Institution Quick Guide

How to Use Examity

Steps to Get Started

• Receive confirmation email from Examity with login credentials.
• Create remote vouchers through College Board’s ACCUPLACER platform. [Here’s how.](#)
• Click the Examity [link](#) and log in with the user ID and password provided to you.

Contact Lisa Martini for questions

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Examity Dashboard

Students

[Add, Confirm, Accuracy, Edit]

Set Accommodations

• Click on the “Students” tab
• Then, click on “Search”
• Enter student’s last name
• Find student and click pencil icon
• Select “Yes” from the drop-down menu
• Enter accommodation

Exam Status

[Track scheduled, completed and proctored exams.]

Track Exam Status

• Track scheduled and completed exams
• Real-time data

Run Reports

• Click from the pre-set buttons
• Select parameters to customize
• Ability to export data

Reports

[Review analytics.]

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