

Raise your hand and ask for help if you have any questions during your exam.

**Requirement for your computer is a supported version of your operation system. Stay informed here:**

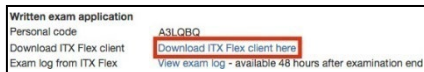
- ✓ Windows: <https://endoflife.date/windows>
- ✓ MacOS: <https://endoflife.date/macOS>


**Additional requirements for running the ITX Flex program**

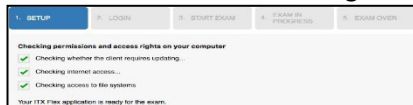
- ✓ You must have internet access, and you must make sure that ITX Flex has access to the internet/ITXBackend.
- ✓ You must have at least 2GB of free disk space.
- ✓ You must make sure that the program can write to the folder it is installed in.
- ✓ Mac users have to remember to set up their Mac so that it allows ITX Flex to make screen recordings (*System Settings > Privacy & Security > Screen Recording*)

**Before the exam**

1. Log on to Digital Exam – <https://eksamen.au.dk/>
2. Click on the exam and download ITX Flex via the link.



3. Install and start the program. (You may need to right-click on the link to start the program)
4. Start ITX-Flex - In the self-diagnosis tab (Setup), all checks/tick must be positive 



*Notice that there is a difference between Windows and Mac*

5. If you see one or more red cross marks, this means there is a problem. If you cannot fix the problem yourself, you should ask the IT supporter for help if you are in the examination room. Otherwise, contact your local IT helpdesk.
6. Before the exam starts you will need to retrieve your personal code. To retrieve your your personal code, log on to the Digital Exams system and click on your exam. You will find your personal code right above the link where you downloaded ITX Flex.



7. In ITX Flex, click 'Start the exam' and enter your personal code from your exam in the Digital Exams system.
8. It is your own responsibility to choose a place on your computer where you save your work at regular intervals during the exam.

**During the exam**

- When the exam starts, the exam supervisor will hang a pincode up in the room. You unlock your exam assignment in ITX Flex using this pincode. You also use this pincode to access your exam in Digital Exam. Download your exam assignment from your exam in Digital Exam. You are now ready to start the exam. Remember to save your exam paper in the exam paper subfolder.
- When you are finished with your exam paper, you follow the submission work flow in Digital Exam. Remember that you must both upload your exam paper **and** submit it. You can only submit your paper once.

**After the exam**

- After you have submitted your exam paper in the Digital Exams system, the system will generate a receipt which states whether you have submitted your exam on time.
- After you have submitted your exam paper in the Digital Exams system, ITX Flex will register your submission after just a few moments. You can then shut down the program.

For more information about ITX-Flex: <https://digitaleksamen.arcanic.dk/en/itx-flex-2/>