

DOCKETED

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Filer:	Rod Tamayo
Organization:	CHEERS Inc
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**2025 ENERGY CODE COMPLIANCE PROGRAM
PROVIDER APPLICATION**

EXHIBIT H.3

ECC Rater Exam Proctoring



CHEERS

CHEERS Learning Management System (LMS) hosts online proctoring through [Integrity Advocate](#). This plugin to the LMS has been reviewed and approved for use by the US EPA for online proctoring of the EPA 608 Exams.

- The Integrity Advocate is a recognized proctoring application.
<https://integrityadvocate.com/solutions/no-install-record-review-proctoring/>
- Once a student is ready to take an exam, a copy of the proctoring instructions will be provided. A copy of the instructional video and accompanying transcript will be sent to the CEC via the KiteWorks portal for review.
- These instructions ensure the student is aware of the testing requirements needed to successfully complete the examination conditions.
- Student support for the application is located here: <https://integrityadvocate.com/support/>
- The CHEERS Training Team is also available for support at Training@cheers.org
- If the student does not trigger any violations, they will be issued a certificate of completion, if they successfully pass the exam.
- If the student triggers any violations, a summary is sent to the student and the CHEERS Training Team for review.
- A chart of potential flags and violations is provided below.

Discretion	Rule	Description
	Enable Screen Monitoring	Force Full Screen and monitor screen activity
	Remove Participant for Unacceptable Camera Feed	Participant will be notified and then removed
	Functions & Shortcuts	Blocks functions such as Ctrl key, F1-12 keys, Tab + (any key), Shift + (non letter key), Alt, Option and Command Key, Cap lock + (any key)
	Require Audio Monitoring	Monitor for sound
	Prompt participant for loud environment	Notify up to 3 times for loud environment
Y/N	Not engaged	Remain Engaged
Y/N	Out of view	Stay in view of the camera
Y/N	Collaborative Applications	Must not use collaborative applications
Y/N	Communicated with others	Do not communicate with others
Y/N	Multiple participants	Do not be in the presence of others
	Possible use of AI application	Must not have an active AI application
	Possible use of Grammar application	Must not have an active AI application
Y/N	Smart device was used	No use of any smart devices, such as a phone or tablet
Y/N	Headphones were used	Do not use headphones
Y/N	Possible use of external resources	Must not use any external resources to aid in completing the activity such as books, notepads or paper

CHEERS reserves the right to use live person proctoring for any exams offered as part of its ECC Program approval. This proctoring software will be offered as an option for exams hosted through the CHEERS LMS. Laboratory exams will be conducted with live-person proctors.