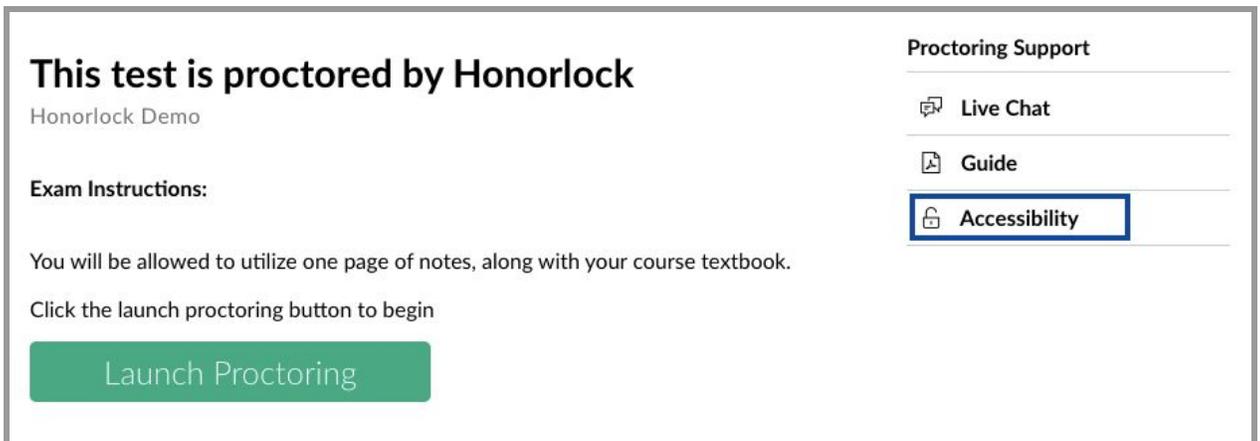


Please Note: The Bypass Pin is unique to each institution. Please reach out to your Honorlock Customer Success Manager to retrieve the pin.

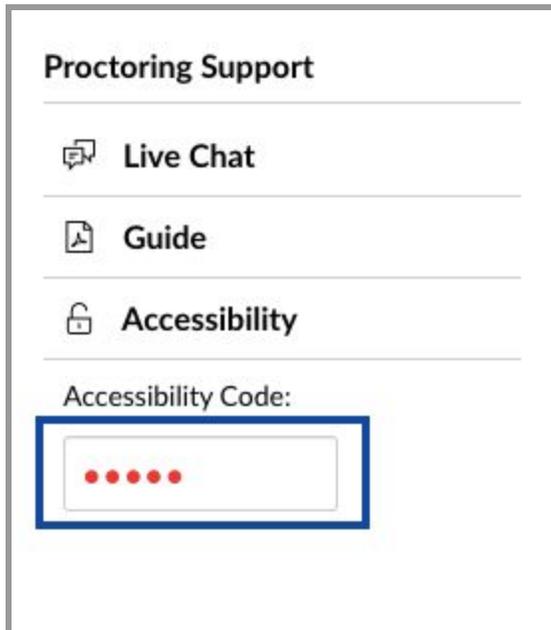
In order to accommodate the requests of faculty, and promote our mission to serve all students, Honorlock has built in an accessibility code to bypass Honorlock proctoring when necessary.

1. From within the Google Chrome Browser, the Honorlock Chrome extension must first be added (www.honorlock.com/install). This is an important step as this will provide the tools necessary to disengage proctoring.
2. With the extension installed, navigate to the Exam page within the LMS, and locate the **Accessibility** link under the **Proctoring Support** menu.



The screenshot displays the Honorlock exam interface. On the left, a message reads "This test is proctored by Honorlock" with "Honorlock Demo" below it. Under "Exam Instructions:", it states "You will be allowed to utilize one page of notes, along with your course textbook." and "Click the launch proctoring button to begin". A green "Launch Proctoring" button is visible. On the right, a "Proctoring Support" menu is shown with three options: "Live Chat", "Guide", and "Accessibility". The "Accessibility" option is highlighted with a blue border.

3. Enter the provided **Accessibility Code** in the input that appears. Please note, this pin should never be shared with students and should be entered by the instructor or faculty member overseeing the exam.



4. Honorlock will now be turned off for the exam attempt. If you have additional questions or concerns, support is available 24/7 via live chat or phone support [844-243-2500](tel:844-243-2500).