















# Exam Checklist

Whether you're taking the GMAT™ Focus Edition at a test center or online, plan ahead to ensure your day goes smoothly and you take your exam with total confidence!

<b>Before the Exam:</b>		<b>Test Center</b>	<b>Online</b>
	<p><b>Confirm Appointment Details</b> Make sure your appointment date, time, and location/time zone matches your registration email confirmation and My Account page on mba.com</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Confirm ID Requirements</b> Review the ID Requirements and plan to have the ID you used for registration physically with you on test day.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Review Policies &amp; Procedures</b> Ensure you understand the test policies to avoid policy violations which may result in your score being cancelled.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Plan Your Route</b> Familiarize yourself with the route to your test center location, and make sure to account for travel time and potential traffic delays.</p> <ul style="list-style-type: none"> <li>- Arrive 30 minutes prior to your appointment time.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Check System Requirements</b> At least one week before exam day, review the system requirements to ensure your computer meets the specifications needed for the exam delivered online, including:</p> <ul style="list-style-type: none"> <li>- Downloading and installing the secure browser.</li> <li>- Testing your microphone, speakers, and video.</li> <li>- Disabling VPN connections and automated processes scheduled to run on your device.</li> <li>- Ensuring you have a wired, stable internet connection.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Check Whiteboard Size</b> If using a physical whiteboard, be sure it is no larger than 12 inches x 20 inches (30cm x 50cm).</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Get Plenty of Rest</b> A good night's sleep before the exam can help reduce stress and anxiety.</p>	<input type="checkbox"/>	<input type="checkbox"/>

<b>During the Exam:</b>		<b>Test Center</b>	<b>Online</b>
	<p><b>Do Not Read Questions Out Loud</b> Remember that while testing, you can't speak out loud (or even move your lips) as you read the questions.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Stay Focused on the Screen</b> Don't look away from the screen for an extended time. Keep your eyes on the test.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Do Not Have Prohibited Materials</b> Remember to review the list of prohibited materials for exams at a test center and delivered online.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Test Remotely</b> No one else can be in the room when you are taking the exam delivered online. Be thoughtful about where you plan to take your exam and when you schedule it.</p>	<input type="checkbox"/>	<input type="checkbox"/>
	<p><b>Keep the Camera on You</b> Your web camera should be clearly focused on you throughout the exam and be sure to always stay in the frame.</p>	<input type="checkbox"/>	<input type="checkbox"/>

Learn more at [mba.com/gmatfocus](https://mba.com/gmatfocus)