SecurExam Installation Instructions for PC – Summer 2010

Installing the software

Download the installation file from mylaw. Go to the Academic and Student Affairs section, then click on Exam Info, then find the instructions for taking the Summer 2010 exams on your laptop.

Run the installation file and follow the prompts. When the software is finished installing, there will be an icon for SecurExam on your desktop.

BEFORE the day of the exam, you should follow the directions below to obtain the license and run the practice exam.

Obtaining the license

The first time you run the software, you will need to run the "Get Exams and Licenses" feature. First, make sure you are connected to the internet. Remember if you are using the "NUwave-guest" wireless network, you will need to open your web browser (Internet Explorer, Firefox, etc.) and accept the agreement before obtaining the license (this step is not required for the "NUwave" wireless network).

Double-click on the SecurExam icon on the desktop, then click on the "Get Exams and Licenses" button. You will see this screen:
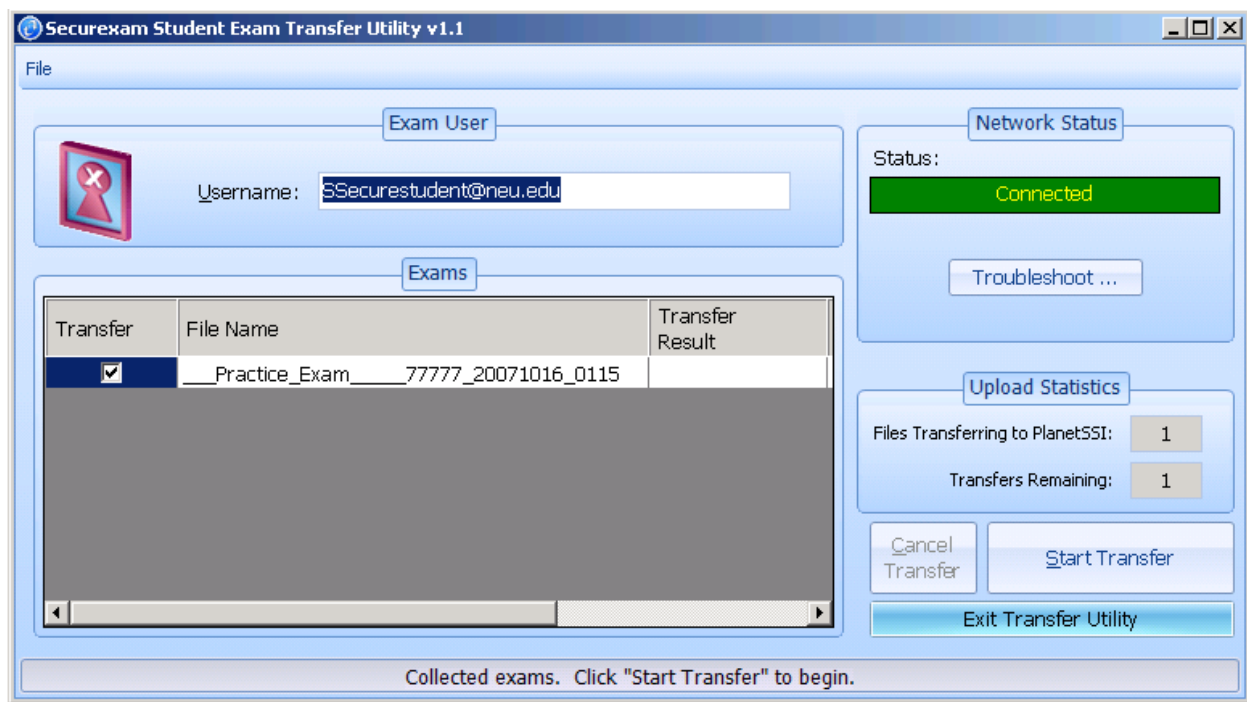
Your Northeastern e-mail address is both the username and password. Enter them, then click on the "Update" button. The status window will say "UPDATES COMPLETED" when it's finished. Click on the "Close" button to exit.

You will also need to perform this step the day of your exam.

Running the practice exam

First, make sure you are connected to the internet. Double-click on the SecurExam icon on the desktop, then click on the "Login and Take an Exam" button. You will see this screen:

Your Northeastern e-mail address is both the username and password. Enter them, then click on the "OK" button. You will see this screen:

Check the box next to "NEU Practice Exam," then click OK. The practice exam will load. Type some text. You might also want to familiarize yourself with the program and the different toolbar buttons and menu options available for editing. When you are comfortable, save your exam and exit the software. The Exam Transfer Utility will load:

Wait for the "Network Status" box in the upper-right to turn green. Also, if you are using the "NUwave-guest" wireless network, you will need to open your web browser (Internet Explorer, Firefox, etc.) and accept the agreement before uploading (this step is not required for the "NUwave" wireless network).

Click on the "Start Transfer" button. When the transfer is complete, the "Transfer Result" box will say "SUCCESS" and the color of the box will change to green. Click on the "Exit Transfer Utility" button to exit.

If you have any questions, please contact Computer Services.