I*STAR: Instructions for Students

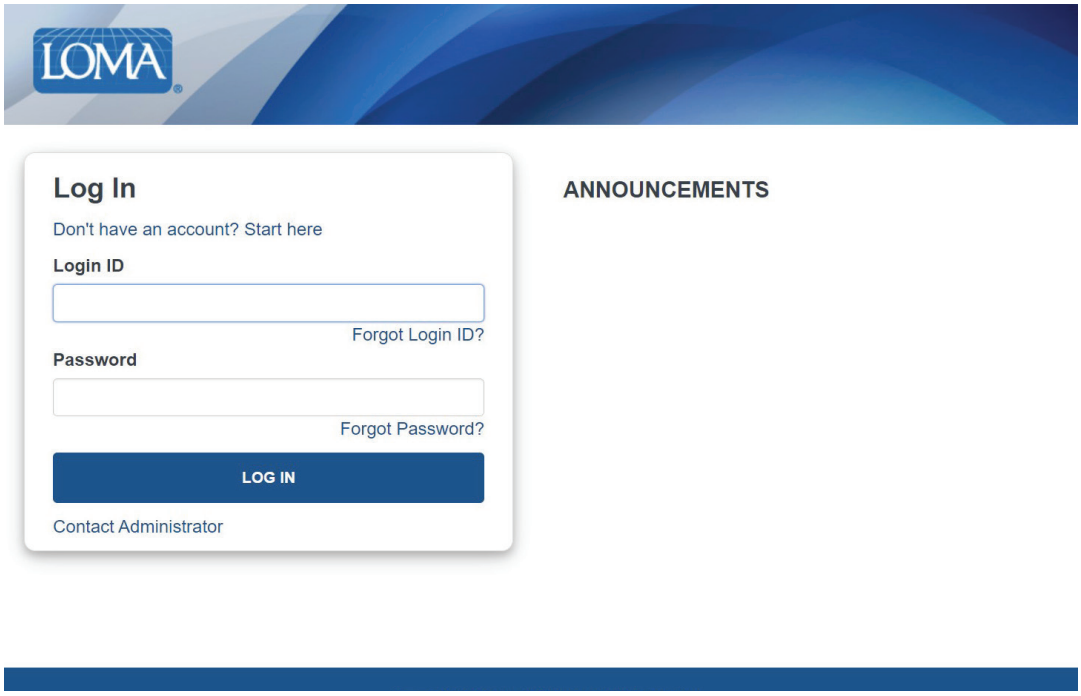
LOMA
Navigate With Confidence

I*STAR

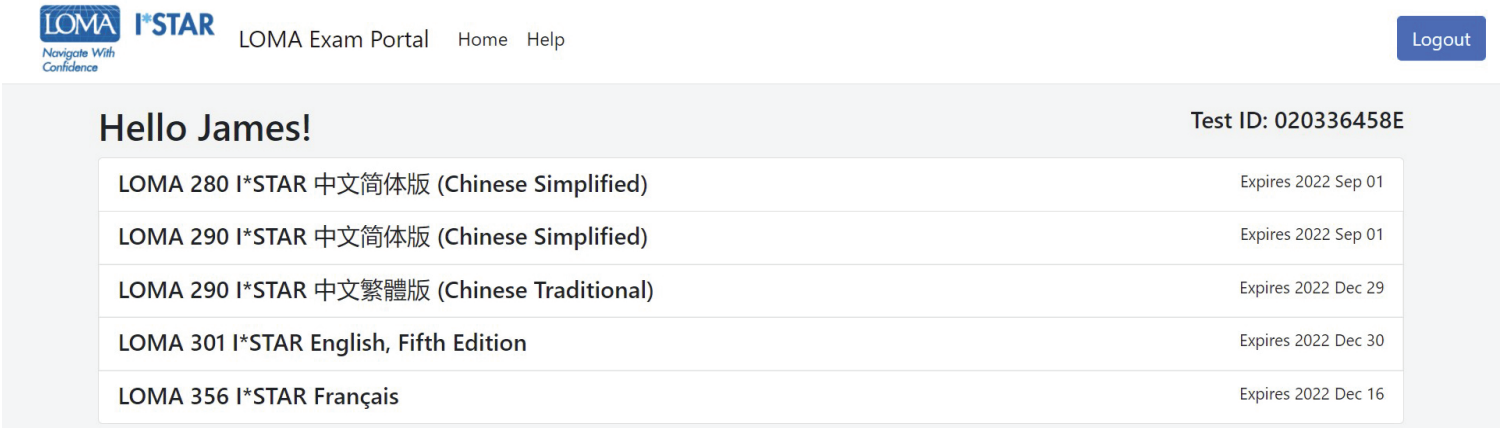
For video instructions, please click here

Directions for Students

1. Using Chrome, Edge, Safari, or Firefox, navigate to exams.loma.org and sign in using your current LOMA credentials.



2. Select the exam you are taking today.



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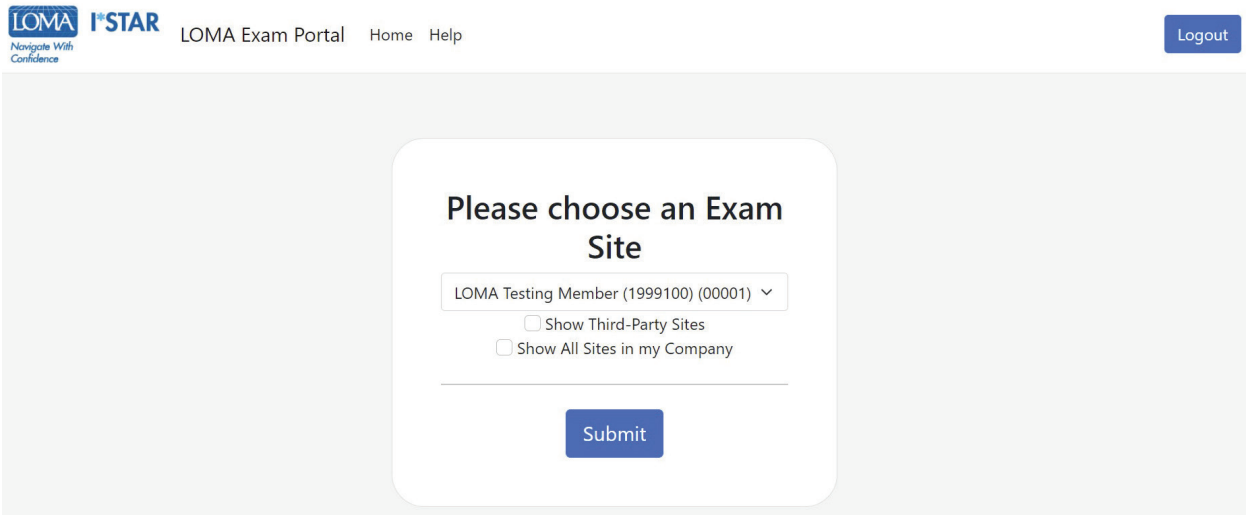
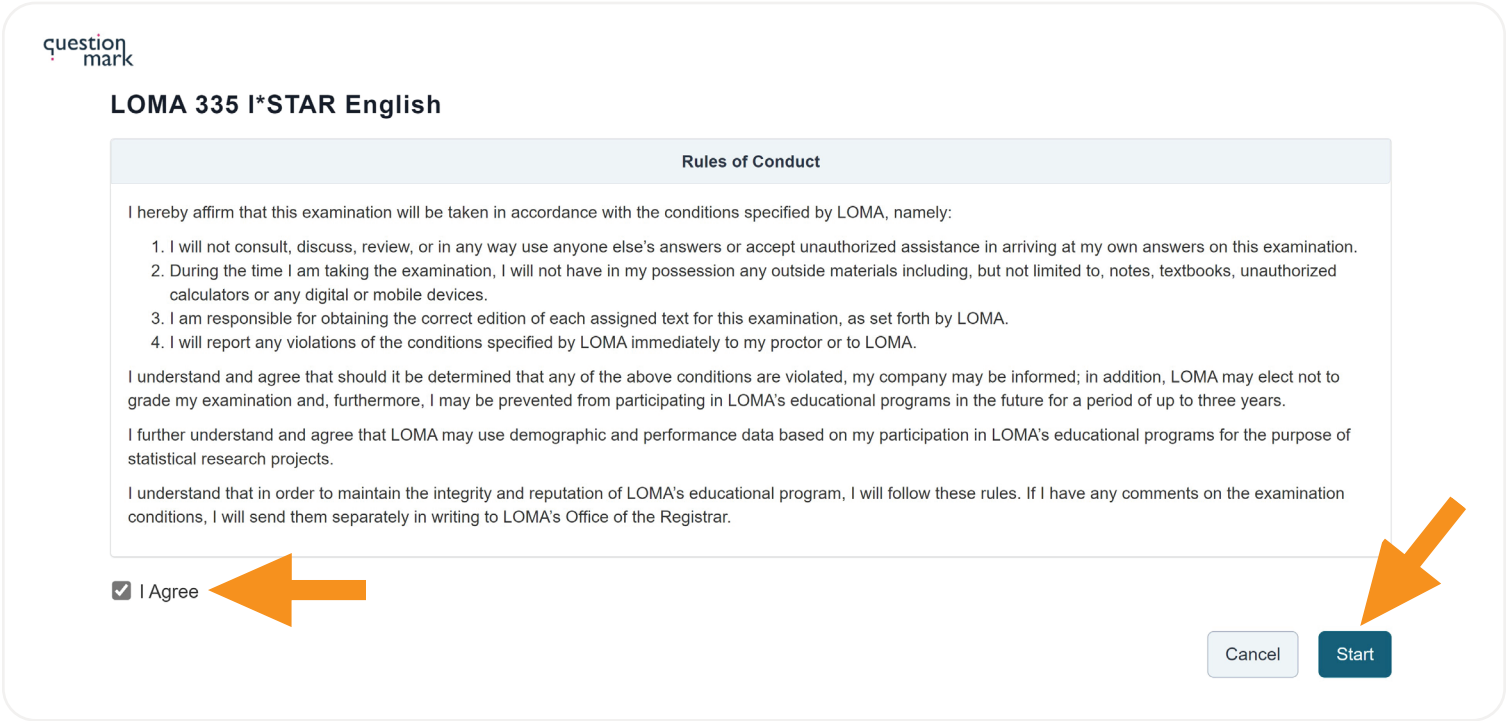
3. Select the site at which you are taking the exam. Your exam site **must match the proctor's exam site**. If you are taking the exam at a third-party site, choose the "Show Third-Party Sites" button to see a list of these sites. After choosing the exam site, select "Submit."



4. Read the LOMA Exam Integrity Statement. Select the box to confirm that you have read and agree to the exam rules and then choose "Start."



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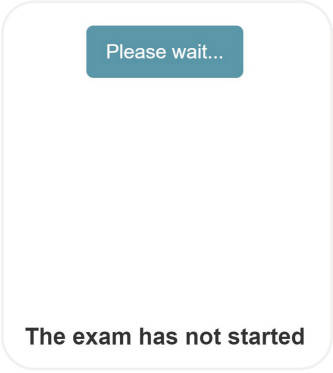
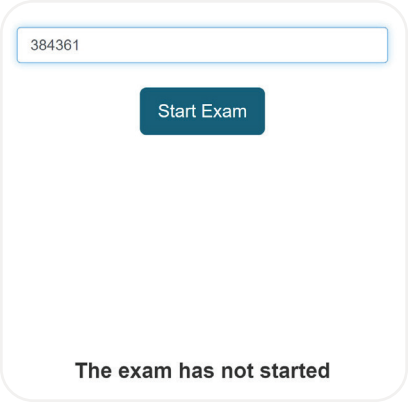
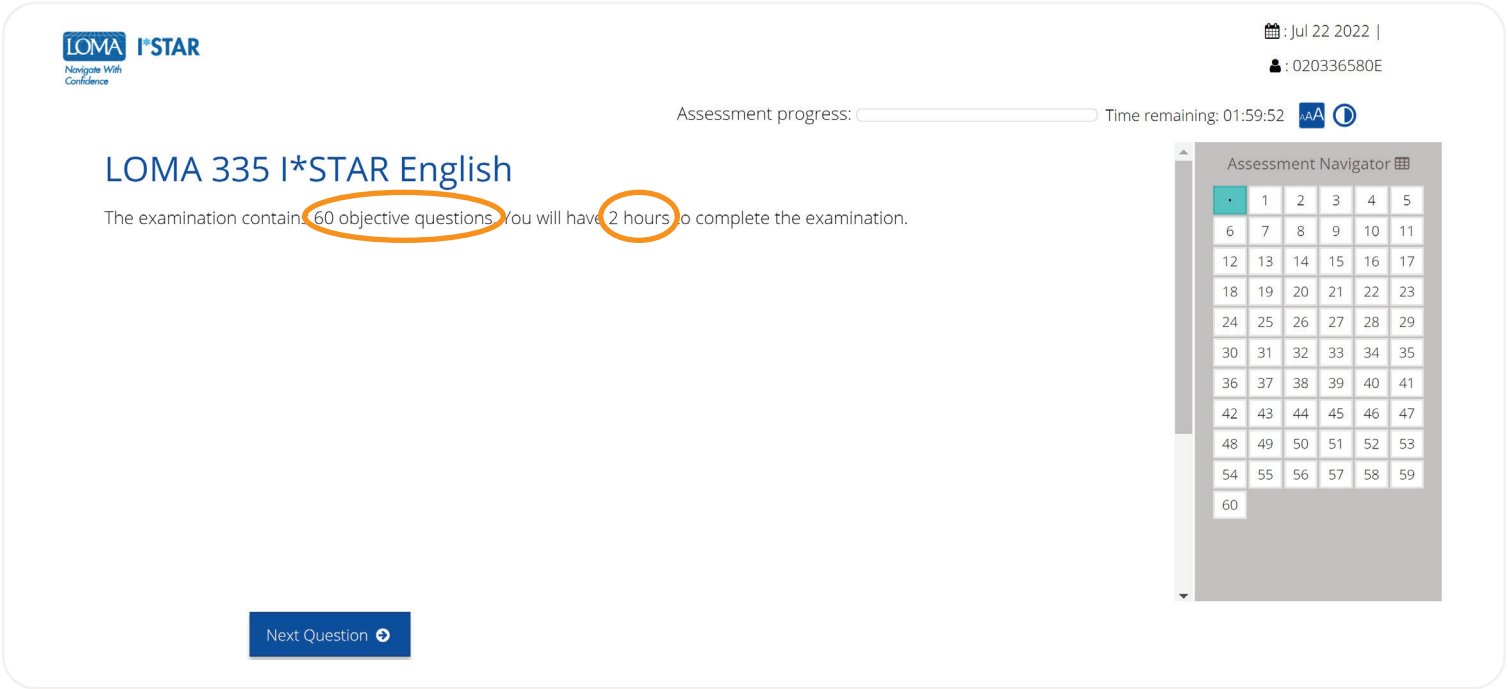
5. You will see the "Please wait. The exam has not started" screen while the proctor admits you to the exam.



6. Your proctor will generate a code. When the proctor gives you the code, enter it here. Then, select "Start Exam."



7. The first page of the exam will give you the number of items and the time limit for the exam.



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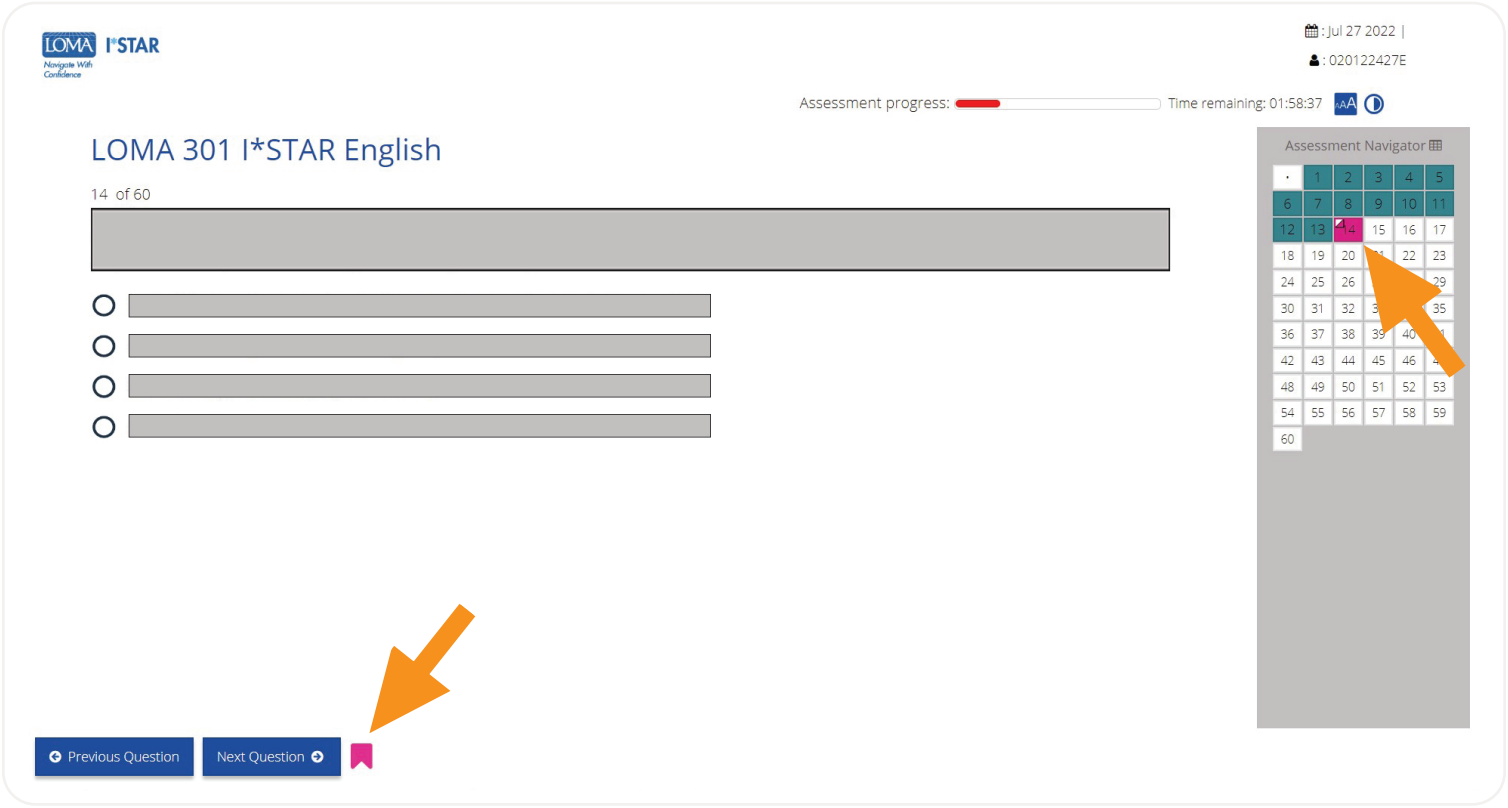
8. Answer each question on the exam.

9. Use the navigation box on the right side of your screen, or select "Previous Question"/"Next Question" to move through the exam. You may return to any question by choosing the question number in the navigation box.

10. To flag a question to return to it later, select the ribbon icon beside "Next Question" to highlight that question in the Assessment Navigator.



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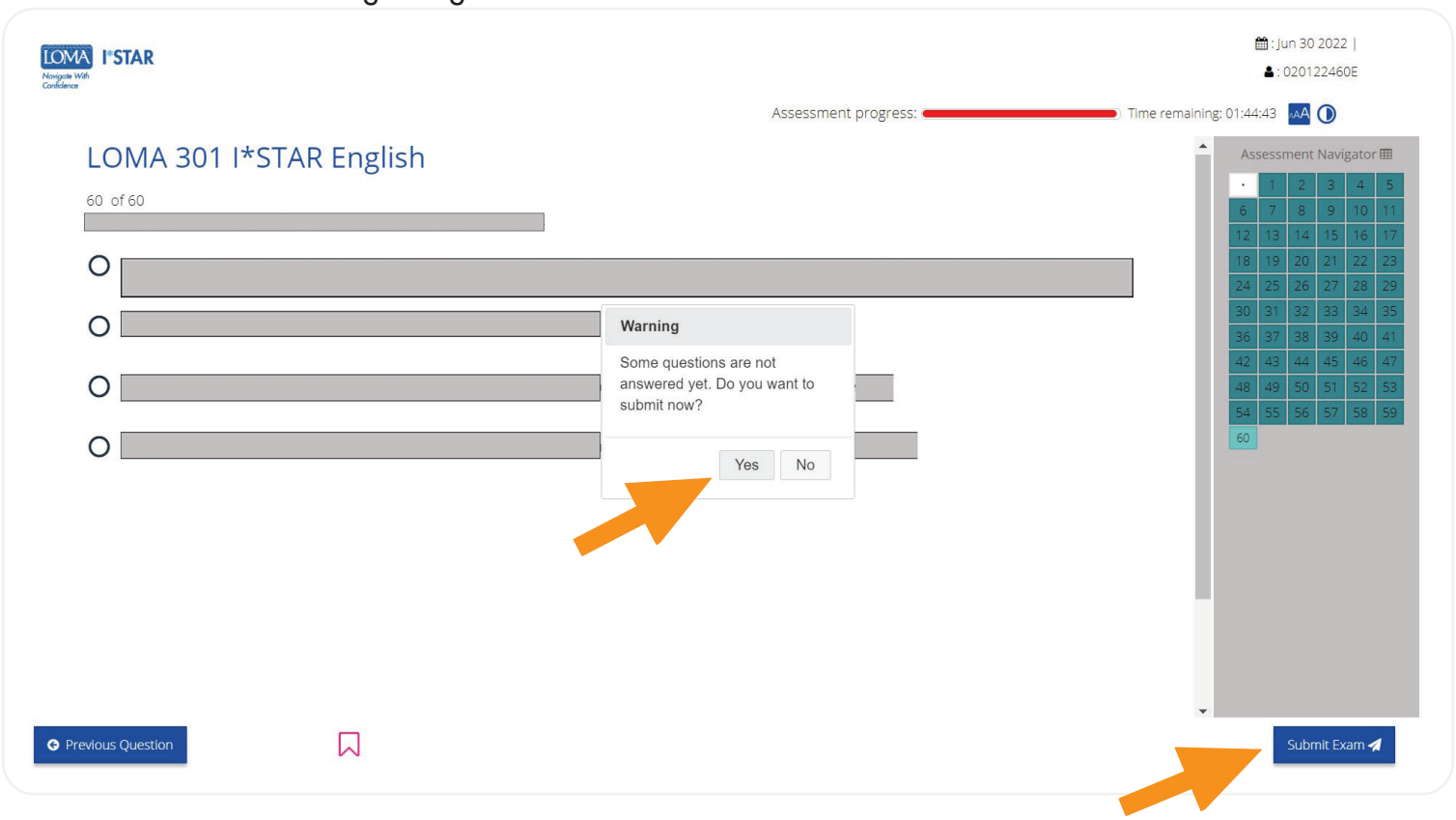
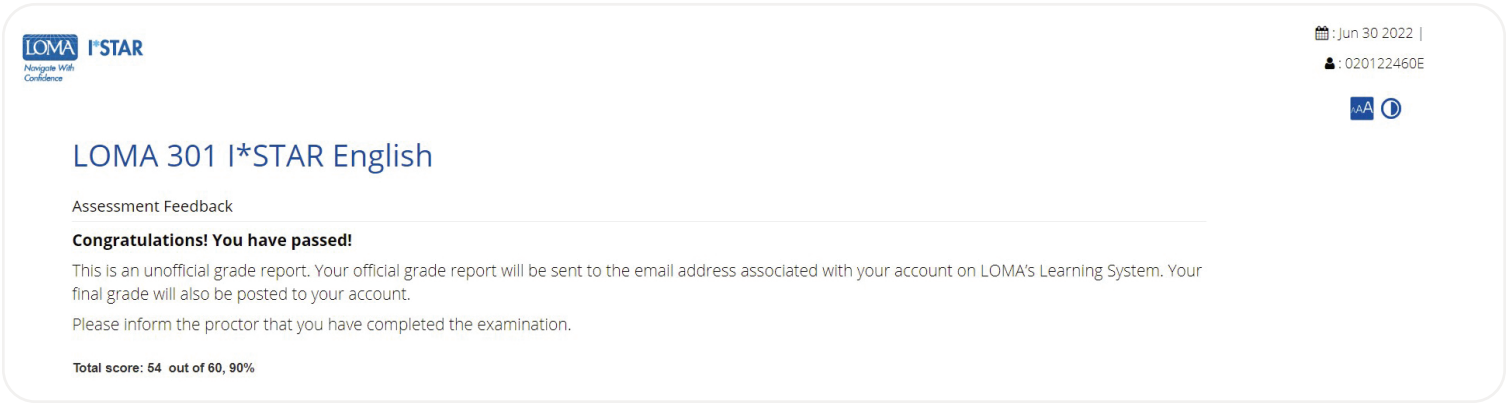
11. After you have completed all of the questions and are ready to see your score, select "Submit Exam." If you have not viewed every question, you will receive a reminder that some questions are not yet answered. Choose "No" to return to the exam to answer the remaining questions. Choose "Yes" to submit the exam for grading.



12. You will immediately see whether or not you have passed the exam.



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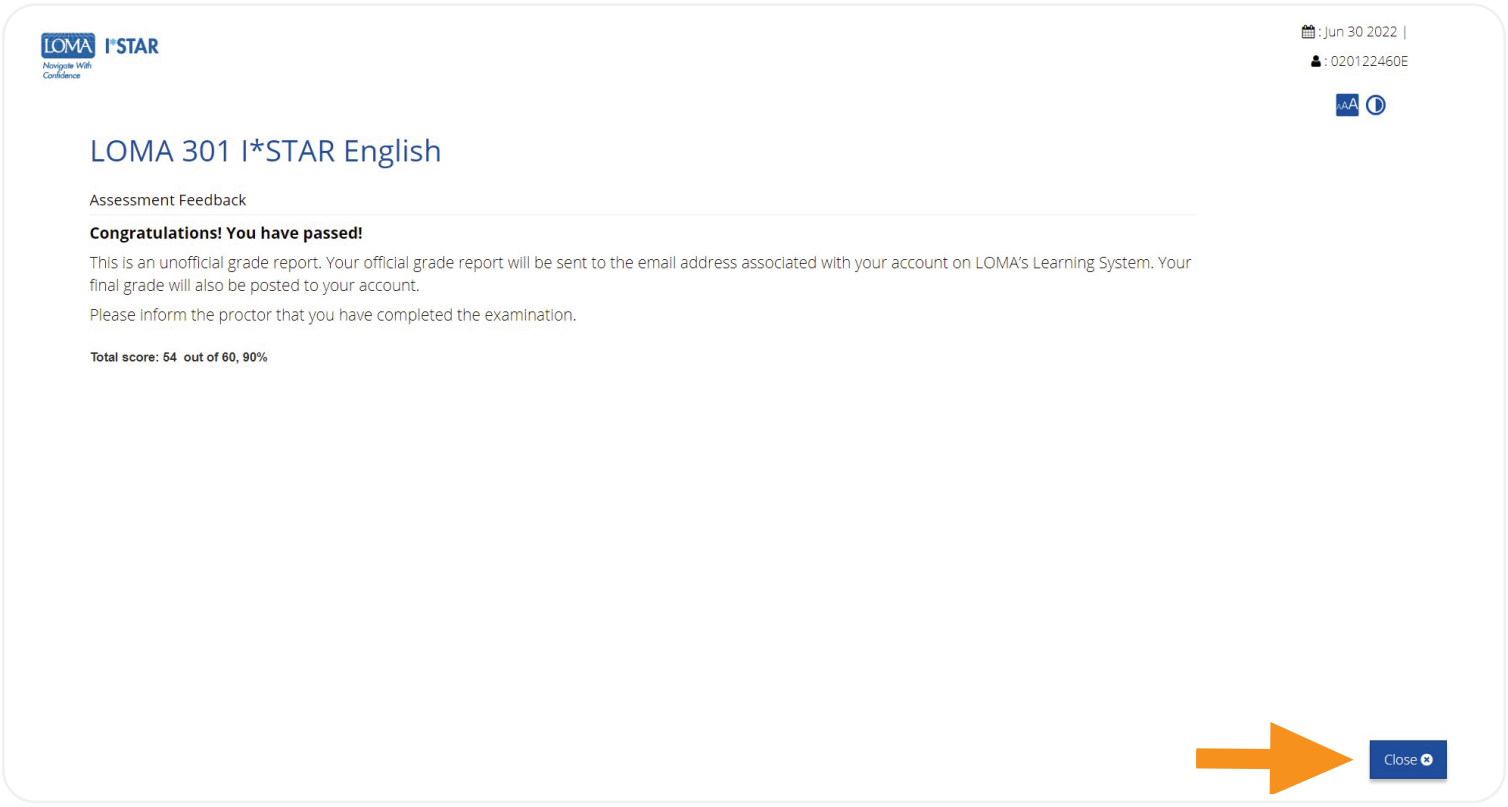
13. Log out of the exam by selecting the "Close" button and close the browser. You will receive an email with a link to your performance report.



14. If you have questions, please contact the Contact Center at education@loma.org.

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