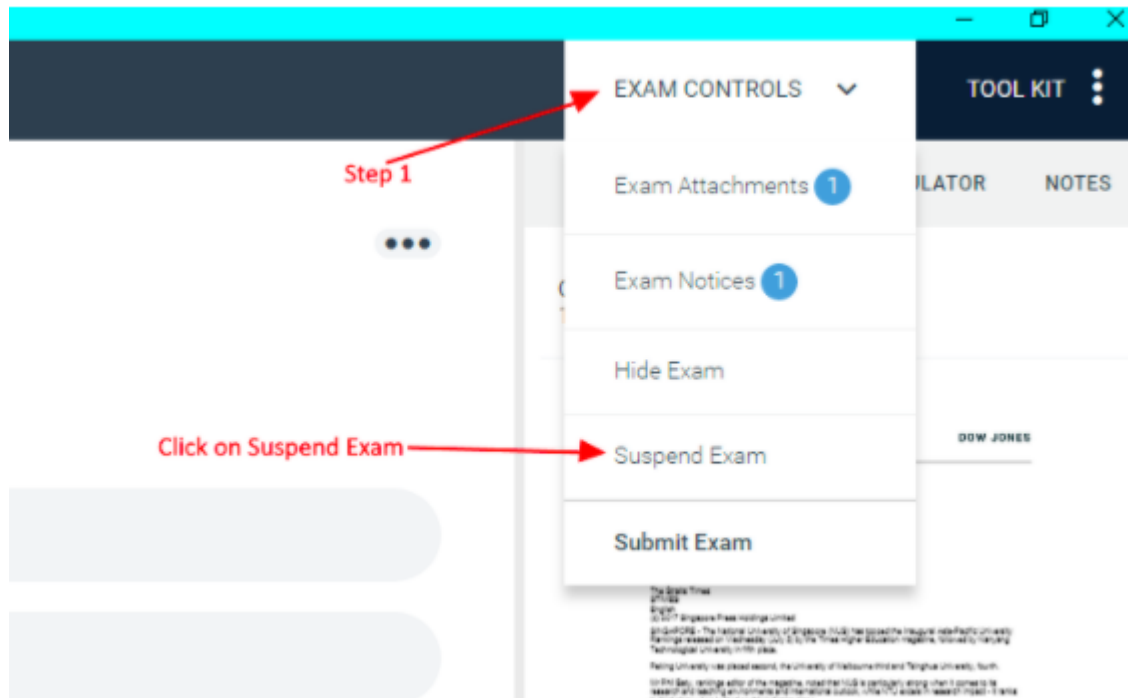# How do I suspend and resume an assessment?

1. Go to on the **top right of Examplify**.
    - Click on Exam Controls
    - Click on Suspend Exam

2. Examplify will pause the assessment timer and save your work.

3. To re-enter back into the assessment; select the correct exam file in Examplify.

4. Typed in the assessment **password** (which your lecturer gave you) to re-enter back into the suspended assessment.

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This exam is currently suspended.

Resume the exam to complete and upload the exam file.

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EXAM PASSWORD

[••••••••]   **Resume Exam**   Click to re-enter back
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🔒 Non-Secure	🕐 1 hour	📶 WiFi On	8 Questions	⇄ Navigate

Exam Details

Instructor	-
Posting ID #	757214
Exam Type	Non-Secure
Time Limit	1 hour

COMPLETED	
Practice Exam - Non-Secure with Internet Exam uploaded: 6/4/2019, 11:12:06 AM	✓

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🔄 Refresh Exam List

ⓘ **Note:**
If Examplify asks for the Assessment **RESUME CODE**, please approach your lecturer and send an email to citbox25@nus.edu.sg.
A resume code will be generated for you and you are able to resume back your suspended assessment.