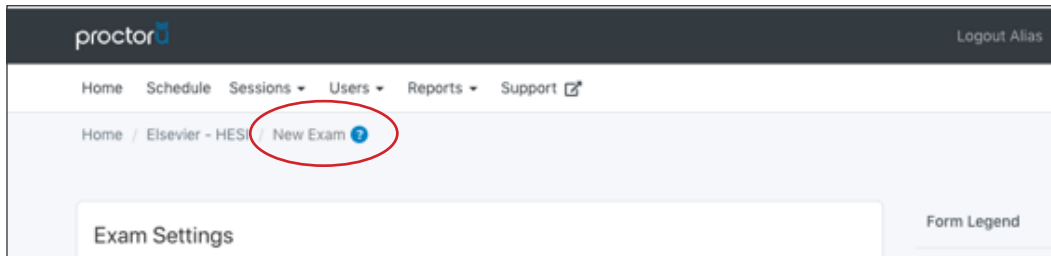   live⁺ | review⁺

Welcome Instructor Checklist

- ☐ **Register for an Instructor Account with [ProctorU](#)**
- ☐ **Attend Faculty Training on the ProctorU System**
  - ☐ [Live+ & Review+](#)
- ☐ **Enter Exams into ProctorU**
  - ☐ Use "Walk me" feature in your ProctorU Account if you have additional questions about exam entry (New Exam ?)

- ☐ **Visit [Instructor Resources Site](#)**
  - ☐ Instructor Expectations for Exam Day
  - ☐ Best Practices for Exam Day
  - ☐ Top Anticipated Issues
  - ☐ Best Practices for Test-Takers BEFORE & ON Exam Day
  - ☐ FAQ's
- ☐ **Prepare Students for ProctorU Experience**
  - ☐ [Live+ & Review+ Student Resource Page](#)
    - ☐ [Students-Test your equipment](#)
- ☐ **Exam Day**
  - ☐ Be available during exam window
- ☐ **[Post Exam Reporting & Reviews](#)**
- ☐ **[ProctorU Support](#)**
- ☐ **[ProctorU Instructor Support](#)**