

Instructions on Using Lateran AI

Version: 04/02/2026

1. **Lateran AI** is an online test software that integrates multiple functions, such as displaying test problems, enabling test takers to submit solutions, and monitoring test takers' actions on their computers during the test.
2. **Lateran AI** can detect and record any unauthorized actions, such as using ChatGPT or opening any unauthorized documentation.
3. **Lateran AI** runs only while the test is in progress. It stops running outside the test time window.
4. **Lateran AI** works on Windows and Mac operating systems only. You must use one of these two operating systems during the test.
5. Test takers cannot create their own usernames and passwords. These are controlled and managed by the test administrator. This ensures that each test is accessible only to eligible participants.
6. Once your username and password are created, you will receive an email from DoNotReply@test.lateran.ai with the subject line:
"Welcome to LateranAI — Your Account Details."
If you cannot find this email in your inbox folder, it is very likely it goes to your spam folder.
7. In the email, please click the **"Download"** button to download the software to your computer, and then install the software.
8. Log into your account using the username and password provided in the email.
9. If no test is assigned to you, or if a test has ended, the right side of the app will display the message **"No Upcoming Test."**
10. Once a test is assigned to you but has not started yet, the right side of the app will display **"UPCOMING SESSION"** along with the test name.
11. Once a test begins, the user interface will switch to the test mode. There will be a menu bar on the left where you can access the problem set file, the solution submission file, and all other files provided by the test manager.
12. All URLs in the problem set and the solution submission file are **non-clickable**. You must copy and paste them into your browser to open them.

13. If you see any clickable URL in the app (we try our best to avoid it happen), **do NOT click it**. If you click it, you may not be able to return to the test page.

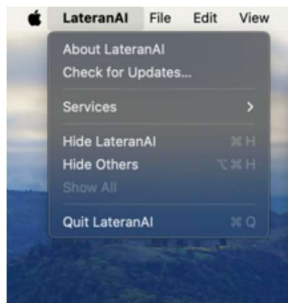
14. After the test ends, the app will automatically stop running.

15. It's important to ensure you are running the latest version of Lateran AI to ensure smooth test experience and to avoid potential proctoring integrity issues.

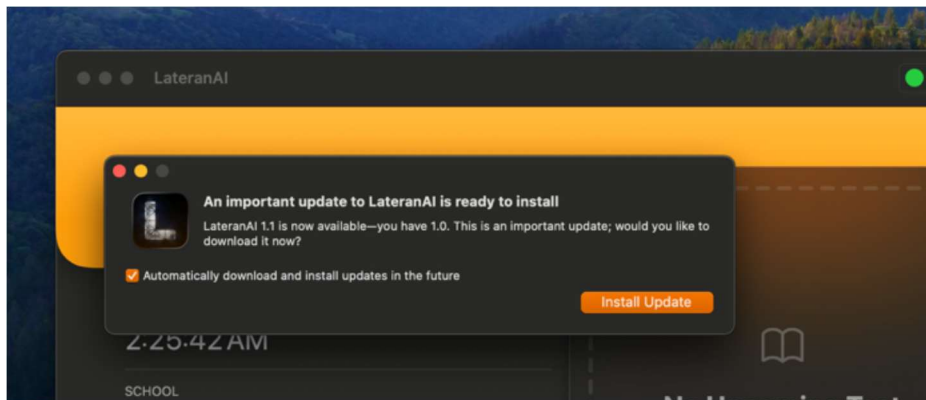
Please run these steps frequently before your test or when requested.

macOS

(1) In the menu bar, click **LateranAI > Check for Updates...**



(2) If an update is available, you will see an alert:



Important: If you see an error “LateranAI can’t be updated if it’s running from the location it was downloaded to.”, please manually reinstall the latest version from lateran.ai/download.

(3) Click on **Install Update**

(4) Upon the completion of the update, in the menu bar, click **LateranAI > About LateranAI** to verify that the update was successful. In this case, you should see Version 1.1 (5).

Windows

(1) Close all LateranAI windows.

(2) Reopen LateranAI. If an update is available, it will be automatically downloaded and installed. You may have to authorize administrator access.