

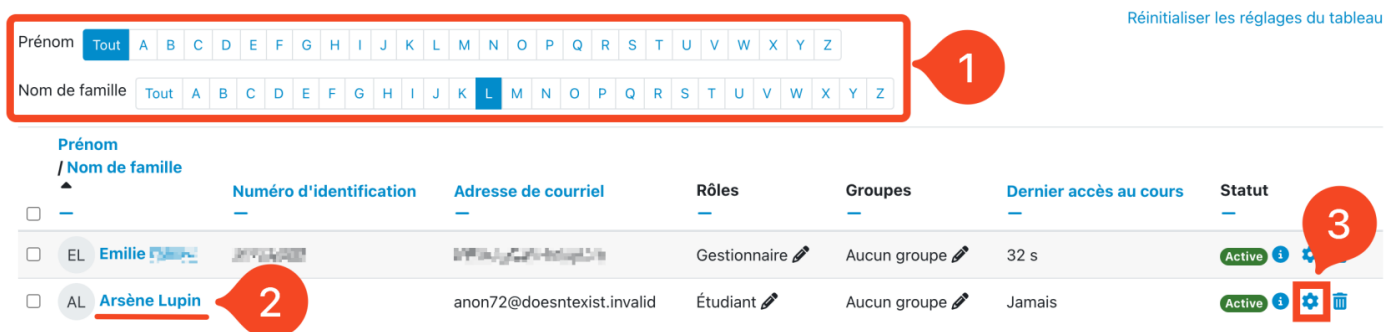
Blocking a user's access to the exam page

At the beginning of each exam, the CSE or the main proctor must suspend the access to the exam page for all the students that are not present in the room. To do this, after the attendance check, go to the **list of participants** on the exam page by clicking on the "**Participants**" button in the top menu.



Next, you can **filter the list of participants** according to the initials of the first and last names (1). So **select** the first letter of the student's **last name**, **THEN** the first letter of the **first name**.

In the list of students, **find the name of the student** (2), then **open the parameters** by clicking on the wheel to the right of the status (3).



Make sure you are opening the registration page for the **correct student**, then **change the status** from "Active" to "**Suspended**". Then **save the changes**.

Modifier l'inscription de **Arsène Lupin**

Méthode d'inscriptionInscriptions manuelles

Statut

Active

Suspendu

L'inscription commence

☒ Activer

26

mai

2022

15

08

Durée d'inscription

Illimité

L'inscription se termine

☐ Activer

6

novembre

2023

14

46

Inscription créée

mardi 23 mai 2023, 09:20

Annuler

Enregistrer

You can **check that the student's access has been blocked** when their status is displayed as **suspended**.

	Prénom / Nom de famille	Numéro d'identification	Adresse de courriel	Rôles	Groupes	Dernier accès au cours	Statut
<input type="checkbox"/>	—	—	—	—	—	—	—
<input type="checkbox"/>	EL Emilie			Gestionnaire	Aucun groupe	1 min 38 s	Active
<input type="checkbox"/>	AL Arsène Lupin		anon72@doesntexist.invalid	Étudiant	Aucun groupe	Jamais	Suspendu

Repeat for each absent student.

Révision #4

Créé 10 janvier 2023 11:54:56 par Emilie Lettry

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