

November 2021

Dear Students,

As announced previously, final exams this semester for some faculties will be taking place **online via the Tomax platform**. You should be logging into the platform half an hour before the scheduled exam time.

Please note – make sure you have downloaded Tomax to your personal computer and have spent some time becoming familiar with it so that you are ready to use it for the exam. You should be doing this at least 48 hours before the exam.

- To download Tomax [press here](#)
- For the Installation Guide – [press here](#)
- After installation and activation, log in to the platform to try it out.

General explanation –

- The trial system is open for you at any time and will allow you to try several different functions.
- The exams will be administered with remote supervision via camera and microphone.
- You must have the following equipment:
 - camera
 - microphone
 - stable power and internet connections (preferably cable-based)
- After activating the software enter the exam ID you received prior to the exam
- After entering the exam ID enter your personal ID (Israel ID or passport number) and the verification code received via SMS
- Upon login perform the following steps:
 - examinee declaration and agreement to take the exam online
 - verify your hardware – internet connection, microphone and camera
 - be photographed and identify yourself (Israel ID / driver's license / passport); in the simulation your identity is not actually verified so you may also use a non-photo ID.
 - press 'Begin Exam'
- Please note: the trial exam includes questions of different formats as well as questions on familiarity with the platform. The questions presented in the trial exam do not necessarily match the format your particular exams.

Below is the exam ID for the trial run:

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- ❖ After you enter the exam ID, your computer will lock and you will not be able to access your browser or any other data on the computer.
- ❖ The trial exam is available to students in programs listed for Tomax-based exams. You may enter the system as many times you like for practice throughout the exam period.
- ❖ The real exam ID will be sent to you via email and SMS several days before each exam.
- ❖ Students who cannot take tests at home, have the option to take their exams on campus (registration via [link](#) until January 9, 2022).
Please keep in mind – students approved for campus-based exams will be tested via the Tomax system on Bar-Ilan computers, with proctor supervision. Thus, all students should be taking the necessary steps to become familiar with the Tomax platform and bring with them a cellphone to receive their verification code and a photo ID to identify themselves to the proctor.
- ❖ Students eligible for accommodations should contact Student Support and Accessibility via email at negishut.student@biu.ac.il for details about the relevant accommodations in online exams.
- ❖ For tech support and questions before and during the exams, contact the Services and Recruitment Center at *9392 for guidance. They will forward your request to the relevant department for handling.

We wish you the best of luck in the trial run and then in your exams.