

**QUEEN'S UNIVERSITY FACULTY OF LAW COMPUTER EXAM REQUEST FORM**

(Return to Nancy Leake at the Student Services Office – Macdonald Hall, Room 200)

**FORM RETURN DUE DATE: Friday, November 11 by 4:00 p.m.**

Course Number and Name	Professor	Exam Scheduled Date

You will be assigned an exam room closer to the date of the exam.

I confirm that I will pay **\$25.00** to register for the SofTest program by signing up, downloading and registering on-line at <http://www.examsoft.com/qufl>. I have read and understood the information pertaining to the Computer Exams Project posted at <http://law.queensu.ca/students/jdProgram/examInformation/pilotProject.html>. I confirm that I have read, understood and am bound by the University Computer User Code of Ethics at <http://www.queensu.ca/secretariat/senate/policies/codes.html>.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Student Number

\_\_\_\_\_  
Print Name

**FAILURE TO SUBMIT THIS FORM BY THE DUE DATE ABOVE SHALL BE DEEMED TO BE AN INDICATION OF THE INTENTION TO HANDWRITE THE EXAMINATION.**

**There is a \$25.00 fee payable with this form. The \$25.00 fee is charged once only per academic year.**

**Payment must be made in cash.**

Date:

Time:

Initials:

PAID? YES NO

## **\*MINIMUM SYSTEM REQUIREMENTS**

### **PC System Requirements:**

- CPU = 1 GHz Pentium III or Industry Equivalent.
- RAM = 1 GB.
- Drives = 50 MB of free space.
- Operating System = English 32-bit Versions of Windows XP, 32-bit and 64-bit Versions of Windows Vista and Windows 7.
- SofTest may not be used in a virtual operating systems.
- Software = Internet Explorer 7.0 or later.  
Internet connection for SofTest Installation, Exam Download and Upload.
- Screen Resolution must be 1024x768 or higher.
- Administrator level account permissions.
- higher

It is not possible to take secure exams through a virtual operating system such as Microsoft's Virtual Machine, Parallels or VMware, VMware Fusion or any other virtual operating system environment. Although SofTest can be installed and registered on virtual platforms, it will only be enabled for non-secure Practice Exams.

### **Apple Macintosh Requirements:**

In order to use SofTest on your Apple Macbook or Macbook Pro natively, you must have:

- CPU = Intel processor.
- RAM = 512 MB.
- Drives = 50 MB or higher free disk space.
- Operating System = MAC OS X 10.5.8, 10.6, 10.7 (Leopard, Snow Leopard, Lion).
- SofTest may not be used in a virtual operating systems.
- Software = Internet browser. Internet connection for SofTest installations, Exam Download and Upload.
- Administrator account.

See also ExamSoft Frequently Asked Questions at

[http://www.examsoft.com/main/index.php?option=com\\_wrapper&Itemid=89](http://www.examsoft.com/main/index.php?option=com_wrapper&Itemid=89).

The personal information on this form is being collected to facilitate administration of the registration process for use of the SofTest program provided by ExamSoft Worldwide Inc. The personal information will remain on the database of Examsoft for the duration of the exam period, retained for one year and thereafter expunged. Questions about the use and custody of this information may be addressed to the Assistant Dean of Students, Queen's Faculty of Law or the Queen's Account Manager at Examsoft Worldwide Inc. The Assistant Dean of Students may be reached at [jane.emrich@queensu.ca](mailto:jane.emrich@queensu.ca). Examsoft can be reached at [www.examsoft.com](http://www.examsoft.com).