

P. O. Box 50
Las Vegas, NV 89125-0050
Phone: 702-382-2200
Fax: 702-385-2878



9456B Double R Blvd.
Reno, NV 89521
Phone: 775-329-1548
Fax: 775-329-0522

STATE BAR OF NEVADA

EXAMSOFT - COMPUTER INFORMATION SHEET

The State Bar of Nevada is pleased to include the option of taking the essay and MPT portions of the February 2013 Bar Examination ("Bar Exam") on computer. We have contracted with ExamSoft, a company that has developed SofTest, a program that enables an applicant to take the Bar Exam on laptop computers.

The program provides a simple word processor, which has been designed to be familiar to users of WordPerfect or Microsoft Word. It blocks access to any stored files during the exam administration. SofTest will not alter your computer settings, but it will prevent an applicant from removing any information about the Bar Exam from the examination room.

SofTest can be used on virtually any modern computer (i.e. purchased within the last 3 - 4 years). Specific requirements are noted on the attached sheet. If you wish to use your laptop at the Bar Exam, you will need to install SofTest on your computer by February 15, 2013. The installation process takes about five (5) minutes, and your exam files are downloaded automatically when your copy of the software is registered. One of the files is a Mock Exam, which *must be taken* to ensure that your computer is running properly and that SofTest is installed correctly. This will also give you an opportunity to test the word processor and be sure you are comfortable with it. On the day of the exam, you will be able to type your answers in a familiar word processing environment.

SofTest is available at www.examssoft.com/nvbar. You will receive an e-mail with your 6-digit Applicant ID# and password, which you will use to log into the Exam Takers section of the webpage. If you require any technical assistance, please visit support.examssoft.com. **DO NOT WAIT UNTIL THE LAST MINUTE TO DO THIS**, as you may encounter problems with your computer which cannot be rectified before the commencement of the exam. Although ExamSoft engineers will be available both Tuesday and Thursday of the Bar Exam, they are there to troubleshoot minor problems and they do not have the time to, nor will they, fix or rectify major technical difficulties. *The start of the exam will not be delayed if you experience computer problems. If you do not install SofTest on your computer prior to February 15, 2013, you will be required to handwrite the Bar Exam in the computer room.*

NOTE: Your computer registration form and \$120.00 registration fee must be submitted with your Bar Exam application. You will not be permitted to take the Bar Exam on computer if you fail to submit the required documentation with your Bar Exam application. There are no exceptions.

The option of taking the Bar Exam via computer is offered to you as a convenience and privilege, not as a right. This means: (1) your battery should be well-charged as an emergency power source; and (2) you must bring pens with you to the Bar Exam so that you can continue your examination if there is a power failure or other technical difficulty that cannot be corrected. **It is your responsibility to make sure your equipment is in good working order and that you are computer literate.** In any event, the State Bar of Nevada bears no responsibility for the failure of any hardware or software program or consequential damages resulting from the use of a computer to take the Bar Exam.

Be aware that if you choose to use a computer to take the Bar Exam, you will **NOT** be able to see a printed copy of your exam answers. All essay and MPT answers must be reviewed on screen before the conclusion of each exam session. Answers will be printed by the Admissions Department staff and provided to the Board of Bar Examiners for grading.

It is not possible to take secure exams through a virtual operating system such as MicroSoft's Virtual Machine, Parallels or VMware, VMware Fusion or any other virtual operating system environment. Although SofTest can be installed and registered on virtual platforms, it will only be enabled for non-secure Practice Exams.

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EXAMSOFT - SYSTEM REQUIREMENTS SHEET

PC Requirements

- CPU = 2 GHz Intel® Core™/Celeron™ or equivalent x86 processor
- Ram = highest recommended for the operating system or 2 GB
- Drives = highest recommended for the operating 1 GB of Free Space
- Operating System = English 32-bit versions of Windows XP or Vista and 64-bit Versions of Windows Vista and Windows 7. SofTest may not be used in virtual operating systems.
- Software = Internet Explorer 7.0 or greater
- Internet Access for SofTest Installation, Exam Download and Upload
- Minimum Screen Resolution: 1024 x 768
- Administrator level account permissions
- Windows 8 is not supported

Mac Requirements

A native Mac version of SofTest is now available. When you attempt to download SofTest, the native Mac version will appear, if it is available to you. In order to use SofTest on your Apple Macbook or Macbook Pro natively, you must have:

- CPU = Intel Processor
- Ram = 2 GB
- Drives = 1 GB or higher of free disk space
- Operating System = MAC OS X 10.6 (Snow Leopard) or Mac OS X 10.7 (Lion). SofTest may not be used in virtual operating systems.
- Software = Internet Browser. Internet connection for downloading/uploading exams
- Administrator account
- Mac OS X 10.8 (Mountain Lion) is not supported

***Please keep the ExamSoft - Computer Information and ExamSoft - System Requirements Sheets for your records.**

STATE BAR OF NEVADA

PERSONAL COMPUTER REGISTRATION

Applicants who wish to take the Essay/MPT portion of the February 2013 Bar Exam using a personal laptop or notebook may register to do so by completing the form contained on the following page and submitting it with a fee of \$120.00 with your Bar Exam application. This fee covers the additional costs associated with providing exam software and electrical services for computers. If you register to take the Bar Exam by computer and subsequently decide not to use the computer, or withdraw from the Bar Exam, *the fee is nonrefundable for any reason and the fee may not be held in abeyance for subsequent bar exams.* **Any registration form not submitted with a Bar Exam application will not be accepted under any circumstances, and the applicant will be required to handwrite the exam.**

Applicants must supply their own personal notebook (laptop) computer having the system requirements noted on the ExamSoft – System Requirements Sheet.

Computer room seating is reserved on a first-come, first-served basis. Desk-top computers are not allowed, and only laptop models are permitted. An external mouse and/or keyboard may be allowed *only* upon approval and inspection by the Director of Admissions. Printers are not allowed; all essay/MPT answers are printed by the Admissions Department staff and provided to the Board of Bar Examiners for grading.

NOTE: Personal checks returned for “non-sufficient funds” will result in the forfeiture of your reservation to take the exam on computer.

SEE NEXT PAGE FOR
REGISTRATION FORM/AFFIDAVIT
FEBRUARY 2013 ESSAY/MPT EXAM
BY COMPUTER

**REGISTRATION FORM/AFFIDAVIT
FEBRUARY 2013 ESSAY/MPT EXAM BY COMPUTER**

Name: _____
Address: _____

E-Mail: _____

I, _____, being duly sworn, state that, by signing below, I hereby
[Print full name]
acknowledge, understand, and agree to abide by the following:

1. I have chosen to take the Essay and MPT portions of the February 2013 Bar Exam on computer;
2. I must submit this registration form with my February 2013 Nevada Bar Exam application along with a check in the amount of \$120.00 to cover the additional costs associated with the computer registration;
3. I acknowledge there is risk involved with using a computer, including, but not limited to, equipment failure, software problems and electrical problems;
4. I assume all aforesaid risks associated with the use of my computer;
5. I will be required to handwrite the February 2013 Bar Exam in the event of any computer and/or electric problems;
6. I will comply with all the rules and regulations set forth by both the State Bar of Nevada and ExamSoft, including timely uploading my answers;
7. I will hold the State Bar of Nevada harmless in the event of any computer and/or electrical problems;
8. If I do not perform the pre-installation program by February 15, 2013, I will be required to handwrite the February 2013 Bar Exam;
9. If the ExamSoft technicians find my computer skills to be inadequate, I will be required to handwrite the February 2013 Bar Exam ;
10. Computer fees will not be refunded or held in abeyance for any reason; and
11. I am required to bring my laptop to the mandatory registration on Monday, February 25, 2013; and
12. If I register to take the February 2013 Bar Exam on computer, but must handwrite the Bar Exam for any reason whatsoever, I hereby acknowledge and agree that I will do so in the computer room.

I have read and understood the foregoing, and I sign this document willingly, voluntarily and with full knowledge.

STATE OF _____)

:ss

COUNTY OF _____)

[Sign full name]

SUBSCRIBED and SWORN before me
this _____ day of _____, 20__.

(Signature of Notary)

NOTARY PUBLIC in and for the
County of _____, State of _____

PLEASE NOTE:

**You must complete and return this form with your February 2013 Bar Exam Application.
Failure to do so will result in the applicant handwriting the February 2013 Bar Exam.**