

**Remote Assessment Deletion** allows Users to configure a date and time after which an assessment that has not yet been taken will be removed from the Exam Taker's computer.

1. Create an assessment.
2. Post the assessment.
3. Locate the **Additional Security Options** section at the bottom of the posting window.

**Please note: Remote Assessment Deletion cannot be enabled or disabled once an assessment has been posted.**

The screenshot shows the 'Post Assessment' window with the following details:
 

- Posting Name: Assessment One
- POST number: 1
- Settings: Course: Training, Instructor: [empty]
- Download Start: 02/24/2014 9:30 AM, Email Download Reminder: @ 2 AM
- Download End: 02/28/2014 09:30 AM, Email Upload Reminder: @ 2 AM
- Additional Security Options:
  - Remote Assessment Deletion (Remote Deletion Date: 03/01/2014 09:30 AM)
  - Ping & Release

4. Click the **Remote Assessment Deletion** checkbox, and select a deletion date and time. The **Remote Deletion Date** must fall after the posting **Download End** time.
5. The next time SofTest checks the ExamSoft servers after the Remote Assessment Deletion Date and Time has passed, any untaken assessment files will be identified as expired and removed from the Exam Taker's computer.
6. When an assessment is deleted from an Exam Taker's device, the **Deleted** date and time will appear in the **Exam Taker Activity** tab of the assessment.

The Users may choose to edit the **Remote Assessment Deletion Date and Time** after the assessment has been posted.

SofTest checks the ExamSoft servers on a fixed periodic schedule.

Exam Taker	Candidate ID	D/Ls	Max D/Ls	Last D/L	Last U/L	Actions	Exam Version	Exam OS	Deleted	Imported
Hall, Enich	Oct01	1	2	02/27/2014 3:54 PM	02/27/2014 3:53 PM	[edit, delete, refresh, lock]	10.0.5171.27177 DEBUG			✓
Pereira-3, Miguel	Oct01	1	1	02/27/2014 4:20 PM		[edit, delete, refresh, lock]			02/27/2014 4:21 PM	✗
C, Cody	mpstest01	1	1	03/18/2014 10:05 PM		[edit, delete, refresh, lock]			03/18/2014 1:48 AM	✗
Mo, Ahmed	mpstest02	1	1	03/18/2014 8:50 PM		[edit, delete, refresh, lock]			03/18/2014 1:48 AM	✗
McWilliams, Rex	redesign1	1	1	03/19/2014 2:24 AM		[edit, delete, refresh, lock]			03/19/2014 8:18 AM	✗

7. Once the **Deletion Date** has passed, you are no longer able to edit any fields on the posting window.

