

LIA offers you the opportunity to take part in remotely monitored online examinations. In this case, you can take an online exam directly from home. In addition to the data protection information (processing in accordance with EU-DSGVO/GDPR3 article 6(1)(b),(c) and (f) - <https://gdpr-info.eu/art-6-gdpr/>) in the study registration form you have signed, LIA requires your consent to Online Proctoring (OP) of a regular examination (in e-testing format), because additional personal data is collected during the OP which is not required in regular examination procedures. The provisions of the General Data Protection Regulation (GDPR) apply to the storage and processing of data. This means that only authorized persons, i.e. examination office, examination board (in cases of doubt) have access to your examination session data.

GOAL

The main purpose of the OP is to ensure a smooth examination process for both you and LIA, i.e. the so-called Academic Integrity⁴. The aim of the collection of voice, video and photo recordings (data) is that a proctor (or supervisor or surveillance staff) can visually observe the identification of the candidate and the examination process to ensure that academic integrity is maintained. In addition to your first name, last name and e-mail address, data in the form of ID photos (prepared by you), screenshots, webcam photos, webcam video streams and, if applicable, smartphone video streams are digitally captured, stored and processed during the OP to fulfill the main purpose of the OP (see above). Otherwise, the same rules apply as in a normal on-site written examination. Violations of the rules (e.g. identity fraud, unauthorized aids, plagiarism, etc.) will be punished in a same way as in a normal examination. Familiarize yourself with the rules and guidelines of the respective exam in the online campus (or by a supervisor).

SECURING YOUR OWN PRIVACY

Before starting the OP process, you will be asked to prove your identity. The display of ID information (especially photographic ID) is required by law. Be aware that you are responsible for covering all unnecessary data (e.g. health or social security numbers) before taking a photograph.

CONSENT AND CONFIRMATION OF "CLARIFICATION"

In order to take the online exam, LIA requires proof of clarification and your consent. By participating in the remote monitoring of your examination, you confirm that you have been informed about it; that the monitoring is carried out by Irish company TestReach; that parts photo ID such as your driver's licence or passport (which are not covered) will be photographed and stored in order to verify your identity for verification; that you will be asked to make a 360-degree video recording of the test environment in which you and your computer are located to be saved in order to ensure a proper test environment; that you and your screen are filmed throughout the exam and noises are recorded in the working environment. These recordings are saved so that you can later prove that you performed the exam properly. The TestReach rules of conduct can be found at <https://www.testreach.com/.com/exam-rules/> and the notes on data protection and our Privacy Impact Assessment can be found at www.testreach.com/testreach-privacy.html.

DECLARATION

"I understand that language, video and photo footage of me, my environment, my screen and my ID document will take place. These serve the purpose of monitoring the module examination for the academic qualification required by law. These records will be stored on the servers of TestReach until it has been confirmed that the exam has been passed properly. If irregularities occur or there is a suspicion of misuse, the records are transferred to a secure location on one of the institutionally approved storage media for personal data. The Examination Office and the Examination Board only have access to this data to verify that the examination rules have been followed."

With regard to participation, the following points were clarified:

- I declare my consent to the above facts.
- I am aware that I can revoke this consent at any time for the future without giving reasons.
- I am aware that participation in this examination procedure will then no longer be possible. The LIA Examinations Regulations regulate how grading is to be handled. ^{* 6}
- I declare that by typing my name below and returning this form to LIA that I am explicitly consenting to use of the online exam and OP facility.
- I am aware of the system and device requirements to sit my exam online. (*Please [click here](#) to view the requirements)

Full Name

LIA Member No.

Date

Day	Month	Year
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

FOOTNOTES

³ EU-DSGVO = EurOnline Proctoring - sche Datenschutz-

Grundverordnung / GDPR = General Data Protection Regulation

⁴ Academic Integrity: honesty, trust, fairness, respect, responsibility

⁵ Data Privacy Impact Assessment = DPIA: DPIA describes the reasons, risks, and mitigation measures for violating privacy laws

⁶ Note: This is required in order to take part in online examinations being run by LIA