Choosing Your Testing Location
Advanced Qualification in Headache Medicine (AQH©)

The AQH© examination is a proctored computer-based exam available either in person at a test center, or online using a computer at a location of your choice.

Spring 2027 Examination Testing Window: May 3 – May 21, 2027



In-Person Test Centers

AQH© Vendor: Strasz, in partnership with Pearson VUE accesses a network of 1,737 locations across the United States.

- Online Registration & Scheduling
- Option of testing in a local Test Center with hard-wired connection



Online (Virtual) Proctoring

AQH© Vendor: The Strasz advanced two-camera remote proctoring system

- Online Registration & Scheduling
- Option of testing in your own environment, in coordination with an assigned proctor who will be your point person during the examination.

REVIEW the Next Six (6) Pages to Learn About Online Requirements

Candidates must run the System Check as soon as possible after registration and scheduling to confirm whether the selected environment will work for you.

No Charge to Transfer by April 21, 2027.
April 22-27: Transfer fee is $125.00
No Changes after April 27

NATIONAL HEADACHE FOUNDATION™

© 2027 National Headache Foundation. All Rights Reserved.

Online (Virtual) Proctoring

Advanced Qualification in Headache Medicine

Ideal: Private location, Closed door, compatible computer with functioning webcam and microphone (built-in or external), and hard-wire connectivity.

- A mobile device is required as a second camera during the examination so the proctor can view your testing area. You will need to download the ProctorExam app to your mobile device and use it to complete the system check prior to exam day. On exam day, your mobile device must be positioned as directed by the proctor and remain active as the required second camera throughout the examination.

Caution: Due to security firewalls and software download restrictions at institutions, a work location may not PASS a system check.

All Online Testing Candidates must run an initial "system check" by April 21.

- With the link received from the vendor, you must run a "system check" by **April 21, 2027**.
- If your system doesn't meet the requirements you will need to transfer to a test center by notifying AQH@headaches.org to expedite the transfer.
  - There is no fee for the transfer to test center if requested by **April 21, 2027**.
- Transfers to test center requested **April 22 - April 27, 2027** will incur a $125 transfer fee.
- No transfer changes allowed after **April 27, 2027** or during the examination period.

Day of Examination - Rules

1. The physical location must be clear of paperwork and able to close the door.
2. All books, binders, and notes must be removed from the candidate's location.
3. Candidate must be alone in the room.
4. No leaving the seat (except for pre-approved break) or talking during the examination.
5. Examinee's browser will be locked down for the duration of the examination except for connection to the online examination.
6. In the event of suspicious activity, proctors can online chat with a candidate or request a camera re-scan of the room to investigate.
7. Technical issues encountered during the exam may require rescheduling of the examination.

© 2027 National Headache Foundation. All Rights Reserved.

Step-by-step guide to your new candidate experience

1. Equipment requirements

- **Mobile device:** You will need a mobile phone on which you will download the ProctorExam app. Instructions for downloading the app will be provided during the system check process or you can do this prior to your system check by accessing the Google Play Store for Android devices and the App Store for iOS (Apple) devices and searching for ProctorExam. Specifications are:
    i. Android 4.1 or higher
    ii. iOS (Apple) 8.0 or higher
        - You can see your operating system version in the settings of your phone.
    iii. Video resolution must be minimum 800 x 600 px
    iv. Ensure you can connect to Wi-Fi so you don't use up your data
    v. Ensure your mobile device can be plugged in for the duration of your exam
- **System requirements:**
    i. Bandwidth – **Minimum 1Mbit/s upload speed**. Tethering is not supported
    ii. Operating Systems
        - Windows 10 or higher
        - MAC OS X
        - Linux 64-bit Ubuntu 14.04+, Debian 8+, openSUSE 13.3+, or Fedora Linux 24+
    iii. Wi-Fi connection – candidate to be positioned where signal is strongest
    iv. Web Brower – Latest version of Google Chrome
    v. Webcam required – maximum resolution of 1280 x 720
    vi. Microphone required
    vii. Audio required

Copyright @ 2023 Strasz Assessment Systems.
All rights reserved.

Note: Attempting to use a laptop or device that is intended for work purposes may have restricted access and admin rights installed. This may cause issues when trying to access the ProctorExam platform and therefore it is recommended to use a personal laptop.

Below are some links that we would recommend using to test the following work correctly before proceeding with your system check:

- To check your microphone works
  https://www.onlinemictest.com/

- To check your webcam works
  https://www.onlinemictest.com/webcam-test/

If you do find that your webcam or microphone does not work, please see the below links that will assist in fixing this:

- To allow microphone and camera
  https://support.google.com/chrome/answer/2693767?co=GENIE.Platform%3DDesktop&hl=en

- To allow mic and camera on MAC
  https://support.apple.com/en-gb/guide/mac-help/mchlf6d108da/mac

- To allow webcam on Windows 10
  https://www.howtogeek.com/394677/fix-my-webcam-doesn%E2%80%99t-work-on-windows-10/

Copyright @ 2023 Strasz Assessment Systems.
All rights reserved.

2. Specific restrictions

With the continual introduction of new hardware, there are some issues we are aware of which have settings that could potentially block access to the ProctorExam platform. Below are details on how to amend settings to allow access:

- Lenovo
  In order to allow enable webcam please click on this link:
  https://support.lenovo.com/us/en/solutions/ht118432-webcam-or-camera-not-working-or-cannot-turn-on-in-windows-81-10-ideapad-thinkpad
- MacOS Catalina
  In order to grant access to folders permission to allow your webcam, microphone and screen sharing please click on this link:
  https://nektony.com/duplicate-finder-free/folders-permission

3. Registration

Once registered, you will receive an email from onlineproctoring@strasz.com with instructions to help you perform the system check. A second email with the link for your exam will be sent close to your scheduled date. Please **double-check your junk email folder** or perform a search for the onlineproctoring@strasz.com email address if nothing appears in your main inbox.

4. System check

Your system check email will contain instructions on how to perform a system check to ensure your PC is set up and ready to go. However, before you perform your system check, we strongly advise you do the following:

Copyright @ 2023 Strasz Assessment Systems.
All rights reserved.

- Ensure you are using the latest version of Google Chrome. To check if you have the latest version of Google Chrome:
    i. On your computer, open Chrome
    ii. Click on the icon in the upper corner that looks like three dots
    iii. Click on help
    iv. Click on about google chrome which will then show your latest version and if up to date or not
    v. Click on the icon in the upper corner that looks like three dots
    vi. Click Update Google Chrome. If you don't see this button, you're on the latest version
    vii. Click Relaunch
- Allow pop-ups for ProctorExam:
    i. Type chrome://settings/content in to the address bar and press Enter
    ii. Select Pop-ups from the Content Settings screen
    iii. In 'Allow', click 'Add' and enter https://surpass.proctorexam.com
    iv. Close the Content Settings screen and refresh your browser
- Install ProctorExam extension/plugin within Chrome to allow screen sharing:
    i. Click on the link here or type in **https://chrome.google.com/webstore/category/extensions**
    ii. Search for ProctorExam
    iii. Click on 'add to chrome'
    iv. Click on 'add extension'

Please ensure you run your system check as soon as possible to avoid any unwanted problems just before your exam. Once you click on the system check link, you'll be given simple instructions on how to complete the check.

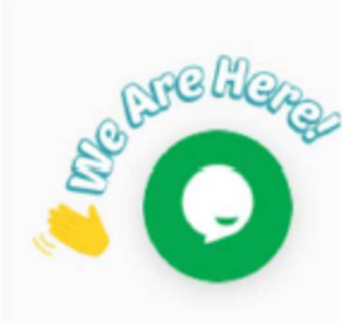
Copyright @ 2023 Strasz Assessment Systems.
All rights reserved.

5. Taking your exam

- Once your system check is completed, another email from onlineproctoring@strasz.com will be sent prior to your exam date – again, **please check your junk email folder if the message does not appear in your inbox**. This email contains the link to your exam.
- For the exam, you will need to use your mobile phone because this provides additional coverage of the test taking environment. As described above, you will need an Apple or Android mobile device with the ProctorExam app installed.
- At the time you are due to take your exam, simply click on the exam link in your email, follow the ID, environment instructions and read in full the 'Instructions for Candidates' then launch your exam.
- Once you've completed the exam, please ensure you click on 'Finish' on the last page of the exam, and then click on 'Finish Exam' in ProctorExam.

6. Support during your exam

During your system check and on exam day, if you encounter any technical difficulties, you will be able to access online chat support. You will find this in the bottom right-hand corner of your screen.



Copyright @ 2023 Strasz Assessment Systems.
All rights reserved.