

G-TELP IBT at Home User Guide

Guidelines for Resolving Issues

Pre-Registration Guidelines

Important Notice for G-TELP IBT at Home Test-Takers

❖ As this test is conducted online, please ensure that you are taking the test in a location with a stable network connection.

1. **Prepare Your Passport:** Have your **passport ready** for registration.
2. **Use Your Cell Phone & Webcam:** Needed for **passport registration and facial recognition**.
3. **Complete Pre-Registration Early:** Must be done **at least 10 minutes before the test starts**.
4. **Register with Your Own ID:** You must **use your own passport and facial details**. **Registering with someone else's information is strictly forbidden**.
5. **Maintain Your Appearance:** **Do not alter your appearance** (e.g., adding/removing glasses) between pre-registration and the test. This is considered **misconduct**.
6. **Choose Your Photo Wisely:** The **photo you select for the score report** will appear on your final score report.

Test Violations & Consequences

- ❖ G-TELP IBT at Home records the examination process of the test takers. Please note that the following actions may be considered as misconduct.
- ❖ Failure to follow test rules may result in test dismissal, score cancellation, loss of test fees, and potential legal action.

Violations include but are not limited to:

- **Impersonation & Identity Fraud:** Having someone else take the test for you, taking the test for someone else, or refusing ID verification.
- **Unauthorized Access to Test Content:** Receiving, sharing, copying, or removing test questions before, during, or after the test in any form.
- **Prohibited Devices & Materials:** Using or possessing phones (except for test monitoring), tablets, smartwatches, earbuds, calculators, notes, books, dictionaries, scan pens, recording devices, or any unauthorized materials. Writing test-related content on clothing, ID, or body parts is also prohibited.
- **Unauthorized Communication:** Talking, texting, or communicating with others. The test must be taken **alone in a private space**.
- **Prohibited Computer Actions:** Opening programs, accessing system commands, using special keys, capturing or recording test content, navigating away from the browser, disrupting screen sharing, running unauthorized software, or tampering with test equipment.
- **Use of Multiple Monitors:** Dual/multiple screens are strictly prohibited.
- **Tampering with Test Monitoring:** Covering the camera, rotating the screen, or disrupting the proctor's view.
- **Non-Compliance with Proctor Instructions:** Ignoring or refusing **any proctor requests** will result in a violation.

All reports of cheating or fraud will be thoroughly investigated, and offenders may be prosecuted to the full extent of the law.

Environment Requirements Checklist

Before the Test – Preparation

Devices & Power:

- Ensure your laptop & side camera (phone) are plugged in or fully charged.
- Computer and keyboard must be on a desk or tabletop surface and remain connected to power.

Testing Environment:

- You must be alone in a room with doors closed and nobody entering.
- Testing in a public space is NOT allowed.
- Cover all transparent walls, doors, or large open windows.
- Clear the walls of any material related to the test.
- Seated on a standard chair—NOT a couch, bed, or overstuffed chair. **Position your table and chair so the door to the room is visible to the proctor.**

Desk & Allowed Items:

- Tabletop and surrounding area must be completely clear. **Only authorized test items** (computer, keyboard, mouse, and phone for side camera).
- Food and drink are NOT allowed during the test.
- Headsets are only allowed for the G-TELP Speaking Test and the Listening section of the G-TELP Level Test.

Dress Code & Appearance:

- Dressed appropriately**, monitored via camera by the proctor. Avoid wearing overly graphic shirts or clothing with test-related content, such as formulas, notes, or any writing that could be considered an unfair advantage.
- A photo will be taken for score reports** shared with recipient institutions.
- Remove all accessories, jewelry, hairbands, and hats.**
- Religious head covers are allowed, but ears must always be visible.

Note-Taking:

- You may NOT take notes on regular paper for security purposes; a digital note-taking section is available within the test.

Internet Connection Requirement:

- Use a wired connection. Wi-Fi is NOT recommended due to the high risk of delays or disconnections.
- Refunds or retests will NOT be provided for internet issues. The test taker is fully responsible for a stable connection.

❖ If you don't meet the requirements on test day, you cannot take the test, and no refund or rescheduled date will be provided.

G-TELP Proctoring & Test Process

❖ If you don't meet the requirements on test day, you cannot take the test, and no refund or rescheduled date will be provided.

Check-In & Test Process

- Log in **10 minutes early** to complete the check-in process.
- Click '**NEXT**' exactly at the scheduled start time to begin your test.
- You must use **Google Chrome** to take the exam.
- If you experience issues logging in, **clear your cache, history, and cookies** for all time before retrying.

Proctor Monitoring

- The **proctor will monitor you throughout the test** via **webcam, side camera (phone), and screen sharing**.
- You must **remain visible** on camera at all times.
- If you need assistance, **click the floating bar and select the chat icon**. Proctor responses may take 30–60 seconds.

Test Rules – Violations May Result in Score Cancellation

- ✗ **No communication with others** (only the proctor).
- ✗ **No unauthorized materials** (phones, smartwatches, notes, textbooks, pens, or pencils).
- ✗ **No suspicious behavior: No talking, looking away, moving out of view, or taking unapproved breaks.**
- ✗ **Disable screen-sharing software** (Zoom, Skype, TeamViewer, Grammarly, Screen recording, etc.).
- ✗ **No headsets allowed, except for the G-TELP Level Test Listening section and the G-TELP Speaking Test.**
- ✗ **Repeated use of shared devices/locations may delay or cancel scores.**

End of Test & Submission

- You can review and change answers **within a section**, but once you move to the **next section**, you cannot go back. At the end of the test, you can check if all responses are marked, but no changes can be made. **This is a standard security measure in the IBT At-home test format.**
- For example, after completing the Listening section and moving to Reading, you **cannot return to the Listening section**, but you can review and change answers within the Reading section before proceeding.
- After completing the test, upload your responses. Your G-TELP Level Test will be **scored instantly**, giving you an initial performance assessment. Finally, close the exam tab.

How to Access the Test Site (Google Chrome Only)

URL : <https://athome.g-telp.com/login/applicant>

ID and Username



Enter your personal information

ID

Username

LOGIN

❖ Please ensure there are no extra spaces. The ID and username must be entered exactly to access the system.

Test Procedure



Devices Specification

❖ If you don't meet the requirements on test day, you cannot take the test, and no refund or reschedule will be provided.

PC or Laptop		
Operating system	Windows 10 or higher	Mac OS 10 or higher
CPU	Quad Core	Quad Core
Ram	8GB	8GB
Browser	Google Chrome Only	
Headset and microphone	Connecting to a PC or laptop, Microphone (only GST)	
Mobile phone (For side monitoring)	Android 5.0 or higher / iOS 10.0 or higher Google Chrome: 10.0 or higher / Samsung browser : 12.0 or higher Mozilla Firefox 10.0 or higher / Safari 12.0 or higher	
Network	5Mbps or higher	

*Please do not use a tablet to take the test.

***Use a wired connection. Wi-Fi is NOT recommended** due to the high risk of delays or disconnections.

***Google Chrome Only**

Test Overview

Screen sharing to check your monitor



Webcam for facial verification



Side mobile camera to view your surroundings



Passport registration



Pre-registration

Real test

Configuration for Mobile Devices for Side Monitoring

The mobile device used for side monitoring must be configured as follows:



Ensure you have a stable network connection

*Estimated data usage: approximately 2GB for a 2-hour exam



Enable **'Do Not Disturb'** mode on your device

*Android: Go to Settings > Notifications > Do Not Disturb Mode > Hide Notifications > Turn "Hide Notifications" ON.

*iOS: Go to Settings > Focus > Do Not Disturb > Enable Do Not Disturb



Mount your device horizontally

*Ensure screen orientation lock is turned off



Connect to a charger

*It is recommended to have at least 50% battery before starting the test

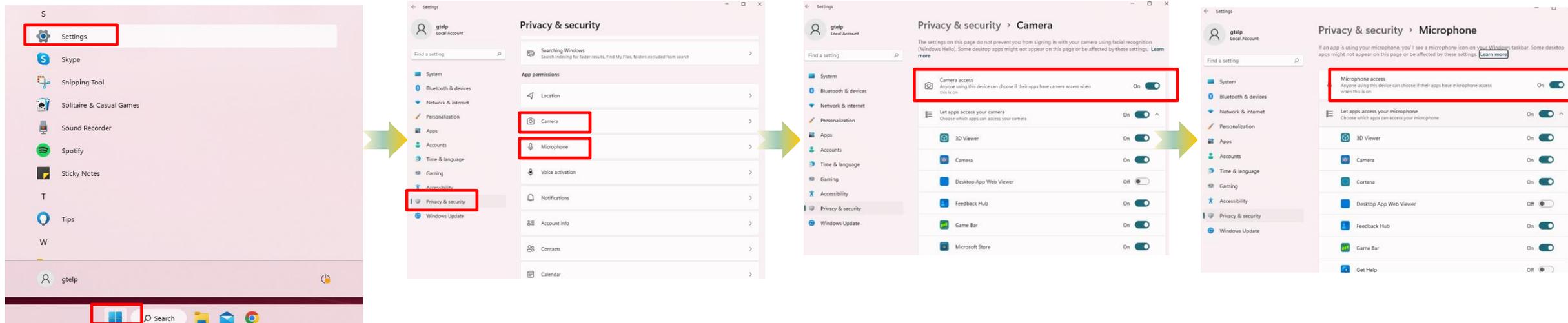


Ensure a clear view of the test environment

*The monitor, keyboard, mouse, desk, and the test taker's face (including hands, shoulders, etc.) must be clearly visible

Checklist for Camera and Microphone Issues on Windows (PC/Laptop)

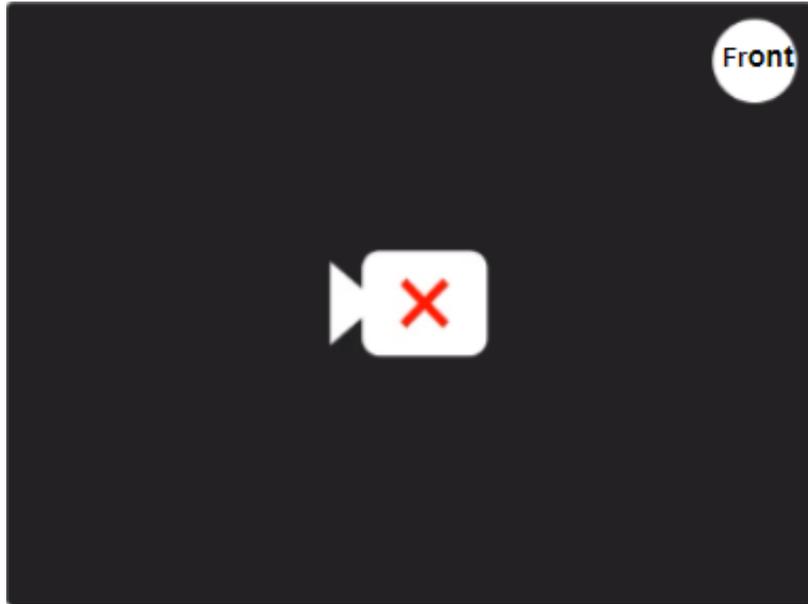
If you encounter problems with your camera and/or microphone during the test, please review the following Windows settings:



- Go to  [Start] >  [Settings] >  [Privacy & Security] >  [Camera] > Set [allow apps to access camera] to [on]
- Go to  [Start] >  [Settings] >  [Privacy & Security] >  [Microphone] > Set [allow apps to access microphone] to [on]

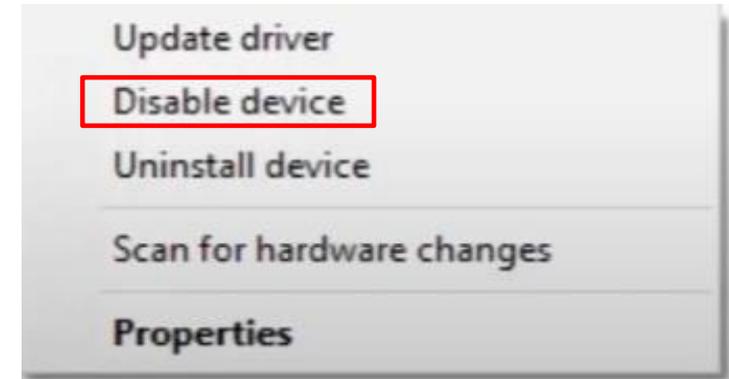
Checklist for Front-Facing Camera Issues on Windows

If your camera screen displays an error symbol (as shown below), check the following Windows settings to resolve the issue:



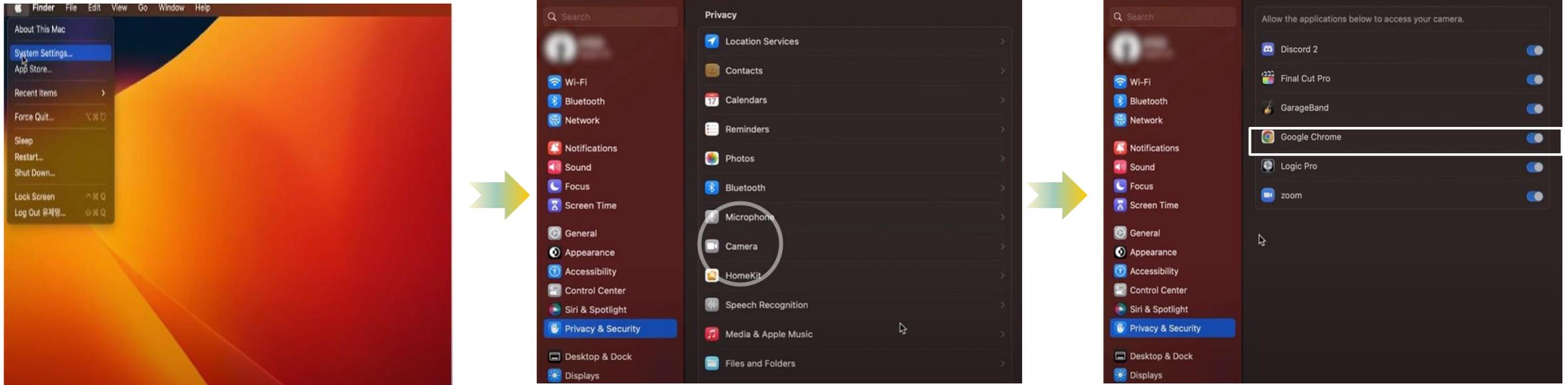
**If you have a virtual camera, please ensure it is turned off by following these steps:*

 Control panel >  Hardware and Sound >  Device Manager >  Camera > 0000 virtual camera > Right-click > Disable device



Checklist for Camera and Microphone Issues on Mac

If you experience issues with your camera or microphone during the test, review the following Mac settings:

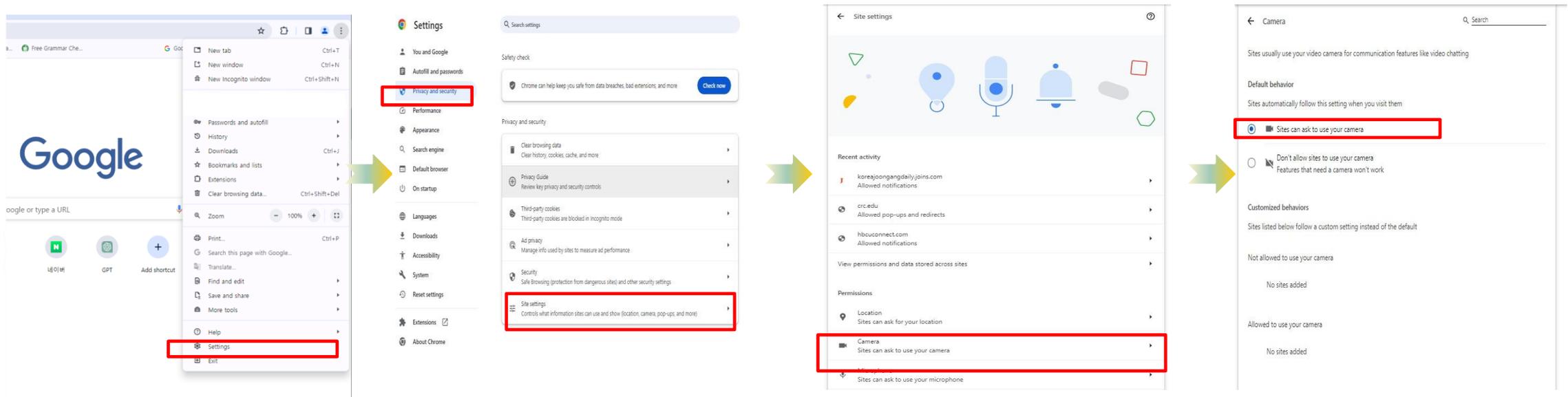


- System Preference > Security & Privacy > Privacy > Camera > Select allow [Google Chrome]
- System Preference > Security & Privacy > Privacy > Microphone > Select allow [Google Chrome]
- System Preference > Security & Privacy > Privacy > Screen Recording > Select allow [Google Chrome]

Chrome Web Browser Environment Check Methods (1/4)

Resolving Camera Issues (Initial approach)

If you experience issues with your camera during the test, check the following Chrome browser settings. (If the issue persists, refer to the approach outlined in 3/4).

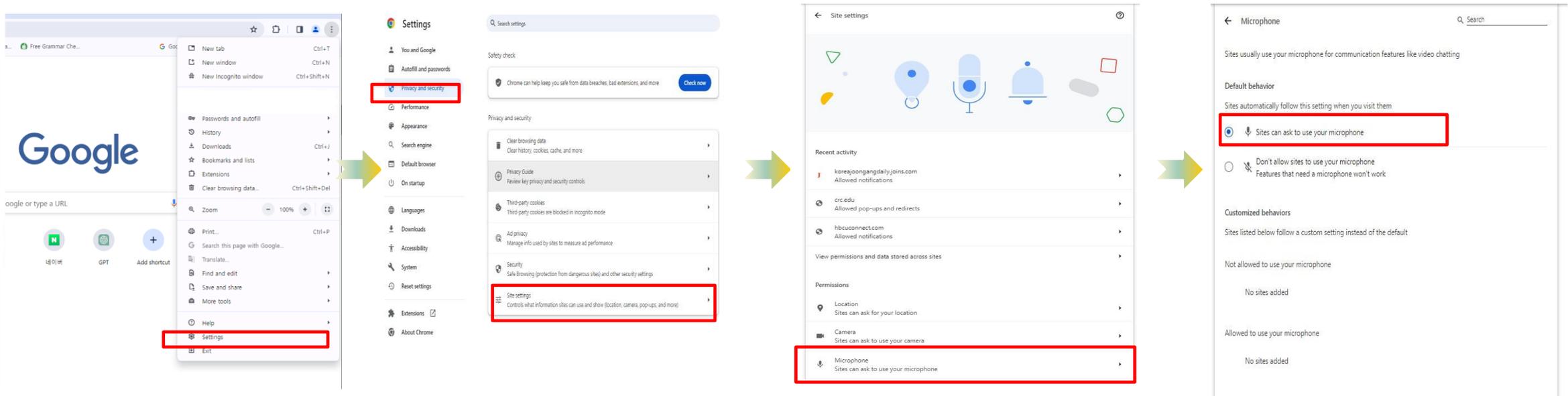


Open Chrome  > More (Three vertical dots) in the upper right corner  > Settings > Privacy and Security > Site Settings > Camera  > Select [Sites can ask to use your camera]

Chrome Web Browser Environment Check Methods (2/4)

Resolving Microphone Issue (Initial Approach)

If you experience issues with your microphone during the test, check the following Chrome browser settings. (If the issue persists, refer to the approach outlined in 4/4).

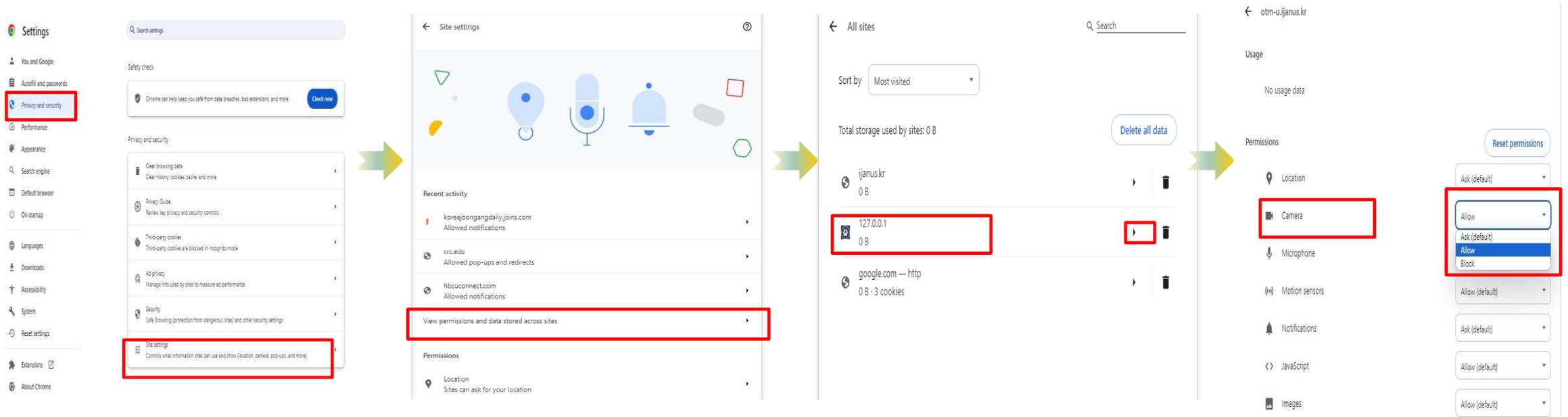


Open Chrome  > More (three vertical dots) in the upper right corner  > Settings > Privacy and Security > Site Settings > Microphone  > Select [Sites can ask to use your microphone]

Chrome Web Browser Environment Check (3/4)

Resolving Camera Issues (Alternative Approach)

Alternative steps if the initial camera settings do not resolve the issue.



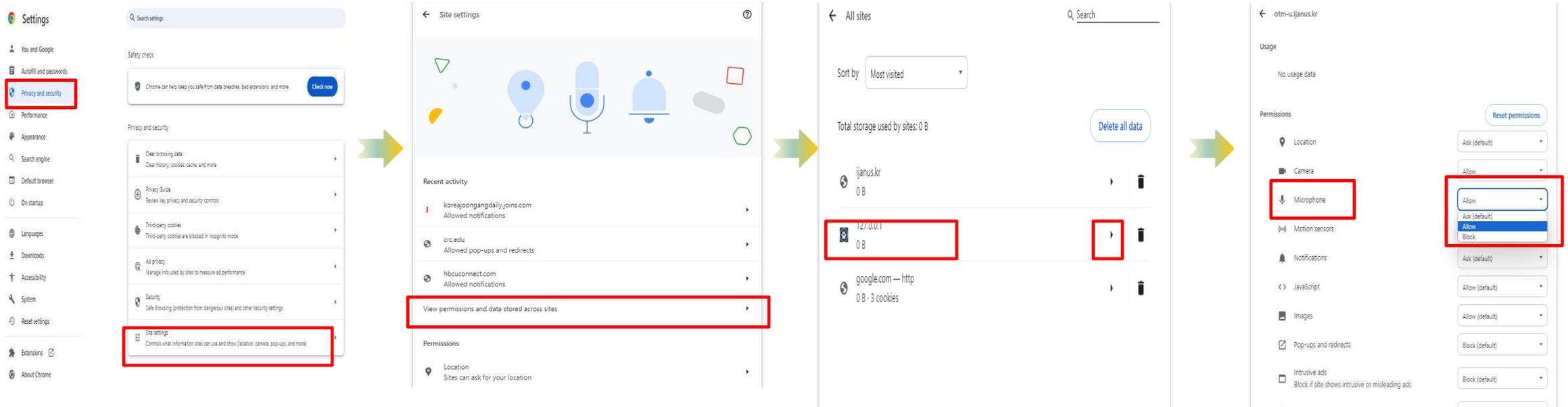
Open Chrome  > More (three vertical dots) in the right upper corner  > Settings > Privacy and Security > Site Settings > View permissions and data stored across sites >

otm-u.ijanus.kr, otm.select-test.co.kr, <https://ibt.g-telp.com/login/applicant>  > Camera  > Select [Allow]

Chrome Web Browser Environment Check (4/4)

Resolving Microphone Issues (Alternative Approach)

Alternative steps if the initial microphone settings do not resolve the issue.

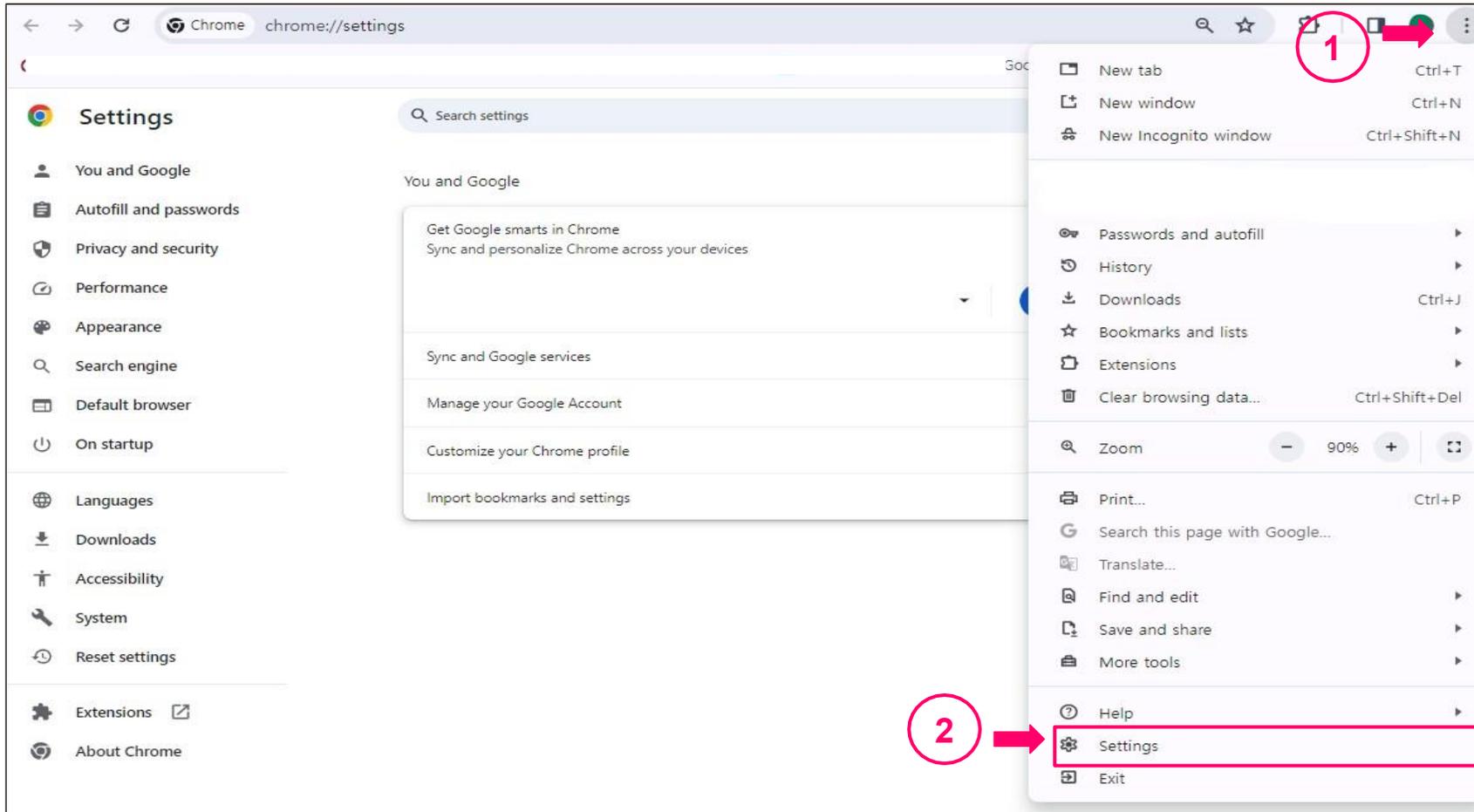


Open Chrome > More (three vertical dots) in the right upper corner > Settings > Privacy and Security > Site Settings > View permissions and data stored across sites >

otm-u.ijanus.kr, otm.select-test.co.kr, <https://ibt.g-telp.com/login/applicant> > Microphone > Select [Allow]

Please Clear the Chrome Browser Cache Before the Test (1/3)

To ensure a smooth testing process, please clear your Chrome browser cache before the test by following these steps.



Please Clear the Chrome Browser Cache Before the Test (2/3)

Ensure the cache is cleared by following these detailed instructions.

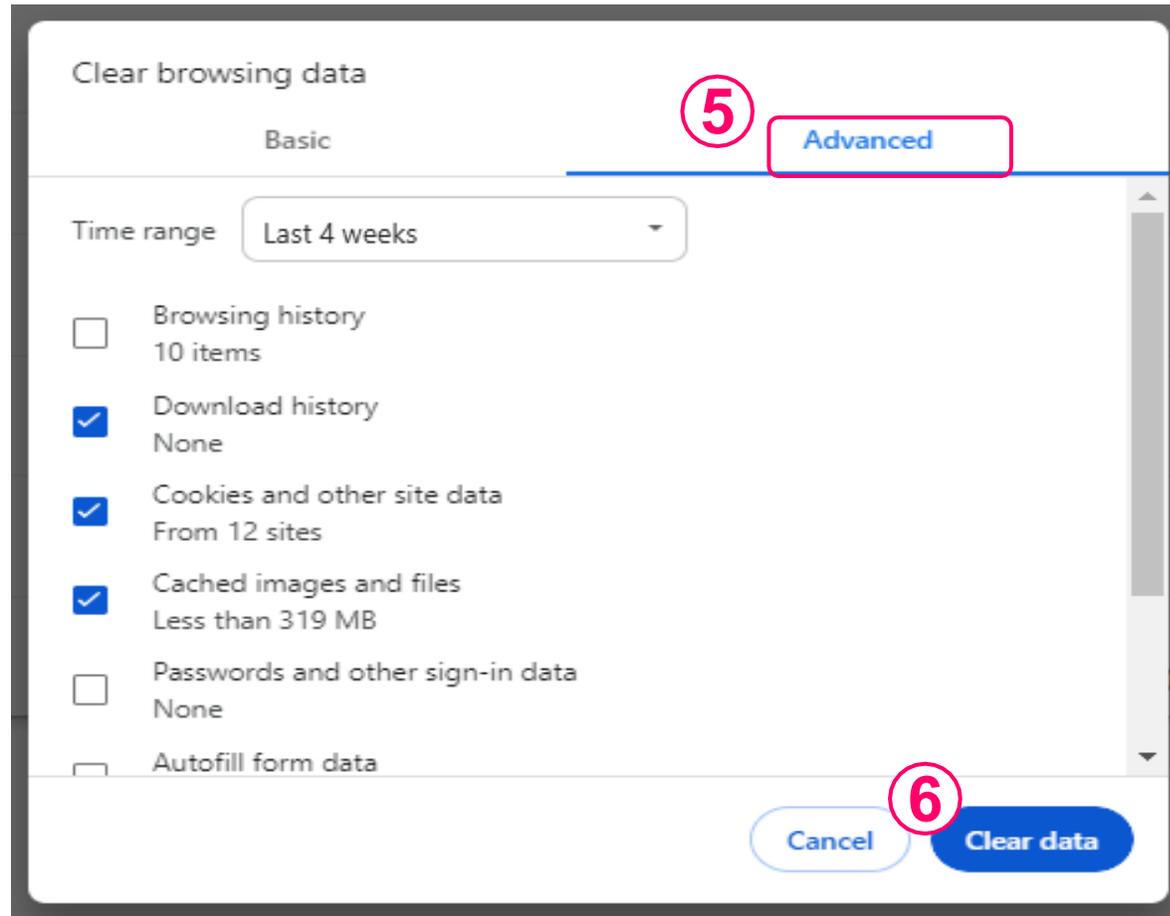
The image shows the Chrome Settings application. On the left, the 'Privacy and security' option is highlighted with a red arrow and a circled '3'. In the main content area, the 'Clear browsing data' option is highlighted with a red box and a red arrow, with a circled '4' next to it. The 'Clear browsing data' option includes the subtext 'Clear history, cookies, cache, and more'.

3 Privacy and security

4 Clear browsing data
Clear history, cookies, cache, and more

Please Clear the Chrome Browser Cache Before the Test (3/3)

Complete the process of clearing your Chrome browser cache to ensure a smooth testing experience.



Select '**Download History**'

Select '**Cookies and Other Site Data**'

Select '**Cached Images and Files**'

Click '**Clear Browsing Data**'

When the Side-Monitoring Mobile Device Is Not Connected:



5:06 LTE 69

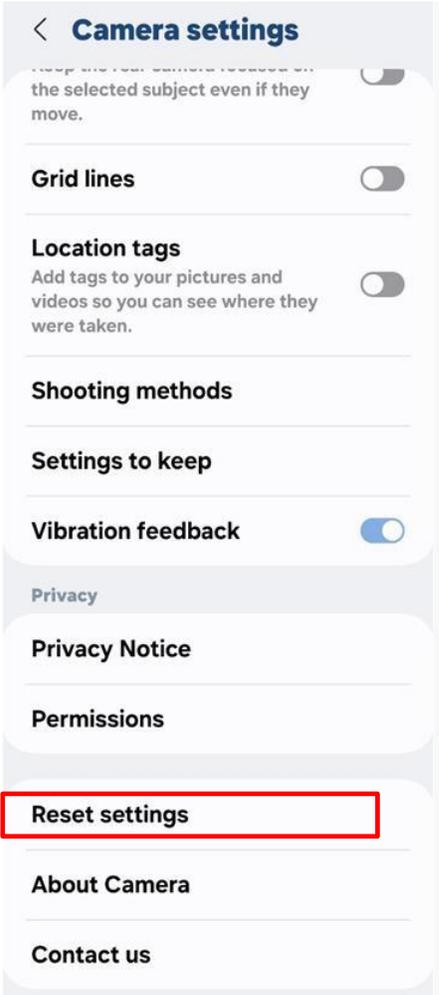
▶

• **Mobile Device Stand Method**

- 1 Please Set The Mobile Device Screen To Horizontal Mode.
 - **Android:** Settings > Home Screen > Auto-rotate Screen: **On**
 - **iOS:** Control Center> Portrait Orientation Lock: **Off**
- 2 Stand The Mobile Device Horizontally As Shown In The Example Image, And Secure The Device So That You Can See Your Face, Hands, Keyboard, And Monitor.
- 3 Check The Battery Level Of Your Mobile Device And Charge It So That The Video Does Not Cut Off During The Test.



otm-u.ijanus.kr



Camera settings

the selected subject even if they move.

Grid lines

Location tags
Add tags to your pictures and videos so you can see where they were taken.

Shooting methods

Settings to keep

Vibration feedback

Privacy

Privacy Notice

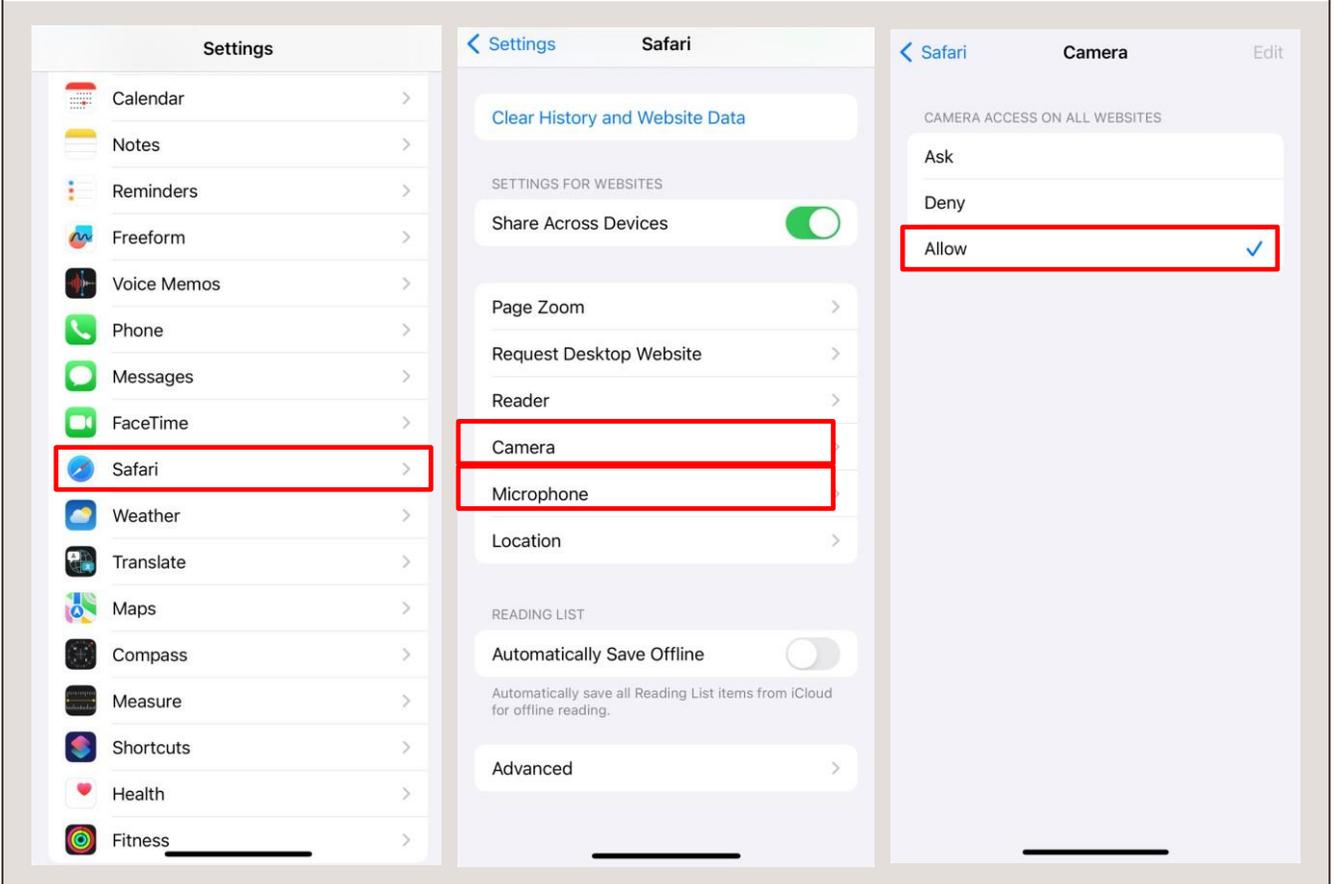
Permissions

Reset settings

About Camera

Contact us

For Android users, Go to Settings > Reset



Settings

Calendar
Notes
Reminders
Freeform
Voice Memos
Phone
Messages
FaceTime
Safari
Weather
Translate
Maps
Compass
Measure
Shortcuts
Health
Fitness

Settings **Safari**

Clear History and Website Data

SETTINGS FOR WEBSITES

Share Across Devices

Page Zoom
Request Desktop Website
Reader
Camera
Microphone
Location

READING LIST

Automatically Save Offline

Advanced

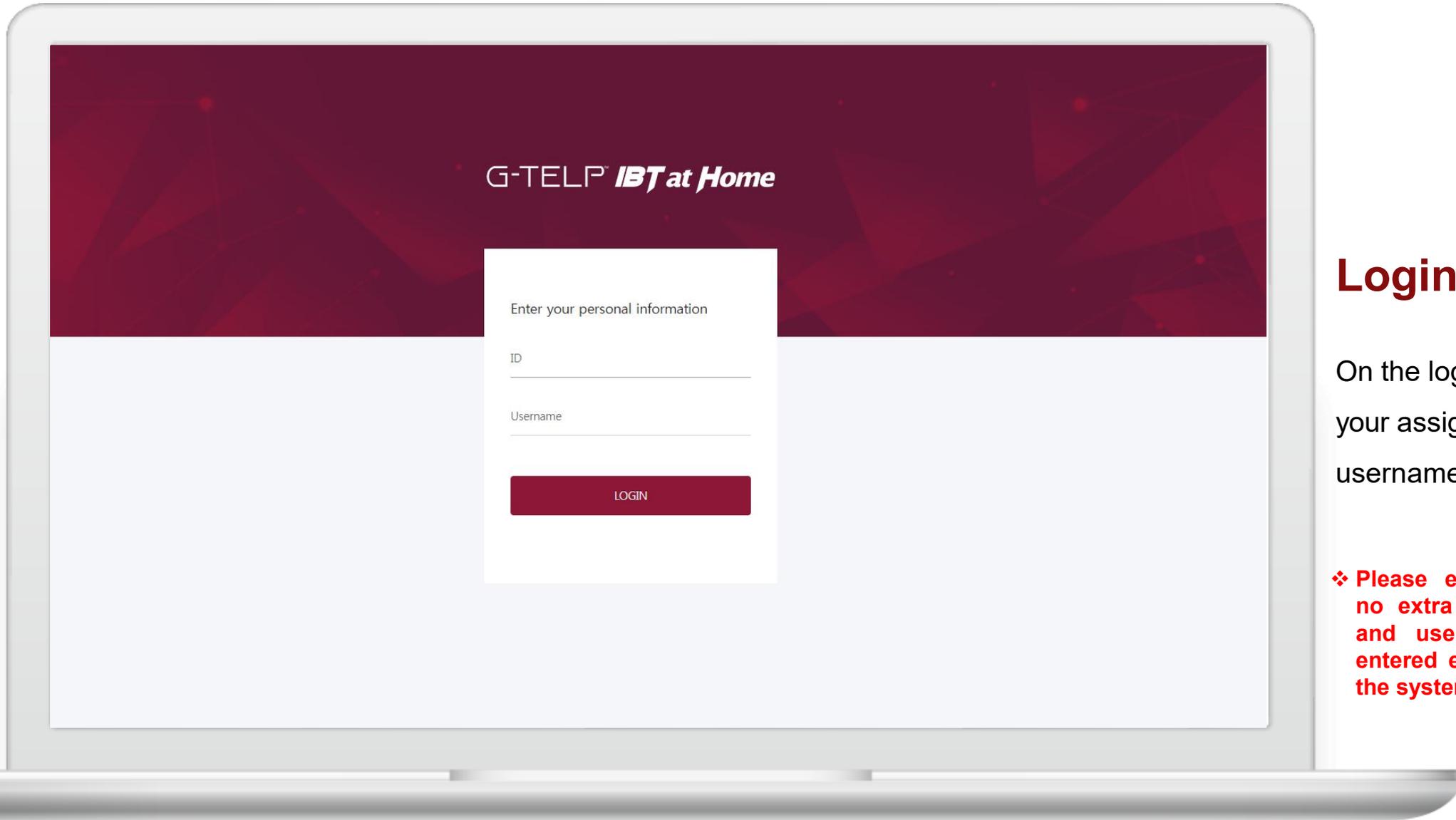
Safari **Camera** Edit

CAMERA ACCESS ON ALL WEBSITES

Ask
Deny
Allow

For iPhone users, Ensure that the Safari app has permission to access the camera and microphone. Settings > Safari > Camera and Microphone > Select **[Allow]** for both camera and microphone access

Pre-Registration & Equipment Check



Login

On the login screen, enter your assigned ID and username to log in.

❖ Please ensure there are no extra spaces. The ID and username must be entered exactly to access the system.

G-TELP *IBT at Home*

SELECT THE TEST

IBT_TEST



CANCEL

NEXT

Login - Select the Test

Select the test you wish to take and click '**NEXT**' to continue.



! In order to simplify the personal identification procedure on the day of the test, ID checks and face registration are being implemented. To ensure proper testing, we recommend registering in the same environment as the day of the exam, and following the directions for the registration process.

STEP 1 Pre-registration Instruction

STEP 2

STEP 3

STEP 4

✔ **Preparation Instructions** Please check the preparation instructions below.



Identification

Passport only



Frontal Monitoring Device (PC, Laptop)

A computer device connected to a network and a camera capable of shooting the frontal face of the test taker



Side Monitoring Device (Mobile phone)

Launch the phone's camera and connect it to the network to shoot a side view of the test taker's face

✔ **Test Environment**

• **Chrome browser**

Online test related procedures such as identity verification, test taking, monitoring, etc. are optimized for the Chrome browser. Please use the Chrome browser.

Download

Guidelines for Pre-Registration and Notice Confirmation

1. To ensure a stable test process, please review and agree to the guidelines and notice.
2. Carefully read the **Pre-Registration Instructions**, check the provided box, and proceed.
3. Click '**NEXT**' to continue.



STEP 1

STEP 2 Accept the terms and conditions

STEP 3

STEP 4

Agree to all

Personal information collection and use agreement (Required)

Metstkuur inc. collects and uses the following personal information for admission to the test site and fair monitoring of the test.

Please check the contents below and check whether you agree or not.

Test takers have the right to refuse the collection and use of personal information, but may have restricted access to the test.

Purpose of collection	Items to be collected	Deadline of retention and use
Identity verification to enter the test site	<ul style="list-style-type: none"> Name, test taker number Information on the computer and mobile device used to take the face A photograph of the test taker shot with a webcam or mobile phone camera Copy of passport 	90 days after the test
Test taker monitoring for fair test progress	<ul style="list-style-type: none"> Name, test taker number, date of birth, email address Computer and mobile devices used to take the test Videos and photos of test takers shot with a webcam or mobile phone camera 	90 days after the test * Discard within 30 days upon request from the test hosting corporation.

* The personal information you provide is non-personally identifiable during the deadline of retention and use, and can be used to improve service quality.

Agreement to Terms of Service

1. Review the ‘**Agreement to the Collection and Use of Personal Information**’, then check the box.

2. Review the ‘**Agreement to the Provision of Personal Information to Third Parties**’, then check the box.

3. After checking both boxes, click ‘**NEXT**’ to continue.



STEP 1

STEP 2

STEP 3 Registering Identity Information

STEP 4

! In order to verify the test taker's identity, please register your passport and face following the guide.

Passport



Register Passport

Passports must be valid and not past the expiration date.

* Personal information other than photos is not saved/stored.

Your Face



Register Your Face

Face recognition system

* To ensure fairness in the online test, the face recognition system performs identity verification, out of position, and multiple face detection.

The monitor will verify the test taker's identity by the last registered passport and the test taker's registered face photo.

Confirm

← Previous

Next →

ID Registration

Register your passport and face by following the guide during the verification process.

1. Begin by clicking **'Register Passport'** in the **'Passport'** section.

ID Registration

1. Scan the QR code under 'ID Card Shooting' using your mobile phone's camera app, then open the link in your web browser (For Android: Chrome browser; for iPhone: Safari browser).
2. Select 'Upload ID Card File' to capture and upload your passport (we only accept passports as valid form of ID).
3. After uploading, click 'Registration Complete' for the ID card in the browser, then proceed by selecting 'Register Face.'

The image illustrates the ID registration process through four sequential steps:

- Step 1:** A desktop browser view of the 'Register ID Card' page. A QR code is highlighted with a red box, and a green circle with the number '1' is next to it.
- Step 2:** A smartphone screen showing the 'Register ID Card' app. The QR code is scanned, and the link 'otm-u.janus.kr' is highlighted with a red box. A green circle with the number '1' is next to it.
- Step 3:** A smartphone screen showing the 'Register ID Card' app. A passport image is being captured, and the 'Take A Photo Of ID Card And Upload' button is highlighted with a red box. A green circle with the number '2' is next to it.
- Step 4:** A desktop browser view of the 'Registering Identity Information' page. The 'Registration Complete' buttons for 'ID Card' and 'Your Face' are highlighted with red boxes. A green circle with the number '3' is next to it.



✔ Photoshoot Guide

- Keep Your Face And Shoulders Facing The Frontal.
- Keep Your Mouth Shut And Do Not Smile Or Frown.
- Make Sure That Your Face Is Not Covered, And Your Entire Face (From Head To Chin) Is In The Guide Lines.
- Please Check The Unacceptable Photos Examples Below Before Shooting.

✔ Unacceptable Shooting Examples



✔ Shooting Precautions

- Only Real Face Photos Can Be Shot, And You Cannot Register As An ID Photo Or Mobile Phone Video.
- Side Poses Are Unavailable, And The Face Must Not Be Covered With Hair, Jewelry, Or Glasses.
- Do Not Wear Colored Contact Lenses, Or Glasses With Color Lenses.
- Do Not Wear A Mask, Hat, Or Cover Your Face With Hair.
- To Ensure Accurate Identification On The Day Of The Test, The Face Must Be Registered In The Same Environment As The Test Day.
- If You Register Your Face In Violation Of The Precautions, You May Not Be Able To Enter The Online Test Site On The Day Of The Test.

[← Previous](#)

[Next →](#)

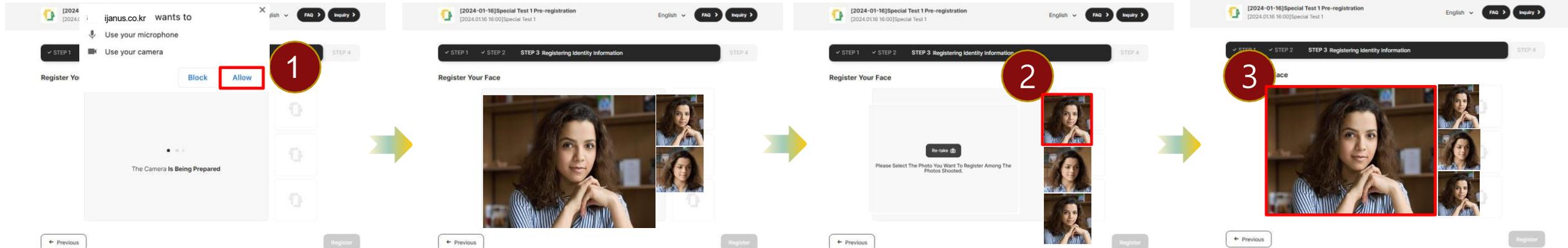
Instructions for the Face Registration

1. Review the sample photo carefully before beginning facial registration.
2. Click **'NEXT'** to continue.

Take a picture and complete facial registration

Select and register the photo that most clearly displays your full face among the three photos taken. The selected photo will be used in the score report, so please choose carefully.

1. If a pop-up requesting Camera and Microphone access appears, click **'Allow'** to enable site permissions.
2. A total of three photographs must be taken. Choose the one that most clearly displays your full face.
3. Use the **'Retake'** option to ensure the selected photo closely matches your face.
4. Please review your selection carefully, as the chosen photo will appear on your score report.





STEP 1

STEP 2

STEP 3 Registering Identity Information

STEP 4

i In Order To Verify The Test Taker's Identity, Please Register Your ID Card And Face Following The Guide.

ID Card Registration Complete



Re-register

Passport Only

* Personal Information Other Than Photos Is Not Saved/Stored.

Your Face Registration Complete



Re-register

Face Recognition System

* To Ensure Fairness In The Online Test, The Face Recognition System Performs Identity Verification, Out Of Position, And Multiple Face Detection.

The Monitor Will Verify The Test Taker's Identity By The Last Registered ID Card And The Test Taker's Registered Face Photo.

Confirm

← Previous

Next →

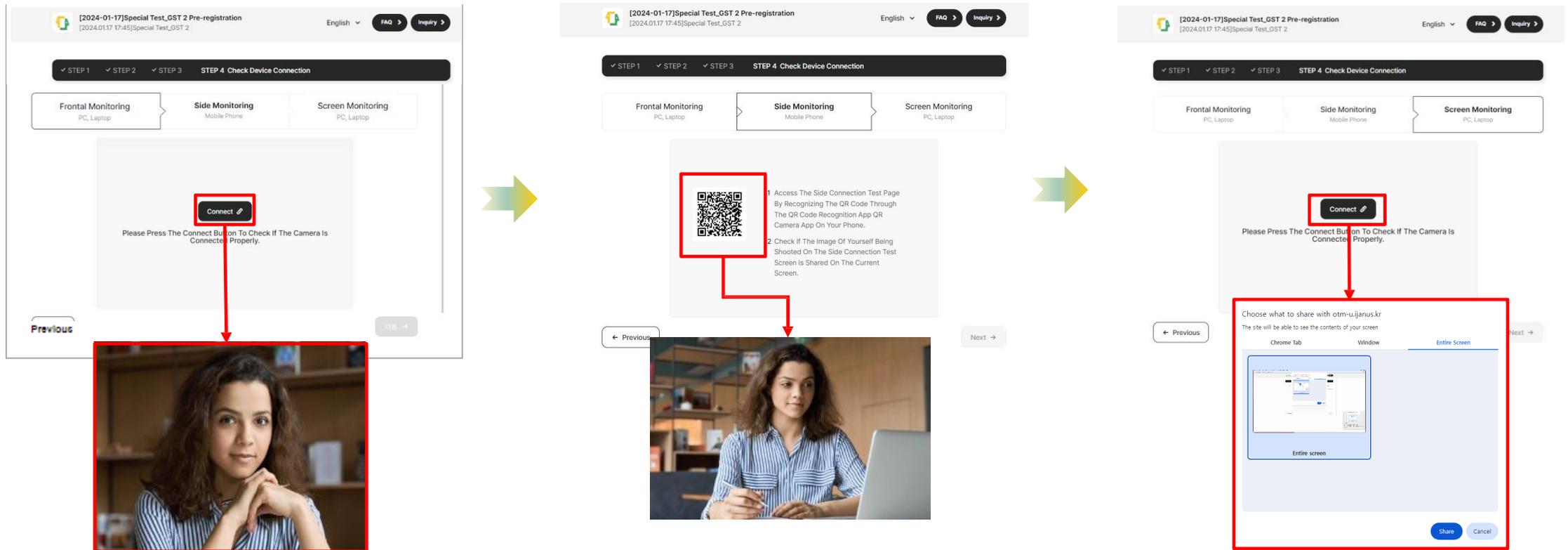
Confirm ID and Facial Registration

1. Verify the registered **Passport and Facial Recognition** (If re-registration is required, please repeat the process following the same steps).
2. Click '**NEXT**' to continue.

Check Device Connection

Test your webcam, cell phone, and screen-sharing capabilities before your test.

1. Activate your webcam, cell phone, and screen sharing by clicking the '**Connect**' button on the screen or scanning the QR code.
2. Once you select '**Next**', the window will close, completing the pre-registration process.



Monitoring Sidebar

The screenshot shows a dark sidebar on the right side of a test interface. The sidebar contains several sections: 'Online Monitoring On' with a language dropdown set to 'English'; 'Frontal Monitoring' with a camera icon and a 'Reconnect' button; 'Side Monitoring' with a QR code and instructions to scan it with a mobile device; 'Shared Screen Monitoring' with a checkmark icon and 'Shared Screen Connection Is Complete.'; and 'Chat' with an exclamation mark icon and 'There Is No Conversation History.' Below the chat is a text input field and a send button. At the bottom of the sidebar is the name 'CheonJeung Eun'. Five red circles with white numbers (1-5) point to specific elements: 1 points to the 'Hide' button at the top of the sidebar; 2 points to the 'Reconnect' button in the Frontal Monitoring section; 3 points to the QR code in the Side Monitoring section; 4 points to the 'Reconnect' button in the Shared Screen Monitoring section; and 5 points to the 'Chat' section.

1.  **Minimizing the Sidebar:** During the test, you have the option to minimize the sidebar for convenience.
2.  **Frontal Monitoring Reconnection:** If the Frontal Monitoring screen becomes unavailable or requires a new connection, the icon will change from green to red. Click the  icon to reconnect the front webcam.
3.  **Side Monitoring Reconnection (Mobile):** If the Side Monitoring screen becomes unavailable or requires a new connection, the icon will change from green to red. Scan the QR code with your mobile device's camera app to access the reconnection URL.
4.  **Reconnecting Screen Sharing Monitor:** If the Screen Sharing Monitoring screen becomes unavailable or requires a new connection, the icon will change from green to red. Click the  icon to reconnect.
5. **Chat:** You can communicate with the assigned proctor via chat for any questions or assistance during the test.

CONFIRM THE INFORMATION

Name	
ID	2021110320
Organization	ibt_test
Date of birth	May. 02, 1976
Test	IBT_TEST
Test date	Nov. 04, 2021

CANCEL

NEXT

On the test day, log into your account and verify your personal information

Once logged in, your personal details will be displayed.

After confirming the information, click '**NEXT**' to continue.

G-TELP™ *IBT at Home*

SELECT THE TEST

331_half

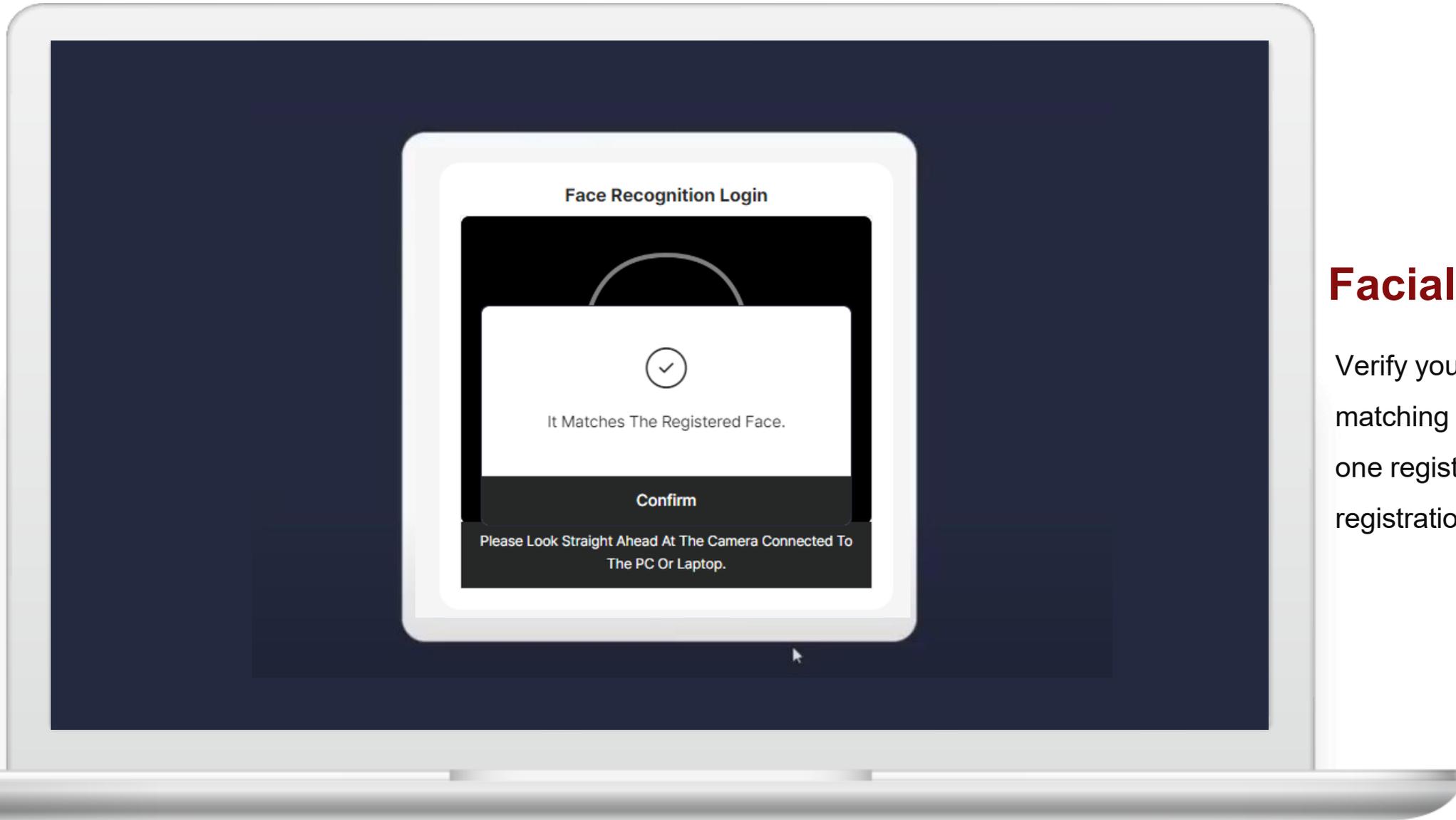


CANCEL

NEXT

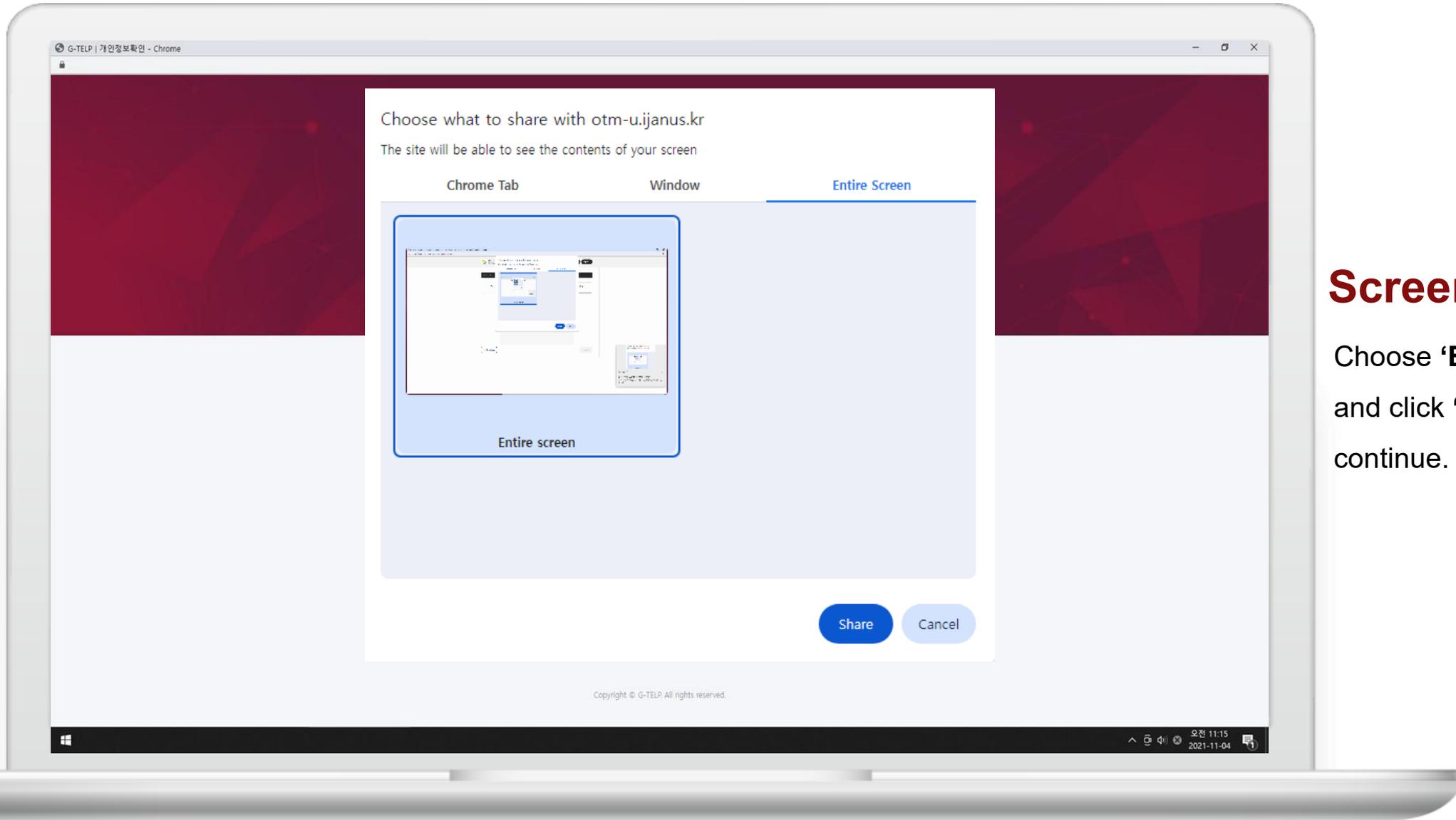
Test Selection

Select the test you plan to take, then click **'NEXT'** to continue.



Facial Recognition

Verify your identity by matching your face with the one registered during pre-registration.



Screen Sharing

Choose **'Entire Screen'** and click **'Share'** to continue.

CONFIRM THE INFORMATION

Name	
ID	2021110320
Organization	ibt_test
Date of birth	May. 02, 1976
Test	IBT_TEST
Test date	Nov. 04, 2021

CANCEL

NEXT

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Click 'NEXT' to proceed to the orientation.

Connect the Side Monitoring Device (Cell Phone)

1. Use the camera app on your mobile device to scan the QR code. Click the URL that appears to establish the side monitoring connection.
2. Place the mobile phone horizontally on a stable stand.
3. Adjust the phone's position to ensure it captures the bottom of the laptop and the surrounding testing area, verifying that no prohibited items are present.
4. Confirm the camera angle provides a clear and unobstructed view to monitor for prohibited items throughout the exam.

The screenshot displays the G-TELP online test interface. At the top, it shows the user's name 'Test Taker Cheonjung Eun (cv5123@g-telp.co.kr_20240116_S)' and the test type 'SPEAKING TEST'. A 'Cheating Reminder' section is visible, with a 'Make sure that your cell phone is turned off' instruction. A central pop-up window contains the following text: 'For Online Test Side Monitoring Connection Please Scan The QR Code With Your Mobile Device Camera. Be Sure To Check The Connection Status On The Monitoring Screen On The Right.' Below the text is a QR code and a 'Confirm' button. On the right side of the interface, there is a 'Side Monitoring' section with a 'Connection Has Been Lost' message and a 'Confirm' button. Below that, there is a 'Shared Screen Monitoring' section with a 'Shared Screen Connection is Complete' message. At the bottom right, there is a 'Chat' section.



Policies and violations



Cheating Regulations

1. Taking an exam using a forged ID.
2. Using a falsified transcript.
3. Engaging in or conspiring to have someone take an exam on behalf of another person.
4. Leaking or distributing part or all of the exam content or answers.
5. Receiving external assistance or using electronic devices, for any purpose other than test monitoring or test completion, during the exam.
6. Receiving external assistance or using electronic devices, for any purpose other than test monitoring or test completion, during the exam.
7. Copying or recording exam questions and disseminating them online or in print for lectures or any other purpose.
8. Refusing to follow the proctor's instructions or engaging in unnecessary behaviors during the exam.

Examples of Violations:

- (1) Leaving the testing area during the test.
- (2) Having unauthorized persons present during the exam.



Only a mobile phone and ID are allowed.



Once the test has started, you will not be allowed to take notes.



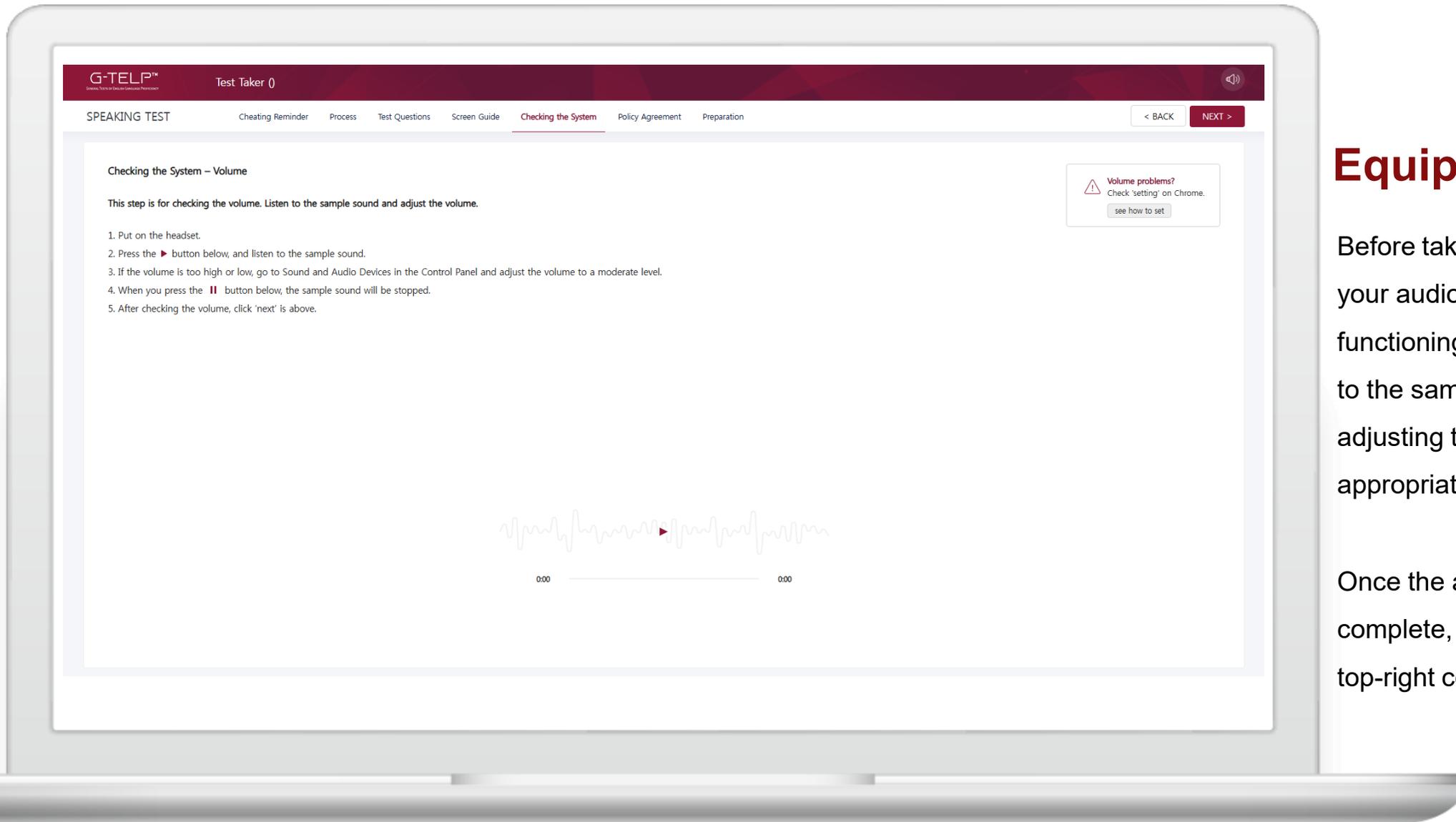
Don't operate any program or software that is not part of the test.



Raise your hand for help if any problems occur.

Orientation

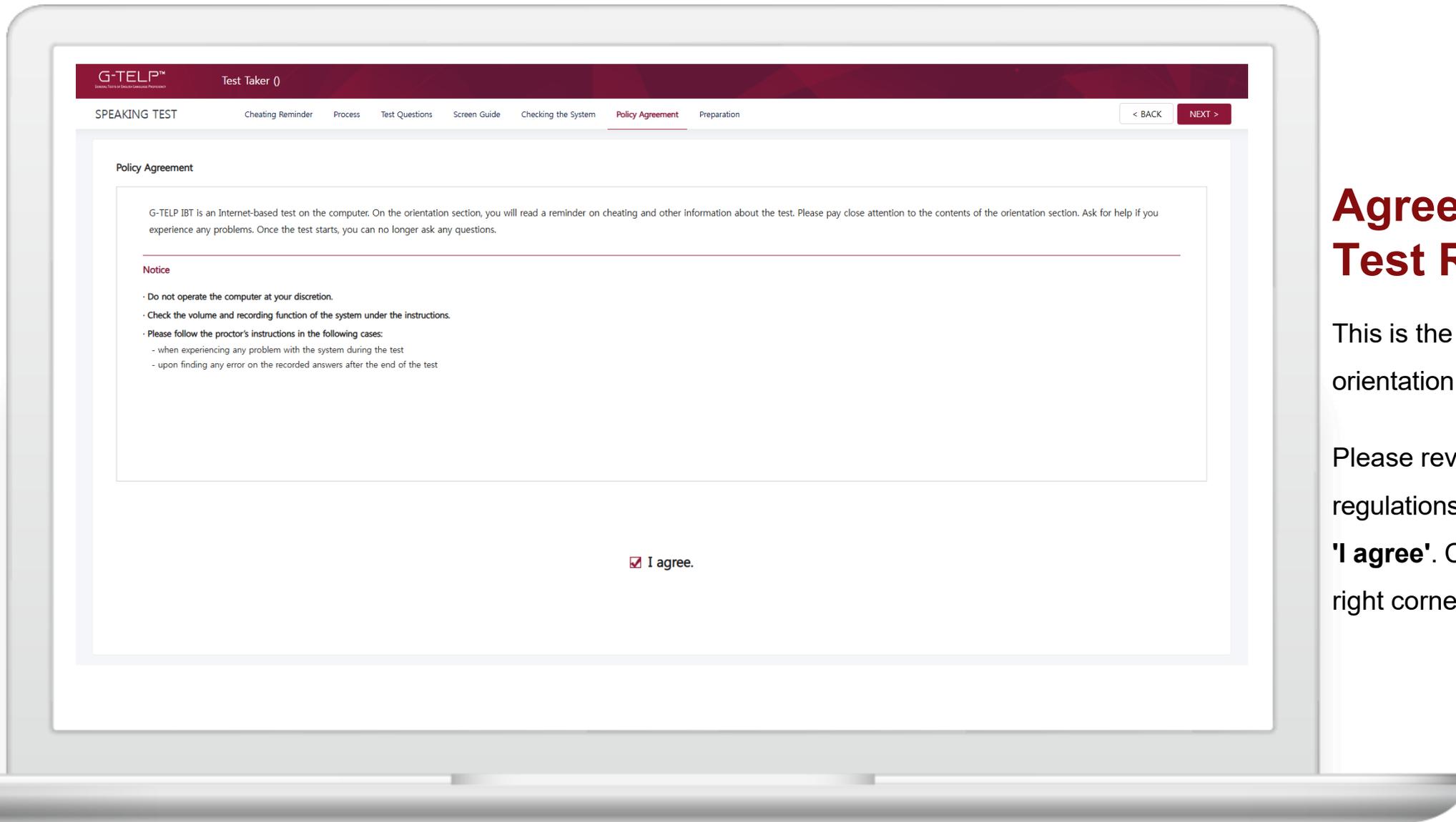
Review the test taker guidelines, then click '**NEXT**' in the top-right corner to continue.



Equipment Check

Before taking the test, ensure your audio equipment is functioning correctly by listening to the sample on the screen and adjusting the volume to an appropriate level.

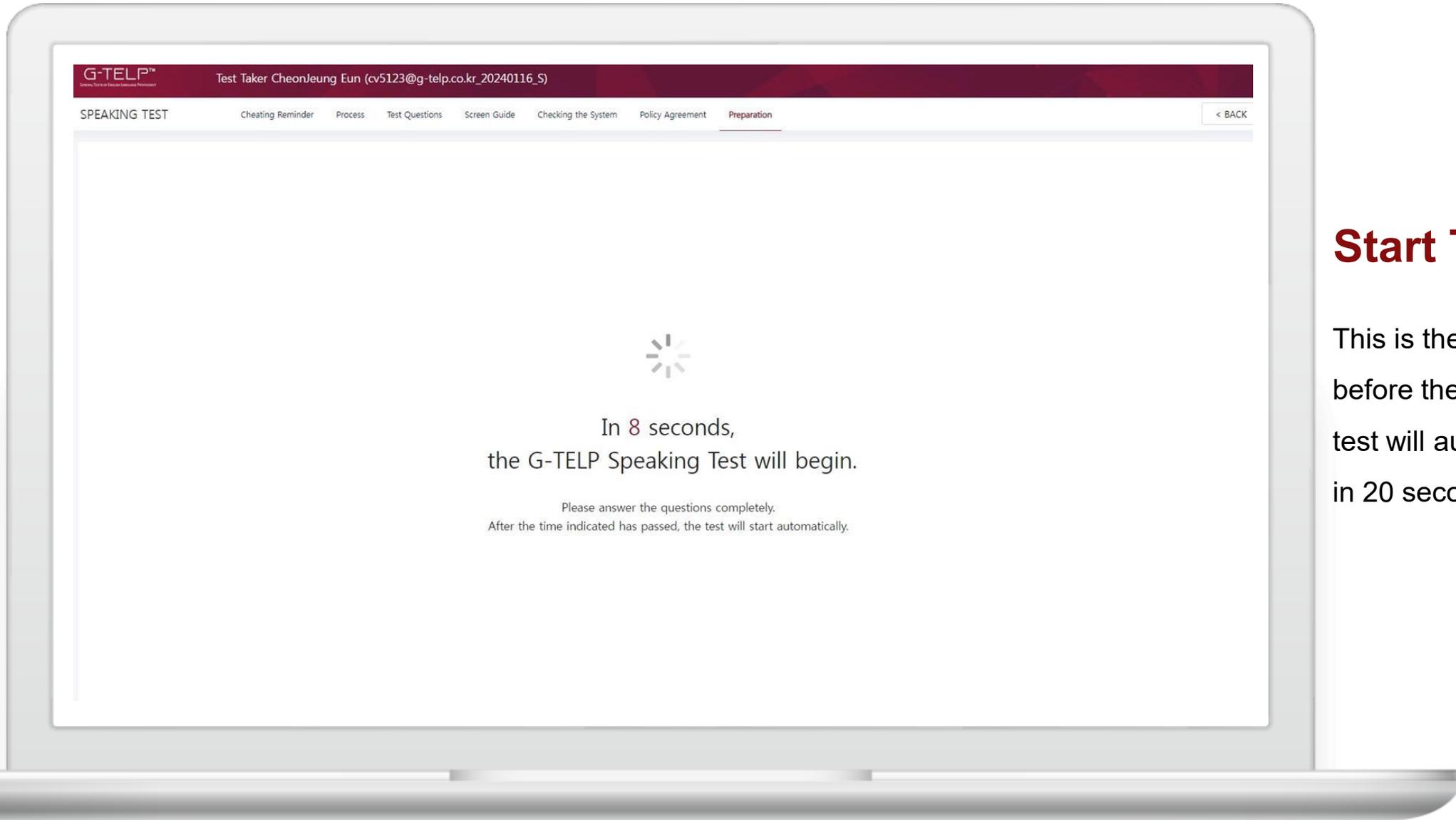
Once the audio check is complete, click **'NEXT'** in the top-right corner to continue.



Agreement to Test Regulations

This is the last page of the orientation.

Please review the test regulations carefully, then check **'I agree'**. Click **'NEXT'** in the top-right corner to continue.



Start Test

This is the preparation page before the test begins. The test will automatically start in 20 seconds.

End of the test!
The G-TELP Speaking Test is
over.

Be sure to check your answers on the next page.
If you don't check and confirm your answer, you may be
disadvantaged.
If there is anything wrong with your answers, please contact
the proctor.
To check your answers, click 'NEXT'.



Complete the Test

The test will automatically
conclude when the allotted
time runs out.

Click '**NEXT**' in the upper-right
corner to continue.

SPEAKING TEST

NEXT >

Check the recorded answers

Please select your answers at random and check the first part simply.
If there is anything wrong with your answers, please contact the proctor.
If the recorded answers are OK, click 'NEXT'.

No.	1	2	3	4	5	6	7	8	9	10	11	12
PART1	<input type="checkbox"/>											
PART2	<input type="checkbox"/>											
PART3	<input type="checkbox"/>											
PART4	<input type="checkbox"/>											
PART5	<input type="checkbox"/>											
PART6	<input type="checkbox"/>											
PART7	<input type="checkbox"/>											

Review Your Responses

Ensure your selected responses have been accurately recorded.

Once you've reviewed your responses, click '**NEXT**' in the top-right corner to continue.

The test has been completed.
Please click **UPLOAD** below.
Thank you.

**UPLOAD**

Upload Test

When the exam completion screen appears, click **'UPLOAD'** to submit your test.

After the upload is complete, you may safely close your browser.

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