

Instructions for the pen display

Pen displays are intended for examinees who need a pen display to complete their exam (e.g., for mathematical tasks).

If you require a pen display for your exam, please select the option "Pen Display Desk" in the EXAM system when booking your exam time.

The pen display is located on a tray beneath the desk at the exam station. Pull the tray towards yourself to access and use the pen display.



If the pen display is turned off, turn it on using the button located in the upper-right corner of the pen display.



The pen display can only be used with the pen specifically designed for it. The pen display does not work with other tools or fingers. The opposite end of the pen functions like an eraser. The pen is attached to a loop on the side of the pen display. **Please return the pen to this loop when you are done using it. Do not take the pen with you, as this will prevent other examinees from using the pen display! The exam room is under recording video surveillance, and any misuse will be investigated.**

You can use the pen display with software available on the EXAM computer, such as Word, Paint, and Excel. You can open the software either by using the pen on the pen display or by using the mouse on the computer screen. If the software opens on the computer screen, drag the window to the right edge of the computer screen to move it to the pen display. This way, you can draw using the pen display while viewing the exam instructions on the computer screen.

Save the answers you create using the pen display to the exam computer's files, and attach the file as a response to the EXAM question according to the instructions provided by your teacher.