

Non-Disclosure Agreement and General Terms of Use

THE CONTENT OF ALL DANB-ADMINISTERED EXAMS IS **STRICTLY CONFIDENTIAL**. To ensure the highest level of security throughout the testing experience, candidates will be monitored at all times by a test proctor. Video and audio will be captured during the exam appointment. All incidents of irregular behavior before, during and after taking the exam will be reported to DANB for further investigation.

The following actions are not allowed:

- Trying to memorize, share, or misuse any part of an exam — whether spoken, written, electronic, or mechanical — without getting permission from DANB.
- Talking while taking the exam.
- Giving or getting help or doing anything that looks dishonest or looks like unusual behavior.
- Using any study materials like books, notes, phones, tablets, computers, or other electronic devices.
- Recording your computer screen and/or taking screenshots of any exam content, the exam proctor, or any other test-related information.
- Using personal items.
- Using any recording device.
- Keeping or trying to keep any part of the exam or notes about the exam.
- Violating any other DANB and/or Pearson VUE online proctoring and in-person exam policies.

Pearson VUE tells DANB about any possible cheating, unusual behavior or rule-breaking. If there is evidence that a candidate cheated, behaved unusually, or has otherwise broken the security of the exam, DANB will take disciplinary action. Disciplinary action may include but is not limited to:

- Immediate termination of the exam and issuance of a failed exam score
- Rescission/cancellation of exam results
- Loss of the ability to take future DANB-administered exams via online proctoring
- Denial or cancellation of eligibility to take any DANB-administered exam in the future
- Legal action

DANB's *Disciplinary Policy & Procedures* document is available at www.danb.org.

Before your exam is released, you will be required to acknowledge that you have read the above NON-DISCLOSURE AGREEMENT AND GENERAL TERMS OF USE, understand it, and agree to be bound by its terms and conditions. If you do not accept the terms of this AGREEMENT, you will not be allowed to take the exam.