Frequently Asked Questions (FAQ) for the Illinois Bar Examination scheduled for July 27-28, 2021

What is the format of the bar examination?

It will be administered remotely.

For applicants testing on the regular schedule, the remote bar examination will consist of eight, 90-minute test sessions administered over two days, July 27 and 28, 2021. On July 27, two morning sessions will consist of one Multistate Performance Test (MPT) item each. In the afternoon of July 27, the two sessions will consist of three Multistate Essay Examination (MEE) questions each. The four sessions on July 28, will each consist of 50 Multistate Bar Examination (MBE) questions each.

Applicants with accommodations requiring a different schedule should refer to their determination letter(s) and any follow-up information for their amended schedule.

What is the schedule for the July 2021 remote exam?

The remote exam will be administered on the following schedule (all times are Central Time):

Tuesday, July 27, 2021:

9:00 AM to 10:30 AM MPT (1 MPT task)

11:00 AM to 12:30 PM MPT (1 MPT task)

12:30 PM to 2:00 PM Lunch

2:00 PM to 3:30 PM MEE (3 questions)

4:00 PM to 5:30 PM MEE (3 questions)

Wednesday, July 28, 2021:

9:00 AM to 10:30 AM MBE (50 questions)

11:00 AM to 12:30 PM MBE (50 questions)

12:30 PM to 2:00 PM Lunch

2:00 PM to 3:30 PM MBE (50 questions)

4:00 PM to 5:30 PM MBE (50 questions)

The schedules for applicants testing with accommodations under the Americans with Disabilities Act may vary from the standard schedule addressed above. Applicants testing with accommodations should refer

to their determination letter and/or any follow up letters from the Board concerning their schedules and any other modifications that are being made for the exam.

Each test session will require a password, which will be released 15 minutes before the scheduled start time of the session.

You must try to start as soon as the password is released.   This will give you time to address technical issues should they arise.   No matter when you start, the software will automatically log you out at the end of your allotted time.

Is the remote bar examination being administered on July 27-28, 2021 a Uniform Bar Examination (UBE)?

Yes.

Is the exam open book?

Absolutely not. Under no circumstances may you have books, papers, or anything on your work surface during the exam sessions except for the MPT, and for other pre-approved items due to accommodations allowed in advance of the exam.

Must I be physically present in Illinois in order to sit for the exam?

No. It will be administered remotely. Only if you are required to test in person will you need to be in Illinois. Regardless of your physical location, all times for the exam will be in the Central time zone (Chicago, Illinois).

What software vendor is Illinois using to administer the exam?

Illinois will use ExamSoft. Visit bar.examsoft.com and examsoft.com/ilbar for information on system requirements, equipment requirements and recommendations, support, policies, and proctoring through ExamSoft.

When must I register with ExamSoft?

ExamSoft will contact applicants directly by email soon with instructions for registering your computer, downloading the software, downloading and taking the mandatory mock exams and downloading the required exam files. ExamSoft registration will open on June 15, 2021 and will close on June 30, 2021 at 5pm CT. After June 30, 2021 and prior to the dates of the Remote Exam, ExamSoft will contact applicants with instructions for downloading the required exam files for exam day. **It is extremely critical that you comply with all deadlines as they will not be extended *for any reason*. If you do not download and take the mock exams on time, you will not be able to sit for the exam on July 27-28, 2021.**

If I sit for the July 2021 exam, will I need internet?

Yes. This will require reliable wifi to download the software and to take the two required mock exams prior to exam day. You will also need wifi on the day of the exam prior to each exam session in order to obtain the password and start the test session. Once you have started a test session, you will not need internet. Internet is also necessary in order to download answer and monitoring files. Internet is not required during the actual test sessions.

How will the exam be administered and what are the required conditions for my test space?

For applicants who do not have specific accommodations that require in-person testing, the exam will be administered remotely. The software employs ExamID and ExamMonitor.

The applicant will be required to be in a room, alone, with no other people, pets, extraneous noises, or distractions. The room must be free of identifying information such as diplomas, licenses, or other items. You must ensure that the room has good lighting, **especially in front of you** so that your face is visible. You must remain seated in sight of the camera during the entire test session, **with your <u>entire</u> face visible at all times**. There will be a break between sessions to stretch, use the restroom, take medications, and the like. It will require a computer, microphone and camera that meets minimum system requirements. We highly recommend using a laptop with an internal microphone and camera. Make sure your equipment meets these requirements. See the requirements here:

https://examsoft.com/resources/examplify-minimum-system-requirements

If you already have a version of Examplify on your device from either law school or a prior bar exam you should we recommend that you uninstall it prior to registering your device with ExamSoft for the July 2021 exam in order to insure that you install the latest version of Examplify for the July 2021 bar exam. The latest version of Examplify is 2.7 (or higher).

If your computer does not meet the minimum system requirements, you WILL get a warning box from ExamSoft. DO NOT IGNORE THIS WARNING! It is your obligation to rectify any and all noted warned deficiencies with your computer. Please refer to this article for assistance with updating your device to meet the minimum system requirements: https://help.examsoft.com/s/article/Examplify-Update-Device-MSRs. This warning might require you to use another computer for the exam.

It is critically important that on both on each day of the examination days the computer you registered continues to meet all minimum system requirements and have sufficient memory (both RAM and hard drive space) available. While the exam files are mostly text and are small, the monitoring files are videos with

sound, and videos with sound are large. You must also make certain that all current updates to the computer's operating system have been installed. You do not want to get that "Installing updates" pop up on the day of the exam. And if your computer does not have sufficient available space to store all of the monitoring videos on the days of the exam, the software may stop recording and your exam may not be accepted for grading.

You may have only one monitor. We recommend using an internal computer camera as opposed to an external camera. **Your camera must be mounted so that we can see the front of your face AT ALL TIMES.**

Applicants are solely responsible for obtaining their own computers, microphones, cameras, equipment, wifi, and acceptable space in which to take the exam while being proctored remotely. If your equipment fails or your space is unacceptable, you will not be able to take or continue with the exam, and it will not be grounds for modification of your final score. Make sure your equipment is in working order and your space is acceptable.

What features will examinees be able to use within the exam software?

You WILL be able to:

On the MEE and MPT questions:

- View the question as an attachment. For the MPT, you will be able to open the MPT library attachments and view both the attachment and the exam response on the screen.
- Highlight and search within the attachments.
- Use up to approximately 30 pages of "virtual scratch paper" to outline your answers.
- Copy and paste text within the response and from the virtual scratch paper/notes section. We recommend using copy and paste, rather than cut and paste, from the virtual scratch paper/notes.

On the MBE questions:

- Highlight within the questions.
- Cross out unwanted answers.
- Use virtual scratch paper.
- Navigate forward and backward, and skip and return to unanswered questions.

You WILL NOT be able to:

- Use more than one monitor.
- Cut and paste or drag and drop text from the question or the MPT library to your written response.

- Underline, circle, or cross out text within the MEE and MBE questions or the MPT materials.
- Use physical scratch paper, notes, or any other physical reference materials. If you are determined to have used physical scratch or note paper at any time during the exam other than the MPT, or with a preapproved accommodation, you will be investigated for cheating, resulting in a potential negative impact on character and fitness for admission.

We recommend practicing powering down and up while in Examplify as well.

You are required to complete a registration process and two mock exams between June 15 and June 30, 2021 and will therefore have opportunities to familiarize yourself with the software. Spend time doing so, in order to become comfortable with the capabilities of the software.

Take the mock exams using the same equipment you intend to use for the exam.

Can I handwrite for the July 2021 exam?

No, unless you have an accommodation that requires you to handwrite. This is a remote examination administered electronically by computer.

How does ExamID work?

ExamSoft uses ExamID to authenticate your identity. The facial authentication software compares two photos of a single person similar to unlocking a phone. The software is intended to confirm that the person sitting in front of the camera to take the examination is the same person who registered for the examination with the Board and ExamSoft. Facial authentication also prohibits unauthorized users from accessing your exam.

During the first mandatory mock exam, ExamID will take a baseline photo of you. You may not have a third-party appear in your baseline photo for any reason. Dress appropriately for your baseline photo, and make sure you do not drastically alter your appearance between the time your baseline photo is taken and the time you take the exam.

When this baseline photo is being taken, make sure you are in a well-lit room (with light facing you, rather than behind you, as back lighting tends to make shadows) and to wear eyeglasses if you intend to wear eyeglasses for the exam. If you are wearing a mask you will need to briefly lower the mask for the camera to take your photo. We need to see your entire face clearly.

The software will confirm that the photo taken in the first mock exam is acceptable. Then, at the start of each test session on the exam days, ExamID will take another photo of you and will compare it to the photo taken during the mock exam to authenticate your identity. The exam day photo is only compared to your baseline photo, a picture that you take on your device and that you approve for use. Your photo that is taken is NOT compared to the photos of other exam takers.

How does remote proctoring work?

You must remain in your seat with your **face fully visible at all times** during the testing session. The software will record audio and video of you, to be uploaded along with your answer files.

From there, the audio and video files will be analyzed and will flag any unusual behaviors, movement, or sounds. The flagged footage is reviewed by trained proctors to determine if further investigation is needed. If additional investigation is needed, you will be contacted by IBAB staff for clarifications and responses to questions if necessary. The mere existence of a flag is not cause for concern. For example, the flag could be a dog barking, or a doorbell, which can be cleared on human review. These human proctors will have no information as to the identity of the individual being reviewed.

Applicants are expected to conduct themselves in a professional and respectful manner and shall refrain from rude, obscene, and disrespectful behavior and gestures in the ExamID and ExamMonitoring photos and videos.

What items are prohibited?

This is not an all-inclusive list. If you are registered for the July 2021 exam you will be required to review and acknowledge a Code of Conduct which will have a specific list of banned items. For informational purposes, absent a specific and pre-approved accommodation, you may NOT have:

1. **any** electronic device besides your computer, external camera (if using), mouse, and keyboard. You may not have a second monitor. This includes, but is not limited to, phones, cell phones, fitness trackers, watches, headsets, headphones, radios, stereos, clocks, or anything digital, programmable, Bluetooth/Internet capable, or anything other than your registered computer, and associated mouse/keyboard/camera/microphone.

2. paper of any kind, except during the MPT

3. writing instrument of any kind except during the MPT

4. earplugs or anything on or in your ears

5. scarves, hats, hoodies, or **anything covering your head, face, and ears** (except for items approved in advance, such as hearing aids and religious wear); however, if you are testing in a location that will require you to wear a mask, you may do so. You may be asked to pull it down for identification.

6. food or drinks (absent prior approval)

7. more than one monitor

8. any item within your reach other than the items delineated in Number 1 on this list.

If you have any questions about any item on this list, please contact your processor.

What may cause me to be flagged for violating the rules?

This is not an all-inclusive list. Some actions that may cause suspicions of cheating include:

1. possessing or using electronic devices

2. pets or people in the room

3. paper, books, writing implements, or any item on the desk except the computer, camera (if using), keyboard, and mouse

4. getting up from your seat, or leaving the room

5. going off camera

6. not having your face in the camera view at all times

7. eyes not on the screen for extended periods of time

8. talking or listening to another person talking

9. inappropriate attire or lack of attire – this is still a bar exam

10. suspected cheating

Will there be technical support?

You will be provided with instructions on how to call ExamSoft, who can attempt to assist you. No extra exam time will be given.

When can we expect to see results from the July 2021 exam?

At this point we cannot say. We understand time is of the essence, and we will strive to make sure grading occurs quickly, but accurately. We will strive to release results in October 2021. Check our website for updates on when results will be posted.