## Method of attendance monitoring and verification

Courses are developed with interactivity as a key component in its development. Vector Solution's 'rule of thumb' is to insert an activity every 3 to 5 minutes or 500 to 800 words of text. We offer a variety of activities through the coursework to keep the user involved and requiring knowledge of the course materials being reviewed in order to move forward.

Users sign into an account with a unique User Name and Password. We request that a user agree to an affidavit stating that they are the owner of the account before proceeding to the exam. Course completion is measured by passing the exam with a minimum score of 75%.

Students are notified at the beginning of the course that they are required to spend 50 minutes per credit hour in the course in order to receive an accreditation certificate. The LMS will not allow a certificate to be issued or reflect course completion until the time requirement is met by the user. We monitor required student participation in the course by logging and tracking the date and time a student enters a course, tracking activity during the course, and recording the date and time they complete the exam with a required passing score. If our learning management system detects 13-minutes of inactivity, a pop-up appears alerting the student that they must verify their presence or the session times out and the course closes.