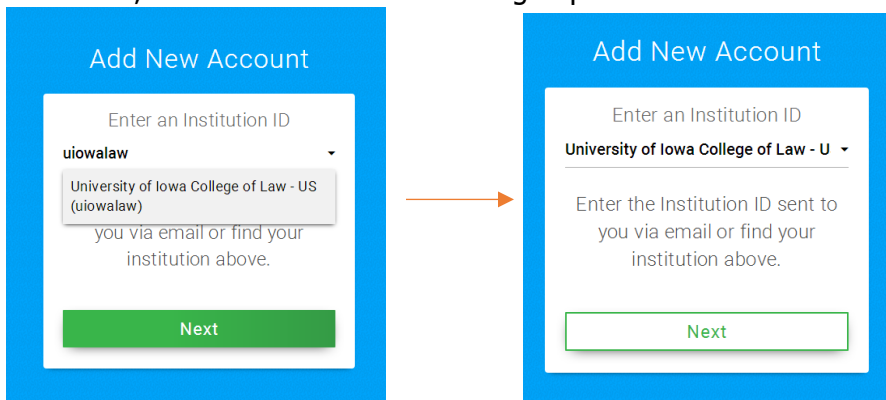
- Install the software.

Registration

- Open the software read the license and click **I Agree**.



- Enter the Institution ID. The ID for the College of Law is **"uiowalaw"**. Then when Exemplify finds the institution, click on **Next** to start the log in process.

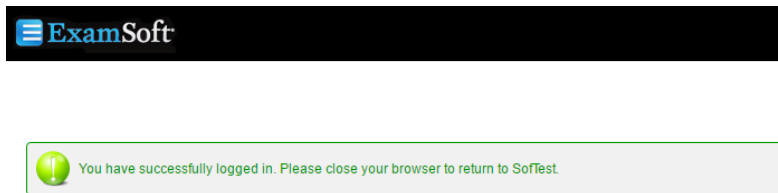


- If your browser does not open automatically, click the **Launch** button. If needed, you can click **Copy Link** to copy the link and paste in into a browser manually.



4. Log in with your HawkID and password.

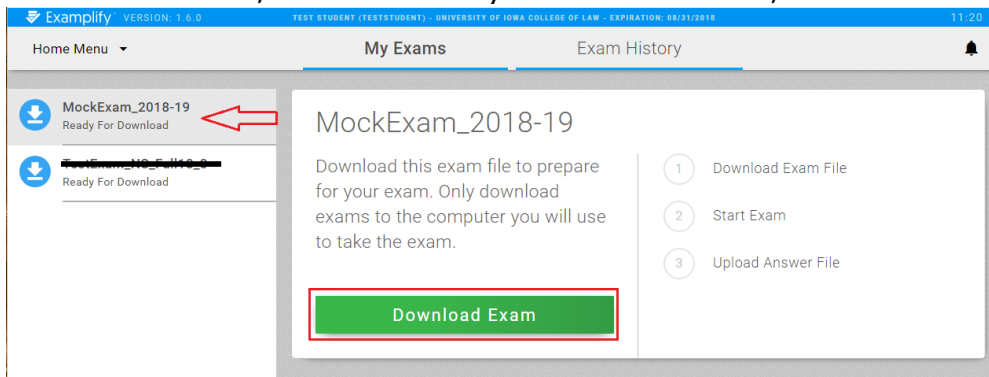
5. If your login was successful, you will get the message below. As it says, you may close your browser. When you return to Exemplify, wait a few seconds and it should catch up to the registration. If you get an error, simply close your browser window and repeat steps 3-5. If you continue to have problems, contact ExamSoft.



Downloading and Starting an exam in Exemplify

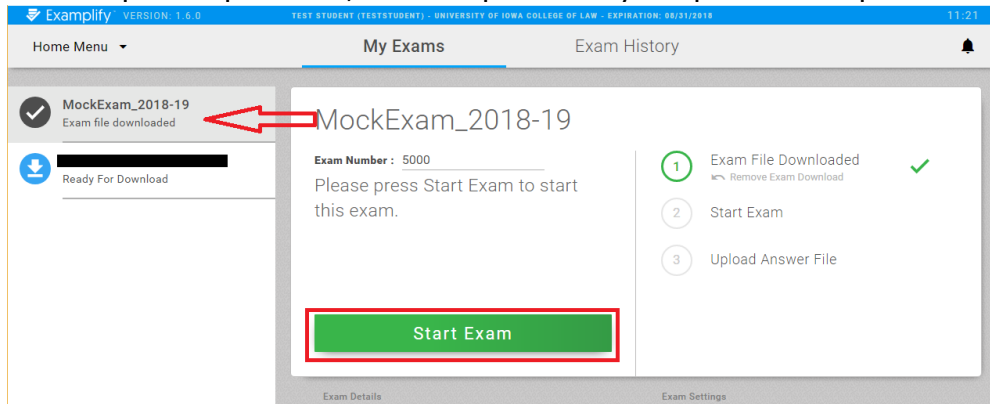
Downloading an exam

1. Open Exemplify on the computer you are using for your exam
2. From the exam list, select the exam you wish to download, then click **Download Exam**.



Starting an Exam

1. Follow the instructions for Downloading an exam, then select the exam and click **Start Exam**. If the exam requires a password, it will be provided by the professor or proctor.



If you need assistance downloading or starting an exam, contact ExamSoft. Contact information is provided at the end of this document.

ExamSoft contact information

Contact ExamSoft support. They are available 24/7.

Phone: (866) 429-8889

Email: support@examsoft.com

Website: <http://examsoft.com/support>