



# EMIGS MANUAL SKILLS EXAM CHECKLIST

This checklist will help you prepare for test day

## ITEMS NEEDED

### Free LaparoBowl Kit received by Residency Program:

- LaparoBowl with accessories (suture block, wedge, pegs, sleeves, peg block)
- Video splitter (Y - connector distributes the trainer view to the monitor and the laptop)
- Video cable extender (connects the splitter to the dongle)
- Dongle connector (connects the cable extender to the laptop)
- Tripod for smartphone

### Additional items (not provided):

- USB to USB-C adaptor (if required for your laptop – not provided)
- Laparoscopic Box Trainer with additional ports placed.



Port Placement Guide:  
[bit.ly/emigs-port-guide](https://bit.ly/emigs-port-guide)

- Laptop with camera, internet access and charger
- Smartphone with camera, internet access and charger
- Download Google Meet App on the smartphone

### Laparoscopic Instruments:

- Maryland graspers (2)
- Laparoscopic scissors (1)
- Laparoscopic needle holder (1-2)
- Hemostat
- Knot pusher (Your choice; Open or Closed)
- Regular scissors

## TEST KIT

Test Kits are shipped (FedEx) to the address provided during registration, usually within 7 days of when a test is scheduled (2 short penrose drains, one long penrose drain, gauze for circle cut, 3 sutures) **DO NOT OPEN UNTIL INSTRUCTED BY THE PROCTOR**

## PREPARATION – Before test day

- Schedule appointment through the candidate portal
- Ensure LaparoBowl and Trainer availability – schedule dedicated time/space at your hospital
- Insert 1-2 additional ports in the top cover of the Lap Trainer  
Before the test, ensure you have read the task instructions and watched the task instructional videos.
- It is your responsibility to understand how to perform the 5 exam tasks. The proctor's role is limited to administering and ensuring the integrity of the test and will not be able to answer any questions regarding the set up or the performance or grading of the exam tasks.

### Test your ZOOM Video Setup –

You will need the ZOOM Desktop Client and ZOOM Smartphone Client

To download the Zoom desktop client:

1. In your internet browser, enter <https://zoom.us/>.
2. At the top-right of the page, click **RESOURCES** then click **Download Zoom Client**.  
You can also directly access the [Download Center](#).
3. Under **Zoom Client for Meetings**, click the **Download** button.  
At the bottom left of your screen, the Zoom installer (ZoomInstaller.exe for Windows, zoomusInstallerFull.pkg for macOS, or the 32-bit/64bit Linux installer) will automatically start downloading the Zoom desktop client. If downloading doesn't start, double-click the Zoom installer to begin the desktop client install.  
**Note:** After the Zoom desktop client installation is complete, a Zoom icon will appear on your desktop.
4. Complete the installation process.  
For more information on Linux or macOS installation, please visit the Support articles on installing the Zoom application on [Linux](#) or [macOS](#).
5. Double-click the Zoom desktop icon to [begin using Zoom](#).

How to create a test video call (Desktop Client)

1. Visit <http://zoom.us/test>.
2. Click the **Join** button to launch Zoom.  
You will be redirected to launch the meeting from the browser:
  - If you have the Zoom desktop client installed on your computer, click **Open Zoom.us** to launch Zoom.
  - If you don't have the Zoom desktop client installed on your computer, click **download and run Zoom** to download, install, and then run Zoom.
  - If you cannot download or run the Zoom desktop client on your computer, click **join from your browser**.

3. The Zoom test meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu, or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.
4. If you don't hear an audio reply, use the drop-down menu, or click **No** to switch microphones until you hear the replay. Click **Yes** when you hear the replay.
5. Click **Join with Computer Audio**.
6. Click **Join with Computer Audio** to join the test meeting with the selected microphone and speakers.  
Note: You will join the Zoom test meeting as an attendee.

## **DAY OF EXAM (at least 30 minutes prior to appointment)**

- Connect laptop to trainer.
- Setup your smartphone on a tripod
- Be sure the ZOOM Client for your Desktop and Smartphones are installed.
- Have all above listed instruments and materials within reach
- **DO NOT OPEN YOUR TEST KIT UNTIL INSTRUCTED BY THE PROCTOR**
- Click start exam in your candidate portal
- If at the time of your exam, you do not have the required items, you will be charged a fee to reschedule the test.