

# TOLC@HOME TEST ROOM CONFIGURATION, TESTING AND NETWORK REQUIREMENTS



## BEFORE THE TOLC@HOME: NECESSARY DEVICES AND HOW TO SET UP THE ROOM

In order to take the TOLC@HOME you should:

- Have all the equipment specified in the [TOLC REGULATIONS FOR PARTECIPANTS \(see 4.2.1 Equipment required to take the TOLC@HOME and preliminary instructions\)](#) and specified below:
  - **A stable Internet connection;**
  - A **laptop** (hereinafter PC) connected to the power supply and to the Internet; ←
  - **SEB Browser** installed on your PC.  
Use the SEB version that you can download free of charge on your TOLC [practice area](#). By the day before your TOLC@HOME **you must have carried out at least one TOLC simulation using SEB.**
  - A smartphone or tablet (hereinafter **mobile device**):
    - Connected to the power supply, to the Internet and equipped with a video camera;
    - ZOOM application latest version installed. Zoom allows access to virtual classroom (no personal account required). It will be used by supervisor as an identity and control tool;
  - **Sheets of paper completely blank** to take notes and **a pen**;
  - the possibility of using **a room** that has only one entrance door, that is silent, with no other people inside and properly lit in which to set up a space with the items listed above.



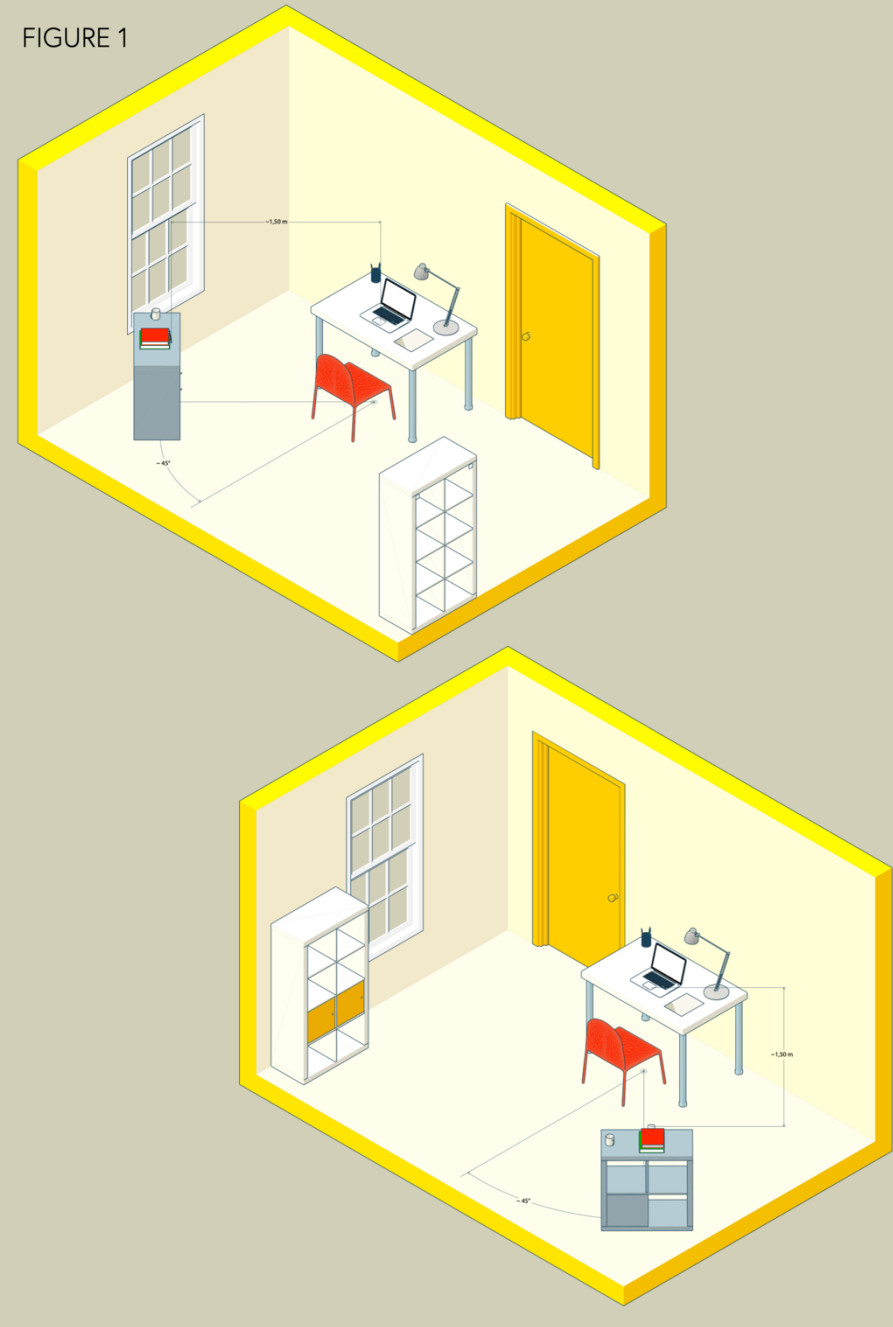
TOLC simulations ([log in](#)) are a useful indicator to check if your internet connection is stable, if you have a suitable PC for the test and to avoid technical problems when running TOLC@HOME.

Should there be any technical problems during the TOLC simulation, please check that:

- You have deactivated the antivirus, disabled automatic system updates, and have only the applications required for the simulation open (recommended for the day of the TOLC@HOME);
- Have Javascript and Cookies enabled in your browser;
- Be the only one to use the connection during the simulation (recommended for the day of TOLC@HOME);
- Have an adsl internet connection or fiber connection;
- Have an internet connection with a minimum bandwidth of 600 kbps (upload) and 1.2 Mbps (download); you can check this through *the speed tests* you can find online;
- Have an Intel 2 GHz dual core processor (for example, Intel i3 or higher) or equivalent AMD) in your PC, and 4 GB of RAM (check in your PC system information);
- Have one of these operating systems installed on your PC: Windows 10 or later, macOS 10.12 or later;
- Have a monitor connected to your PC with a resolution of 1024x768 pixel or higher (check in the screen settings);
- Use one of the following browsers: Google Chrome, Mozilla Firefox, Microsoft Edge (**do not use Internet Explorer**).

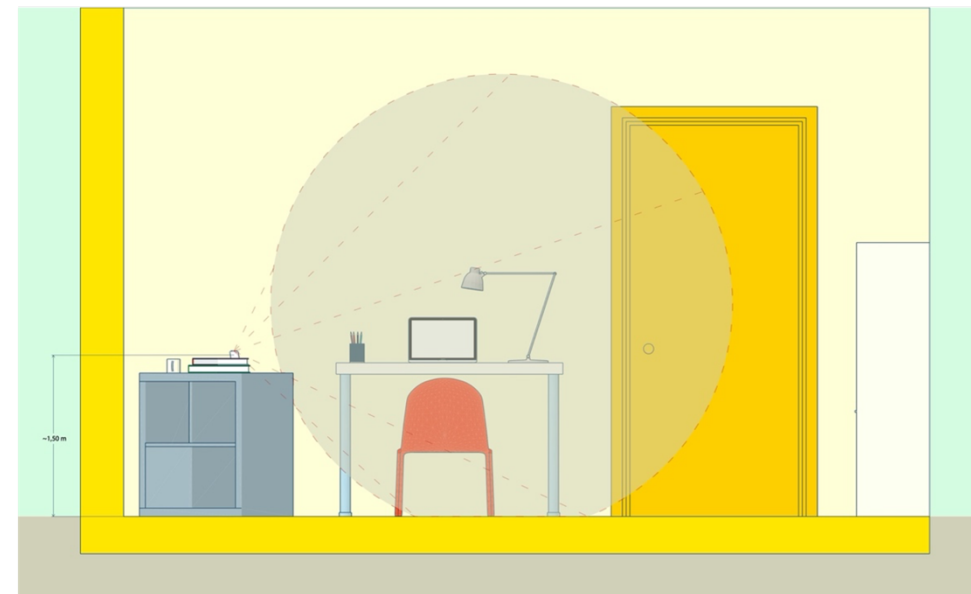
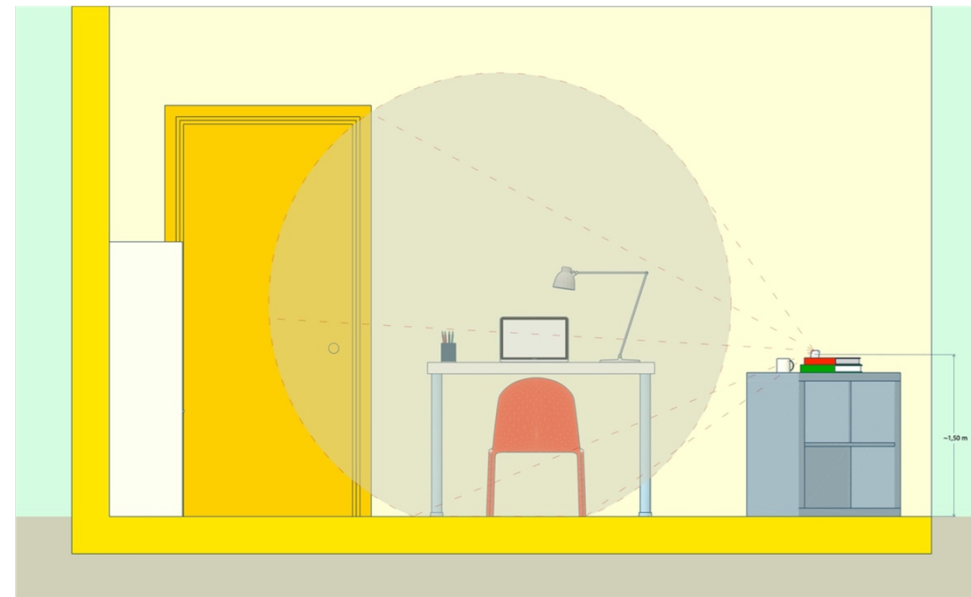
- Set up the room at least **45 minutes before the scheduled test start time**, following the instructions below (FIGURE 1):
  - Choose a quiet and properly lit room (studio, kitchen, bedroom, etc.);
  - Position the PC and mobile device in such a way as to avoid reflections and glare, i.e. with the light source (natural or artificial) spreading preferably from the right or left
  - Place a support (bookcase, shelf, tripod, etc.) behind you, on which, **only when requested by the virtual test room supervisor**, you must place the mobile device with the video camera framing the desk; the support must have (FIGURE 1):
    - Approximately a **45°** angle to the desk
    - A maximum height of 1.50 meters from the ground;
    - Approximately 1.50 meters distance from the desk;
  - During the test, the mobile device must be connected to a power outlet; alternatively, the battery must **have at least three hours of battery life**;

FIGURE 1



- During the test, the door of the room must be closed and must fall within the frame of the mobile device (FIGURE 2);
- Throughout the duration of the test, it is not possible to use any electronic devices or accessories as earphone, headphone, smartwatch, google glass, microphones, speakers;
- Check that the camera on your mobile device does not capture objects present in the physical room that could reveal sensitive information (such as books, sacred texts, photographs and clothing) of the person taking the test and cohabitants, as indicated [in point 7 Processing of personal data of the TOLC regulations for participants.](#)

FIGURE2



## SET UP FOR THE DAY OF THE TOLC@HOME:

On the day of the TOLC@HOME, you must wear clothing in which it is not possible to hide objects (e.g., sweatshirts with pockets, jackets, coats) and the set up should be as follows:

- Position yourself centred in relation to the screen; (FIGURE 3);
- On the desk there should be the PC, sheets of paper completely blank, a pen and the ID document; any other object or tool not listed above must be removed, except for the specific aids approved by the university centre for those students with LD and/or other disabilities (FIGURE 4);
- Have with you the mobile device with which you will connect to ZOOM to access to the virtual test room; the mobile device can be placed on the support behind you only when the virtual test room supervisor requires it (FIGURE 5).

FIGURE 4

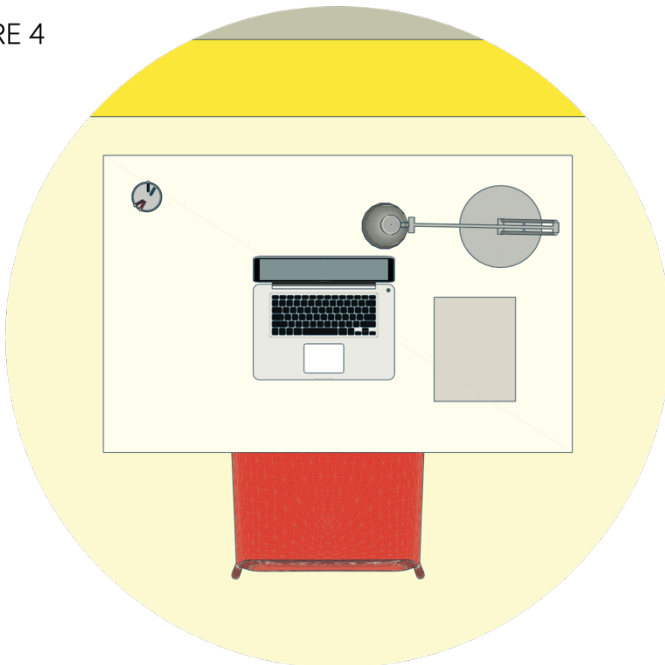


FIGURE 3



FIGURE 5

