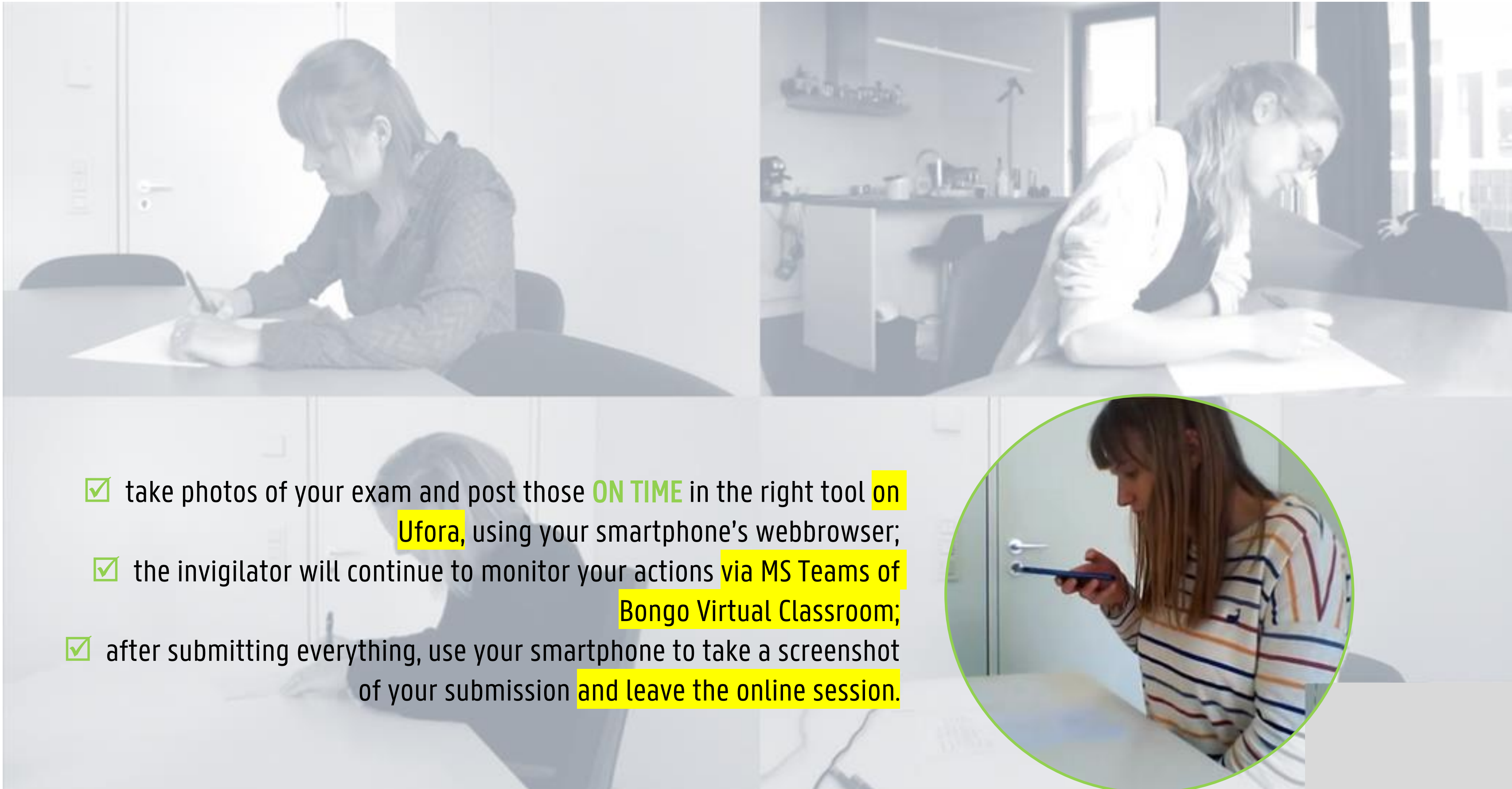


D. PAPER EXAM SUBMISSION

DURING AN EXAM WITH ONLINE SURVEILLANCE

1. USE SMARTPHONE TO TAKE A PHOTO



- ✓ take photos of your exam and post those **ON TIME** in the right tool **on Ufora**, using your smartphone's webbrowser;
- ✓ the invigilator will continue to monitor your actions **via MS Teams of Bongo Virtual Classroom**;
- ✓ after submitting everything, use your smartphone to take a screenshot of your submission **and leave the online session.**

2. TAKING PHOTOS WITH THE WEBCAM

D. Photo
Submission

ONLY IN CASE YOU DO NOT OWN/ARE ABLE TO BORROW A SMARTPHONE AND HAVE DISCUSSED THIS WITH THE LECTURER!

- ✓ place your sheet of paper in landscape so that it is entirely visible;
- ✓ follow the specific guidelines that you have agreed upon with your lecturer (e.g. you are allowed to use the webcam and leave the session earlier to do so).

