Installing and logging into Examplify (for students)

1. Go to https://ui.examsoft.io/login?institutioncode=BostonUniversity and click the "LOGIN" button.
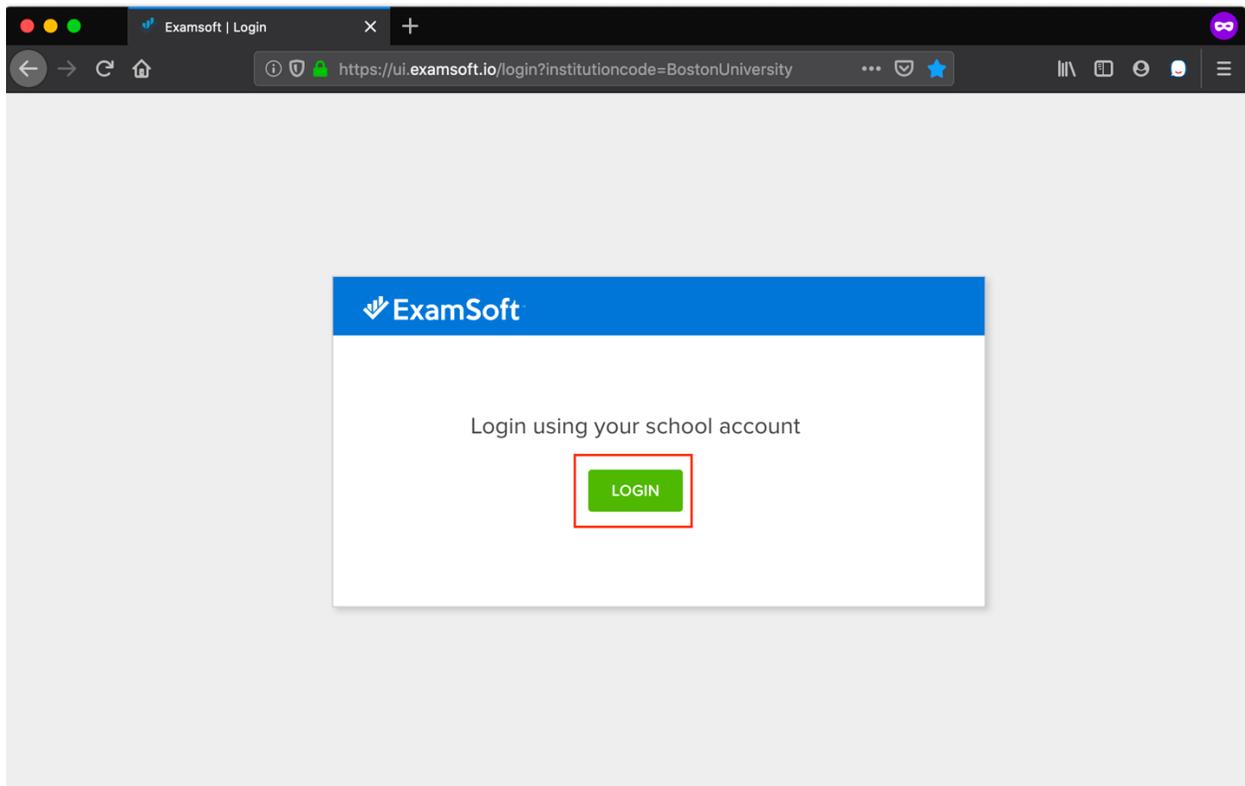
2. This will bring you to a page to enter your BU login name and Kerberos password. Please note at this point you should be on a BU login webpage and not an ExamSoft login page.
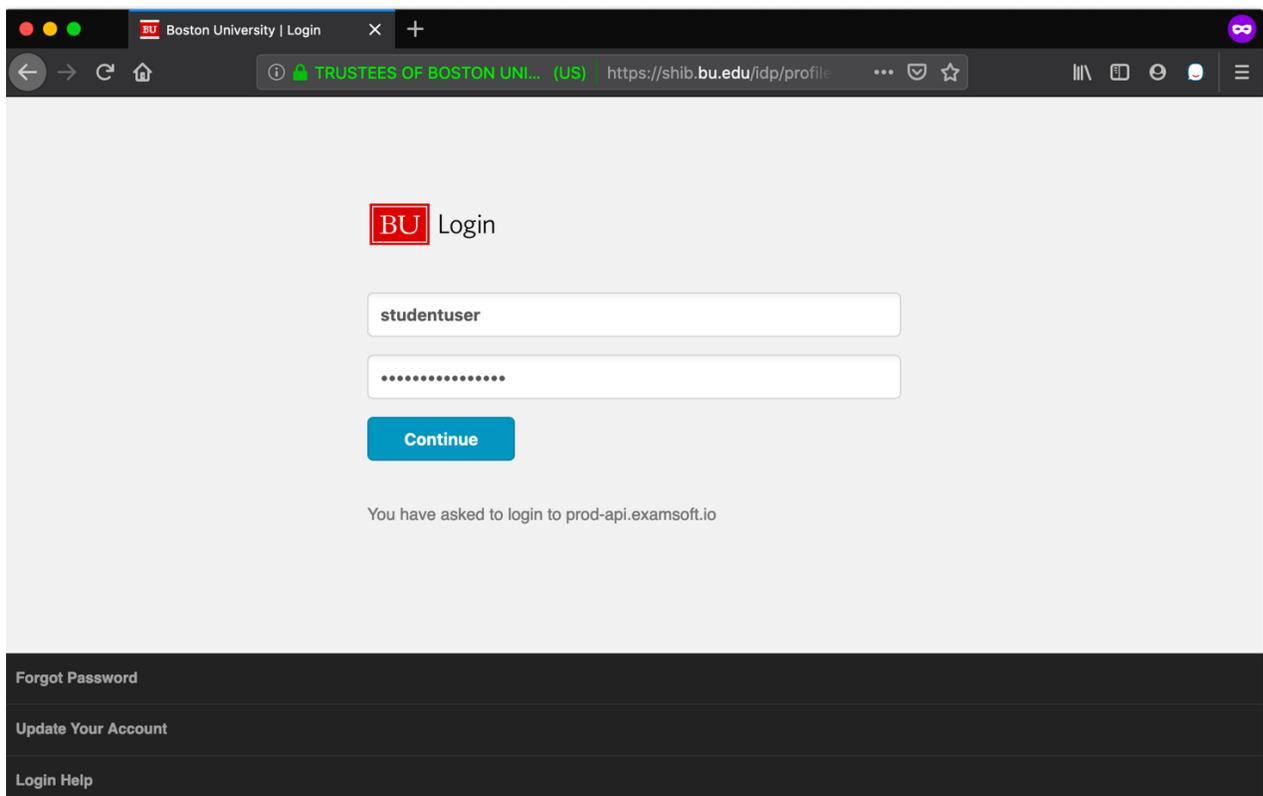
3. Once you are logged in, click the "Download Examplify" button in the upper right of your dashboard, select "yes" and then choose your operating system.
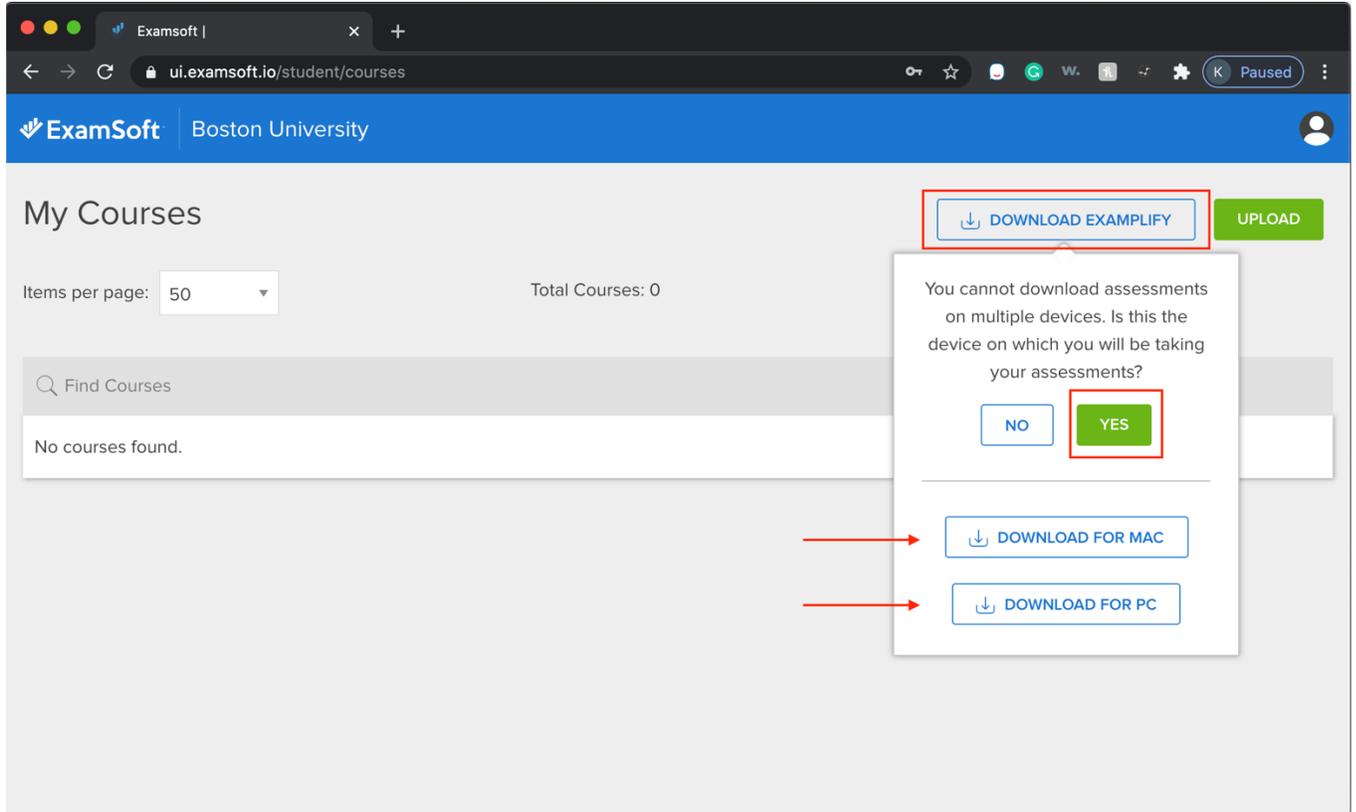

Exampify is only available for Mac or PC laptops/desktops, Microsoft Surface Pro, and the Apple iPad. It is not compatible with Chromebooks, smartphones, tablets (other than those mentioned above), and other 2-in-1 devices.

- *Examplify for iPad is downloadable directly from the Apple App Store*
- *Surface Pro devices cannot be running Windows in "S" mode: https://examsoft.force.com/etcommunity/s/article/Changing-from-Windows-10-S-to-Windows-10*

4. Install the software as normal on your machine. You may encounter a window asking for permissions, such as the one below. Be sure to allow the requested permissions.
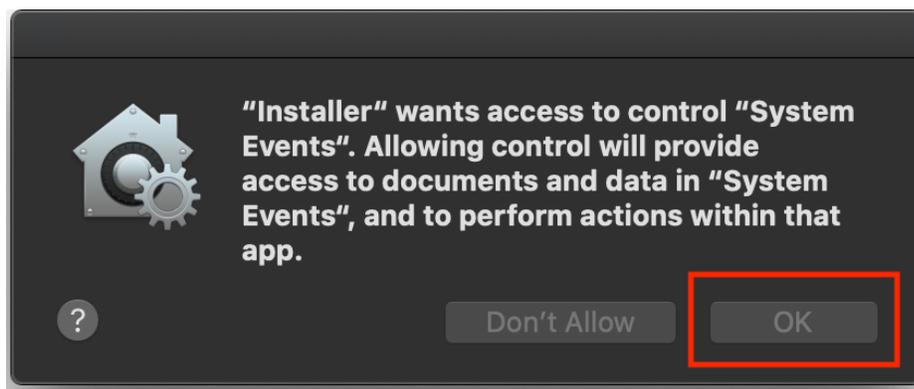
5. Once installed and launched, Examplify will ask you to read and agree to the software license agreement. Scroll to the bottom until the button turns green and click "I Agree."
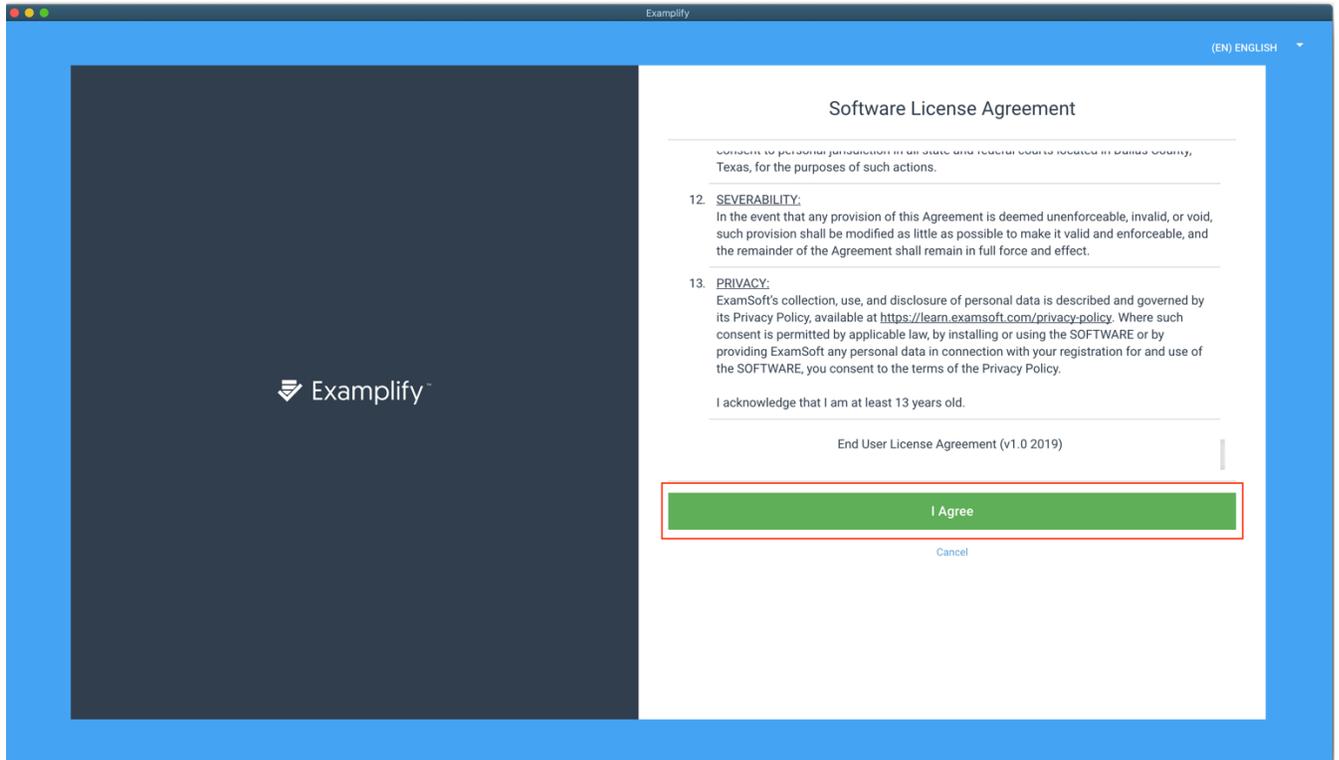

6. On the Add New Account page, type in Boston University and look for the option of "BostonUniversity" (no spaces), select that, and click next.
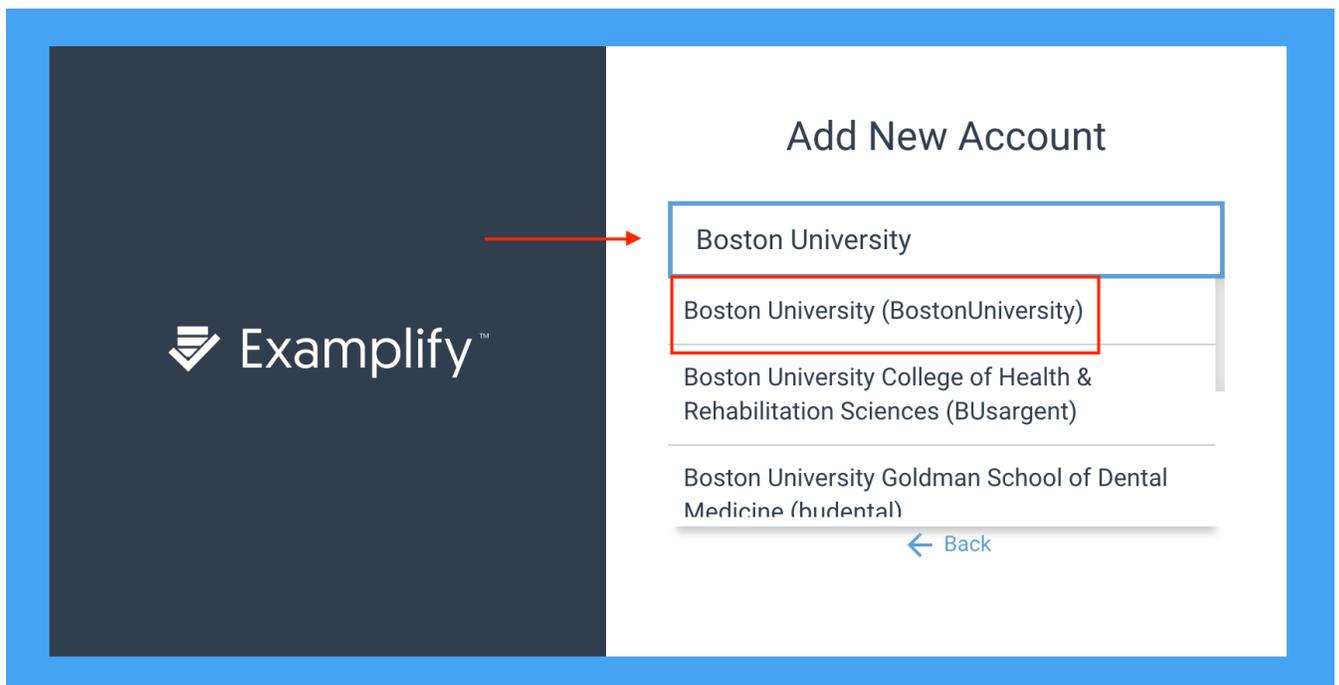

Do not select any option in this list other than "BostonUniversity"

7. This will open up a **browser window/tab** bringing you directly to a BU login page. Be sure you log in with your BU credentials on this new webpage and **NOT** directly in Examplify. This will connect Examplify to your ExamSoft account.
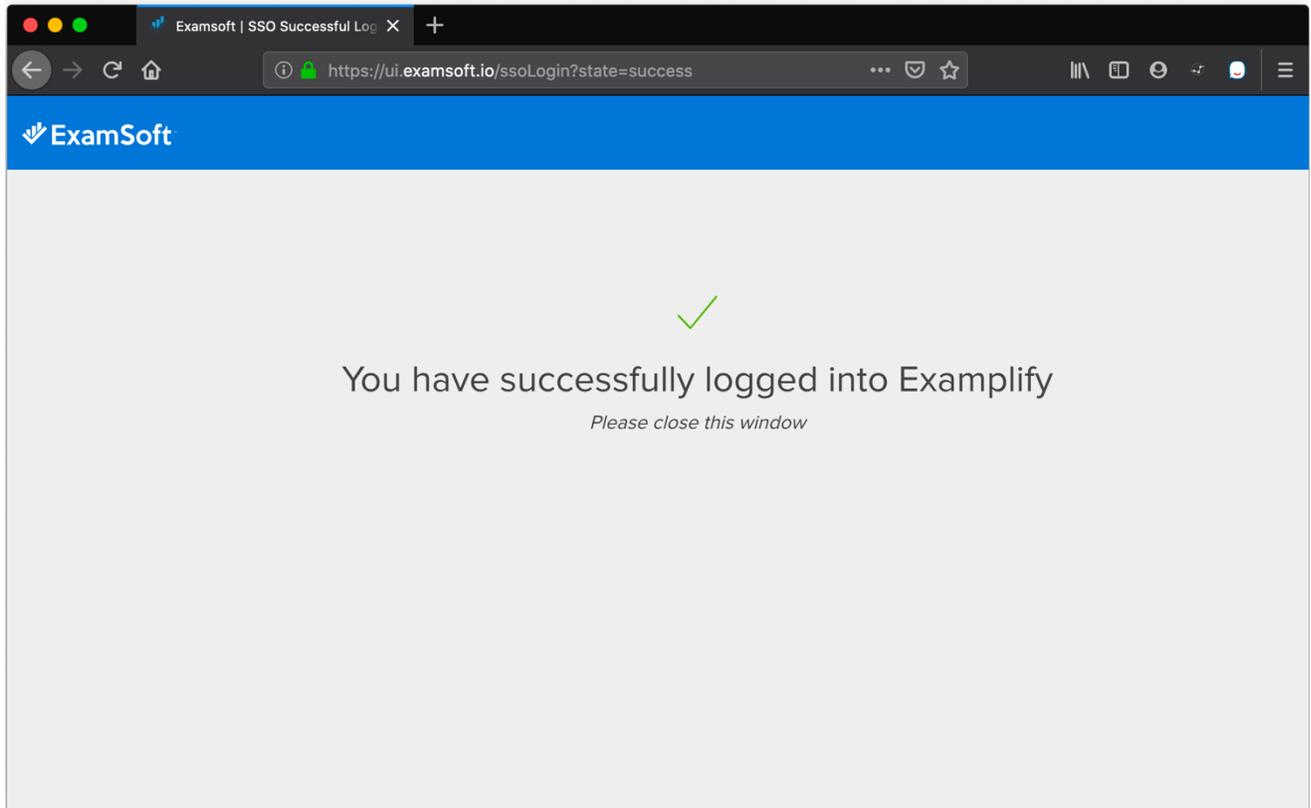
Enter login credentials here:
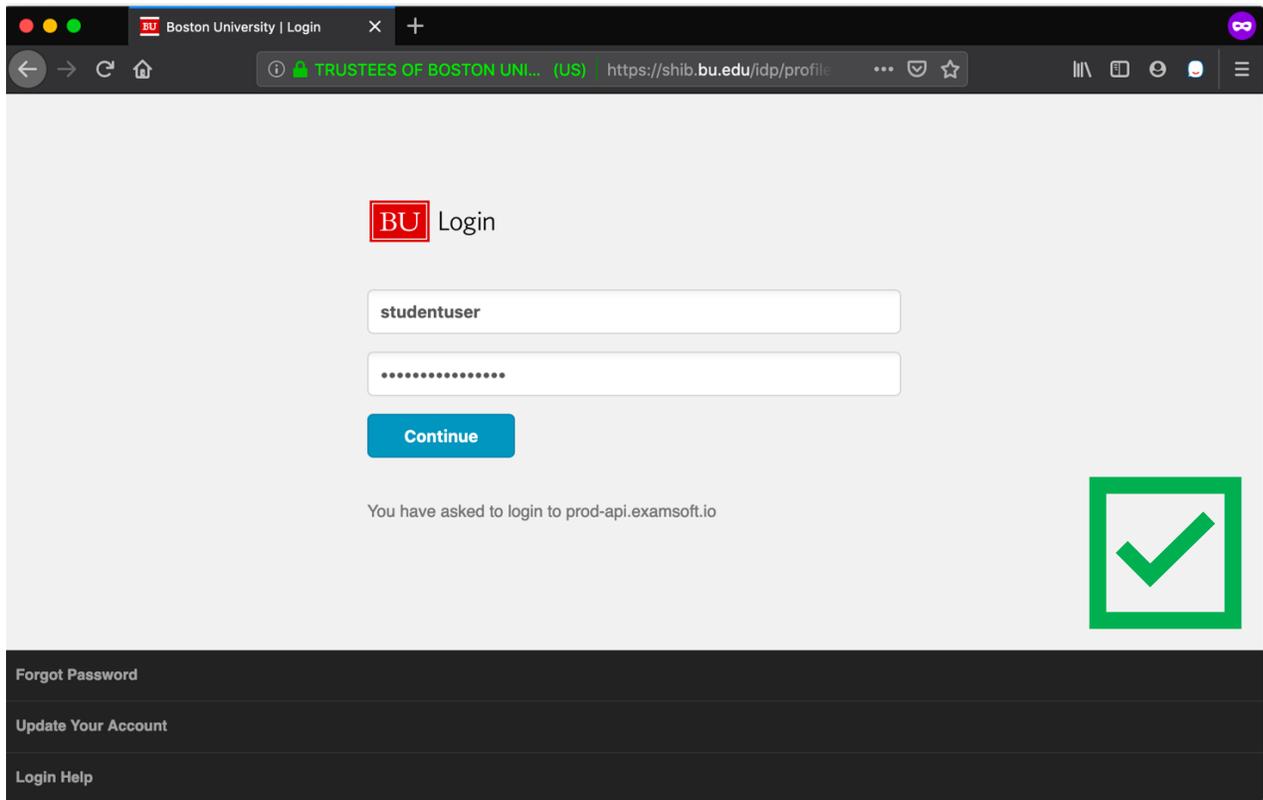
Do NOT enter login credentials here (in Examplify software):
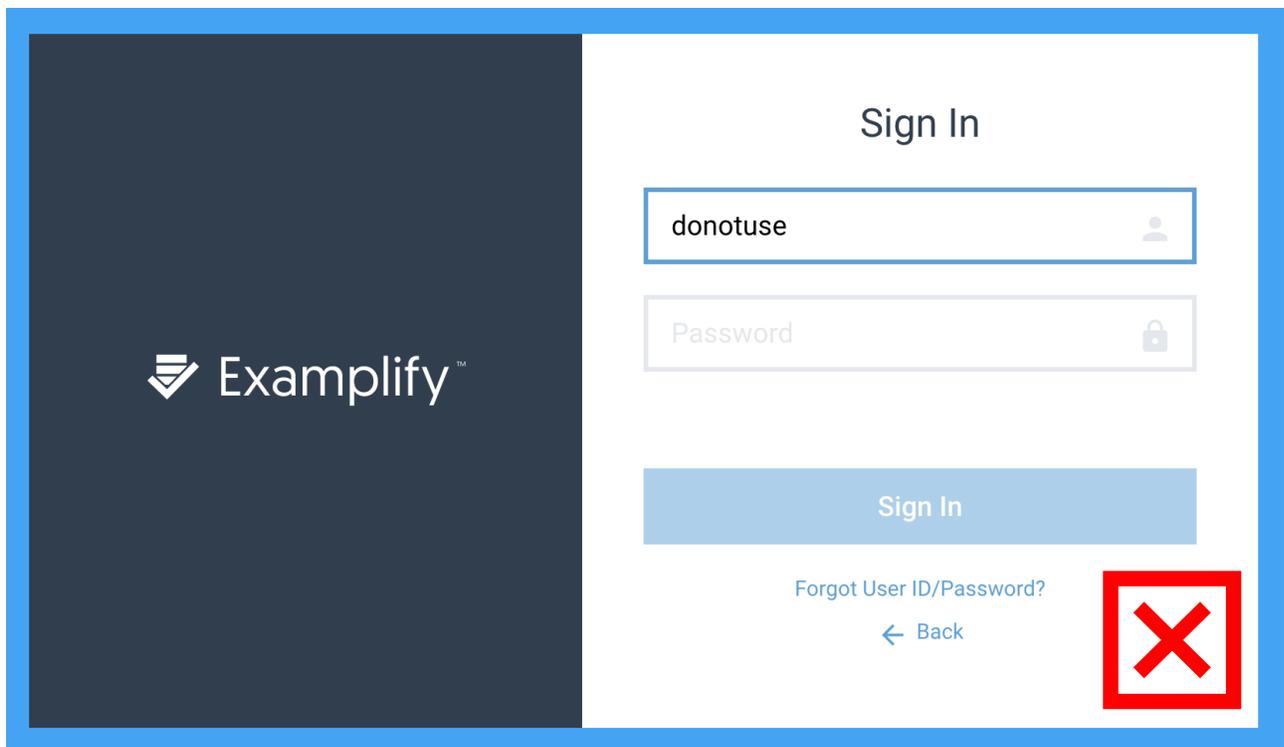
8. You should see the following screen once you have logged in successfully.

If you receive an error when trying to log in on this final step, (may say "cannot connect to school"), please clear your cookies and close your browser, then try again from step six.

9. Once you successfully log in through the browser, the Examplify software will automatically update to your dashboard.