

GIAC PROCTORED EXAM REFERENCE GUIDE

GIAC Policies and Information

<p>GIAC Test-Taking Policies</p>	<p>In the Certification Attempts section of your account, select the 'Certification Information READ ME FIRST' link next to your exam.</p> <p>Important information includes:</p> <ol style="list-style-type: none"> 1. Exam Format, Certification Objectives, Passing Point Score (<i>Section 2</i>) 2. Open Book Policy (<i>Section 2</i>) 3. Question Skipping, Timed Break Information (<i>Section 2</i>) 4. Latency Detection (<i>Section 2</i>) 5. Appointment Cancellation Policy (<i>Section 3</i>) 6. Exam Feedback (<i>Section 4</i>) 7. Exam Ethics (<i>Section 7</i>)
<p>Testing Accommodations</p>	<p>Please arrange necessary testing accommodations before scheduling an appointment.</p> <ol style="list-style-type: none"> 1. Refer to the GIAC Disability Accommodation Policy 2. Securely submit your request for testing accommodations on the GIAC site
<p>Set Your Local Time Zone</p>	<p>Ensure your exam appointment information is shown in your local time.</p> <ol style="list-style-type: none"> 1. On your dashboard, under Account Details, select the Account Profile link 2. Set your local time zone and save at the bottom of the page

Vendor Policies and Information

	Pearson VUE	ProctorU
<p>Testing Modality</p>	<p>In person</p>	<p>Remote</p>
<p>ID Policies</p>	<p>For test day you will need two forms of ID that meet Pearson VUE ID policy.</p>	<p>For test day you will need two forms of ID that meet ProctorU ID policy.</p>
<p>Review Vendor Requirements</p>	<p>Test takers are required to sign to the Pearson VUE Candidate Agreement at the testing center. Be sure to review this document in advance.</p> <p>Keep in mind while preparing your reference materials that testing center workstation space may be limited.</p>	<p>Confirm your test-taking computer meets the ProctorU Technical Requirements.</p> <p>Refer to the GIAC Guide to Taking Exams with ProctorU for additional testing prerequisites, including:</p> <ol style="list-style-type: none"> 1. Software to Disable (<i>page 3</i>) 2. Browser Requirements (<i>page 4</i>) 3. ProctorU Browser Extension (<i>page 4</i>) 4. Automated Equipment Check (<i>page 4</i>) 5. Environment Requirements (<i>page 5</i>)

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	Pearson VUE	ProctorU
Arrival Time	<p>Please arrive 15 minutes before your appointment.</p> <p>GIAC will provide directions to the test site a few days before your scheduled appointment.</p>	<p>You will receive an email with a link to your scheduled exam approximately one hour in advance of your appointment.</p> <p>Please click the link 15 minutes prior to your appointment to begin.</p> <p><i>Alternatively, you may log into your GIAC account, go to 'Certification Attempts' and select your exam to begin</i></p>
Wait Time Expectations	If you are required to wait more than 30 minutes past your scheduled appointment time, contact GIAC for assistance.	Refer to page 9 of the GIAC Guide to Taking Exams with ProctorU .
Writing Instruments	Permanent or semi-permanent writing materials are not permitted. This includes but is not limited to pens, pencils, and scrap paper.	
	A whiteboard is provided upon request.	A whiteboard can be utilized when requested in advance — please email proctor@giac.org after you schedule your appointment.
Disruptions or Complaints	If you experience disruptions or have a complaint about testing conditions, notify your proctor immediately during your exam. After your exam, contact GIAC for assistance.	

Contact Information

GIAC Support	<p>If you have any questions or require assistance, please:</p> <ul style="list-style-type: none"> • Email proctor@giac.org OR • Call +1 (301) 654-7267
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