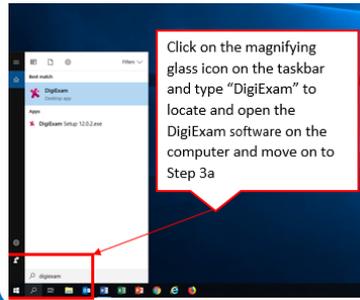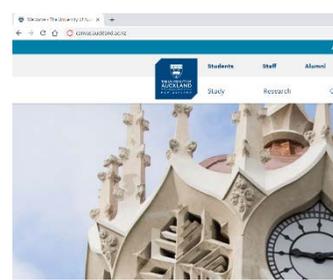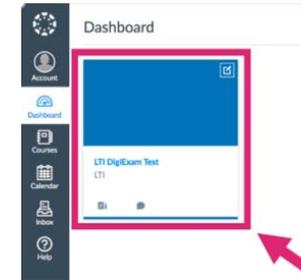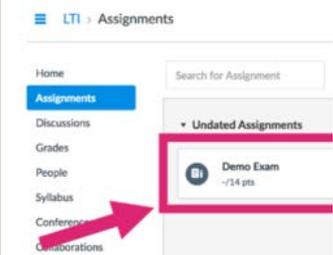| Step 1: Log on to computer	Step 2: Open software	Step 3a: Locate Exam	Step 3b	Step 3c
Welcome to your exam Please log on to your computer. If you are using a University computer this will take approximately 2 minutes	Click on the magnifying glass icon on the taskbar. Type "DigiExam" to find the software. Click "DigiExam" to open the software. Click on the magnifying glass icon on the taskbar and type "DigiExam" to locate and open the DigiExam software on the computer and move on to Step 3a	Open Google Chrome browser and log in to Canvas (canvas.auckland.ac.nz) 	In your Dashboard select thecourse for the exam 	Click the "Assignments" tab on the course menu
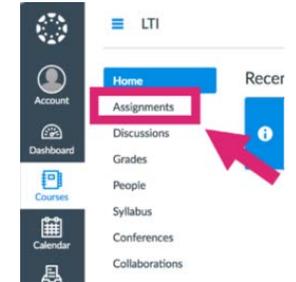
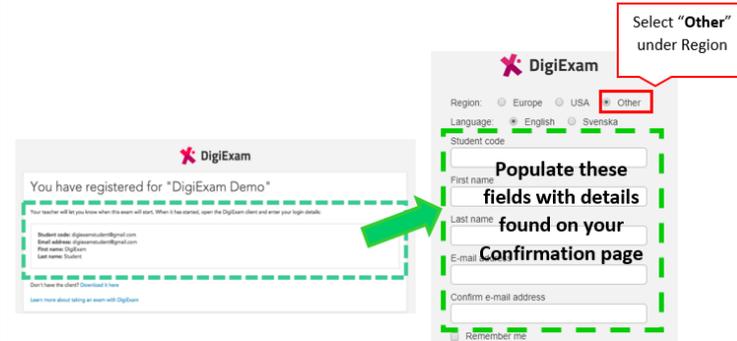| Step 3d	Step 4a: Register for your exam	Step 4b	Step 5: STOP
Click on your exam e.g. LAW_101_1193 	Click the 'Register Me' button. Your registration will then be confirmed 	Copy the details from the confirmation box exactly and paste them into the DigiExam login box. Select "other" under region. Select "**Other**" under Region Populate these fields with details found on your Confirmation page	When your scheduled exam is displayed **Stop** and wait for further instructions STOP