Dear Students,

You are registered for a lecture exam at the Institute of Business Administration. This email provides you with some important information about the exam.

Location & Time

The exam will take place in Lecture Hall P1 (Petersgasse 16 / Ground Floor). Please check TUG Online to confirm the start time of your exam. The exam lasts 30 minutes. Please bring your laptop.

If you do not have your own device OR are using a Linux operating system, please register by email (bwloffice@tugraz.at) by at least six days before the exam. In this case, you will take the exam(s) in the following lecture hall(s): IT Learning Center NT, Lecture Hall VIII (BMT01077).

Exam Environment: "Safe Exam Browser (SEB)"

The exam environment "Safe Exam Browser" will be used for the exam. During the exam, it is not possible to leave the current window ("TeachCenter Exam") or open other pages or programs. The entire exam will be completed in the "TeachCenter Exam."

Preparation for the Exam
- You will need access to the TeachCenter for the respective course for the exam. You will receive this automatically "overnight" when you register for the corresponding course. Please check your access reliably two days before the exam. If you do not have access, please send an email to bwloffice@tugraz.at (Note: Please include your student ID number and the course number!).
- Before the exam, ensure that you can connect to the Wi-Fi in lecture hall P1.
- Please install the "Safe Exam Browser" in advance so that you can use the full 30-minute exam time. Installation may take some time. This is your sole responsibility!
- Download link: https://safeexambrowser.org/download_de.html
- To log in to the "Safe Exam Browser," you must enter your TUGRAZonline login credentials twice (!).
- Please note: Saved passwords are not available in the "Safe Exam Browser" – you must know your username and password by heart! You are solely responsible for this!
- Don't forget two-factor authentication!
- Test exam: https://exam.tugraz.at/moodle/course/view.php?id=4856 – you can use this to check if your "Safe Exam Browser" is working.
- Please arrive at the exam location on time for the start of the exam.
- Mute the sound on your device.

Procedure during the Exam

- Have your student ID ready and place it visibly on the table so the proctor can verify your identity.
- At the start of the exam, open a browser (e.g., Firefox or Chrome) and go to the exam page in TeachCenter Exam.
- Once you start the exam, a new window will open.
- Select "Launch Safe Exam Browser." You may be asked to confirm that the application is allowed to open.
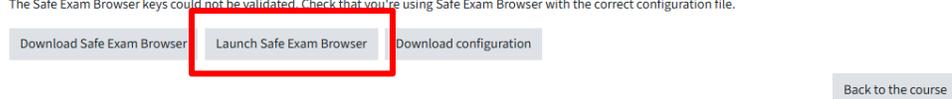
Attempts allowed: 1

This quiz has been configured so that students may only attempt it using the Safe Exam Browser.

Time limit: 30 mins

Grade to pass: 10.00 out of 19.00

This quiz is currently not available.

The Safe Exam Browser keys could not be validated. Check that you're using Safe Exam Browser with the correct configuration file.

Download Safe Exam Browser   Launch Safe Exam Browser   Download configuration

Back to the course

- In the Safe Exam Browser, you must log in again using your TUGRAZonline username, password, and two-factor authentication.
- Answer the exam questions.
- At the end, click "Finish attempt" and then close the Safe Exam Browser (icon in the bottom right corner).

If you have any questions, please contact us by email (bwloffice@tugraz.at).

Good luck with your exam!