

Subject: Proctor Registration Confirmation

Date: Saturday, September 9, 2023 at 7:36:20 PM Atlantic Daylight Saving Time

From: IEEEExtreme@ieee.org

To: b.petersen@ieee.org

⚠ External message: Use caution.

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Xtreme

Dear Brent Petersen:

Thank you for your pre-registration as proctor at University of New Brunswick. You will receive email communication once a team selects you as their proctor.

Your involvement as proctor is extremely important. The primary goal is to make sure the students are having fun. Additional responsibilities are outlined below: however, we recommend that you also ensure the students are comfortable, getting adequate rest, and are eating, drinking and exercising during the 24-hour competition.

Proctor tasks include:

- Monitor the general flow of the activity
- Inform students when the competition begins, when they have reached the halfway mark, when there are 6 hours left, and when there is 1 hour left
- Ensure that no one external to the team members helps or assists the participants in resolving the problems in any way
- Ensure that participants do not engage in plagiarism and adhere to the IEEE Code of Conduct
- Additional information can be found at: [IEEEExtreme Proctor Eligibility and Requirements](#)

Please note: Proctors may proctor up to 20 teams. The IEEEExtreme team has taken into account the potential need for accommodations should teams not be able to participate at the same venue this year. Please refer to our [updated rules](#) for more information.

Sincerely,
The IEEEExtreme Team
Email: IEEEExtreme@ieee.org



Please take a moment to let the world know that you have volunteered to proctor for IEEEExtreme 17.0.

We've provided some sample text below, but feel free to create your own message.



Post to your social media pages:

I'm going to be proctoring for IEEEExtreme.

Post to the IEEEExtreme Facebook page (<http://www.facebook.com/IEEEExtreme>):

I just volunteered to proctor for IEEEExtreme.



"Providing tools to the volunteers and staff who support our members."

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