



Republic of the Philippines
Supreme Court
Manila

OFFICE OF THE 2024 *SHARI'AH* BAR CHAIRPERSON

SHARI'AH BAR BULLETIN No. 5

**GENERAL GUIDELINES ON
THE DIGITALIZED *SHARI'AH* BAR EXAMINATIONS**

Consistent with the Supreme Court's (**Court**) continued pursuit of Bar reforms, the Court shall adopt the use of Exemplify for the 2024 *Shari'ah* Bar Examinations (**SBE**), similar to the Philippine Bar Examinations. Exemplify is a secure computer-based program to be installed in the examinees' laptops to allow them to take the 2024 SBE digitally while being physically present in their respective local testing centers (**LTCs**).

Device and Operating System Requirements for Exemplify

All examinees must bring a laptop during the two days of the SBE. It is important that the examinees are familiar with using their laptops, which should be in good working condition and must meet the following basic specifications: Wi-Fi enabled, with built-in keyboard, functioning trackpad, integrated display monitor, and a healthy and fully charged battery. The examinees must also bring their laptop chargers to the LTC.

Examinees are requested to refrain from bringing and using external gadgets and computer accessories because the allotted desk space is sufficient for only one laptop.

Smartphones, tablets, and the like are **prohibited**.

The software versions that will be used for the 2024 SBE are as follows: **Exemplify 3.4.6 for Windows**, compatible with the 64-bit versions of Windows 10 and Windows 11, but not with their alternate versions like

Windows RT and Windows 10 and 11 S; and **Exemplify 3.4.4 for macOS**, compatible with macOS Monterey, Ventura and Sonoma, but not the server version of Mac OS X. The prescribed minimum system requirements and compatible operating systems may be accessed [here](#).¹

Downloading and Accessing Your Exemplify Account

Qualified applicants shall be given their own individual Exemplify accounts.

An e-mail containing detailed instructions on account credentials and how to download and access Exemplify accounts shall be sent to each examinee’s BARISTA-registered e-mail address by April 11, 2024.

The examinees are required to install the compatible version of Exemplify on their respective laptops **not later than April 12, 2024**. They must closely monitor the Inbox and Spam folders of their respective BARISTA-registered e-mail account on or before said date to verify receipt of this correspondence. If no such e-mail is received by said date, they should report the matter via the 2024 *Shari’ah* Bar Helpdesk of the Office of the Bar Confidant under the “Exemplify – Technical Issues” section.

Taking the Sample Examinations

To ensure compatibility between the examinees’ laptops and Exemplify, and to help them become familiar with its mechanics, two sample examinations will be provided. In taking these examinations, examinees are advised to use the laptops that they intend to use during the actual SBE. The details on each sample examination are indicated below:

Sample Examination	When available for download	When to take the Sample Examinations
First Sample Examination	April 13, 2024	This will be conducted <i>asynchronously</i> and will be accessible until May 1, 2024. This sample examination is optional .

¹ For ease of reference, the full site address of Exemplify’s minimum requirements is <https://examsoft.com/resources/exemplify-minimum-system-requirements/>.

Sample Examination	When available for download	When to take the Sample Examinations
Second Sample Examination	April 14, 2024	<p>This will be conducted <i>asynchronously</i> and must be taken and submitted no later than April 20, 2024. This sample examination is <u>mandatory</u>.</p> <p>Failure to take the Second Sample Examination will result in the deactivation of the Exemplify account of the non-complying examinee.</p>

Based on the conduct of the Philippine Bar Examinations, the examinees are highly encouraged to do the following before the examinations:

1. Disable all antivirus softwares installed in the laptop during the two days of the SBE. These may be re-enabled at the end of every afternoon examination.
2. Uninstall all unnecessary software to avoid program conflicts or technical issues.
3. Turn off automatic system updates.

For the guidance and information of the 2024 SBE applicants.

April 2, 2024


MARIA FILOMENA D. SINGH
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 Chairperson, 2024 *Shari'ah* Bar Examinations