

Getting Remote Proctoring Setup in Your VU Course

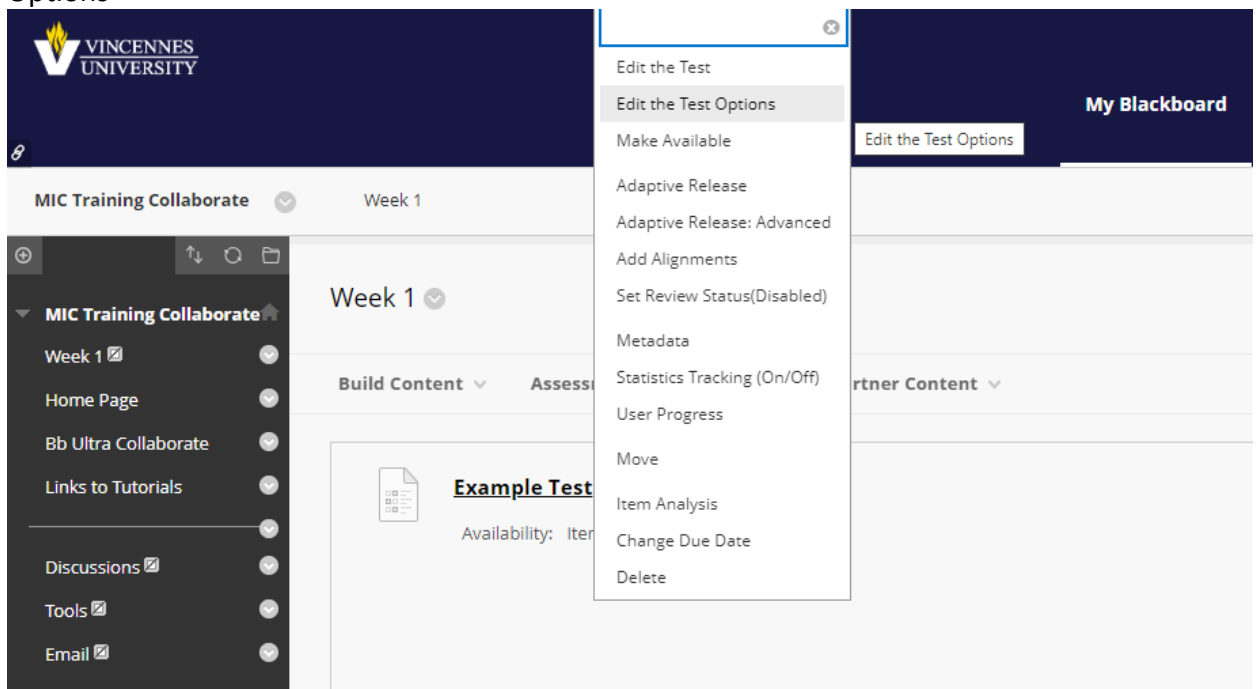
What it is

Proctorio is a tool that can be used to aid in remote testing. There are two main components:

1. Lockdown browser: These options help ensure that a student is using their computer exclusively for an exam during the assessment. This component is free for students.
2. Remote monitoring: These options are used to record audio and/or video, of both a student and their environment, during the exam. The Proctorio software analyzes the recording and flags suspicious behavior for review by authorized personnel at the university. If these options are utilized, each student must have the appropriate equipment (webcam, microphone, etc.).

How to use it

- You (and your students) must be using Google Chrome for setting up and administering the exam. You can download it for free here: <https://www.google.com/chrome/>
- You (and your students) must also install the Proctorio Google Chrome extension. You can download it for free here: <https://getproctorio.com/>
- At this point, if you are currently logged in to Blackboard, you may need to log out and log in again in order to use Proctorio.
- Using Google Chrome, with the Proctorio extension installed, navigate to the desired test, click the down arrow to the right of the test name, and select “Edit the Test Options”



- At the bottom of the page, you should see a section labeled, “PROCTORIO SETTINGS”

Randomize Questions

Randomize questions for each test attempt.

PROCTORIO SETTINGS

Remote Proctoring

- If you check the box next to “Remote Proctoring,” additional options should be displayed

PROCTORIO SETTINGS

Remote Proctoring

▼ *Hide Proctorio Settings*

▼ Saved Profiles

You have not saved any profiles yet :(

Saving Proctorio settings profiles allows you to apply your favorite exam settings with a single click.

▼ Proctorio Exam Settings

Exam settings can not be changed once the first test taker has started the exam.

- Select your desired options and click the “Submit” button to save your changes. “(Secure Browser)” will be appended to the name of your test.
- To learn more, visit <https://proctorio.com/>