

# Proctorio

May 27, 2020

What do you  
hope  
Proctorio can  
do for your  
final exam?

**A**

Lock student screens so  
they don't Google  
answers

**B**

Record students taking  
the exam and let me  
know if they are cheating

**C**

Replicate an invigilated  
exam online

**D**

Prevent students from  
sharing answers

# Objectives

By the end of this session, you will be able to:

- **Make** an informed decision about using Proctorio for your final exam
- **Decide** what options to consider when using Proctorio on Canvas
- **Set up** an online proctored exam

## What is Proctorio?

**Proctorio** is an online remote proctoring service hosted in Canada and integrated with Canvas. With Proctorio, each student's exam session is recorded with video and audio, along with screen and keyboard activity, to promote exam integrity.

## Why use Proctorio?

Proctorio can help preserve **exam integrity** by:

- Recording students' video, audio, screen, and/or keyboard activity during an exam.
- Requiring identity verification from each student before an exam.
- Restricting what students can do on their computers during exams (e.g., accessing other applications, websites, and browser windows/tabs).

## When online proctoring may not be recommended?

Proctorio may not be recommended for the following:

- Students who don't have a **desktop** or **laptop computer** or webcam
- Exams where students work together (exception for 2-stage exam that could be split in two)
- Open book or essay exams

In these cases, you may want to consider **alternatives** for your online exams (i.e. LockDown Browser, different type of assessment).

# What do I need to set up Proctorio?

1. **Google Chrome** web browser, check latest version at: <https://www.google.com/chrome/>
2. Install the **Proctorio Chrome** extension: <https://getproctorio.com/>
3. Make sure you have a Canvas course set up
4. The **Secure Exam Proctor** enabled in your Canvas course
5. The exam developed as a **Classic Quiz**

# What must students have to take a Proctorio exam?

1. A **desktop or laptop computer** (mobile devices will not work)
2. The **Google Chrome web browser** with Proctorio Chrome extension installed on their computer
3. A working **webcam** (if you plan to record video) and **microphone** (if you plan to record audio)
4. A clear photo identification (e.g., UBCcard).

## Other considerations

Students must complete the exam in a private, quiet, well-lit location with access to a reliable Internet connection.



# Set up Proctorio

# STEP 1: Proctorio Chrome extension & Canvas

## 1. Open Google Chrome:

- Install the **Proctorio Chrome** extension:  
<https://getproctorio.com/>

## 1. In Canvas:

- Enable **Secure Exam Proctor**
- Create or edit a **Classic Quiz**

## STEP 2: Quiz Details

- Under **Quiz Restrictions**, check **Enable Proctorio Secure Exam Proctor**
- The **Proctorio Settings** tab appears

### **Before the Exam:**

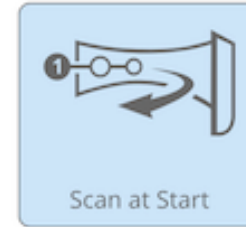
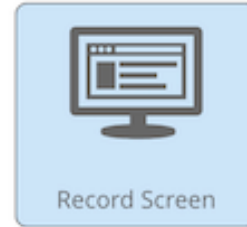
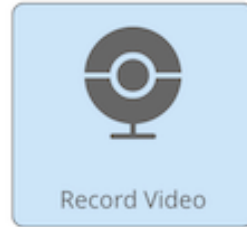
- Set up a **Time Limit** (e.g. 60 minutes)
- Add extra time in the **Available from - Available until** section for students:
  - to complete verification checks (ID, 15-second room scanning)
  - to have sufficient time to go back to quiz in case of technical problems

# STEP 3: Proctorio Settings

## ▼ Proctorio Exam Settings

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

### ▼ Recording Options



These options determine what information will be recorded during the exam.

### ▼ Lock Down Options



These options determine what will be restricted during the exam.

# STEP 3: Proctorio Settings

## ▼ Verification Options



Verify Video



Verify Audio



Verify Desktop



Auto ID Check



Verify Signature

These options determine what will be verified prior to the exam.

## ▼ In-Quiz Tools



Calculator









Whiteboard

These options determine what tools the test taker will have access to during the quiz.

# STEP 3: Proctorio Settings

## ▼ Proctorio Behavior Settings

 <p><b>Recommended</b></p> <p>Behavior settings recommended by Proctorio, based on the exam settings</p>	 <p><b>Lenient</b></p> <p>Multiple behavior violations are required to trigger suspicion</p>	 <p><b>Moderate</b></p> <p>Some behavior violations will trigger high suspicion levels</p>
 <p><b>Group Exam</b></p> <p>Allows multiple test takers and increased audio activity</p>	 <p><b>Open Note</b></p> <p>Allows other applications and looking off screen</p>	 <p><b>Custom</b></p> <p>Set custom severity levels for behaviors</p>

These behavior settings allow you to set the weight of suspicious behaviors using preset configurations.

# STEP 3: Proctorio Settings

## ▼ Proctorio Exam Metrics

Abnormalities compare one test taker's actions to the rest of the exams in the class. This will highlight statistically significant differences in a test taker's behavior.

### Computer Based Abnormalities



Computer Based abnormalities track test taker interaction with the quiz page

# Proctorio Gradebook



## Proctorio Gradebook

- Displays high level information about each remotely proctored exam with visual indication of what should be investigated further.
- **Behavior preview:** small timeline that shows suspicion levels throughout an exam attempt as red, yellow or green.
- **FERPA controls** available from **Display Options** tab (ID, names, grade, video, screen, geo-location can be turned off).

# Student Experience

# Before you Begin

This exam will be monitored by [Proctorio](#). Here's what you should know:

## During the exam, the following will be restricted:

- Any loss of network connectivity and the exam will end automatically, please make sure your current connection is stable during the entire exam.
- Your **clipboard** will be disabled during the exam. Copy and paste functions will not work and your **current clipboard will be emptied**.
- You will not be able to begin the exam until you **disconnect additional screens or monitors**.
- You will not be allowed to **right click** the exam.
- You will not be allowed to **download or save** any external files during the exam.

## The following information will be collected during the duration of the exam:

Your webcam • Your physical location • Your clipboard • Your mouse location • Your browser size • Your browser tabs and windows • Your head movements • Your eye movements • Your mouth movements • Any other applications running • Number of display screens connected

The results of your actions may result in policy violations, at this institution's discretion.

### Accessibility options:

[Enable high visibility mode.](#)

[Learn more about Proctorio's approach to Accessibility.](#)

# Support for Students

- Student Guide
- You as instructor, prior to the exam
- Proctorio Live Support

# Key Considerations

## Key Considerations

- Be **clear** and **specific** about your intent
- Ask about **student needs** prior to the exam
- Set up a no-stakes **practice exam** to students to test their webcam, audio, and go through the identification check.
- Complete the exam settings **before** the exam starts
- Provide additional time to students (e.g. 5 min to complete identification check)

Find out more at <https://keep-teaching.ubc.ca/faq/#assignments-assessments>

# Instructor Template

- Instructions for students can be added in Quiz description field (Chrome extension, webcam, etc.)
- Tech check information for students before the exam

Find out more at <https://keep-teaching.ubc.ca/faq/#assignments-assessments>

Questions?



# Support

## For instructors:

- Your ISS Support Unit
- The LT Hub
- [Keep Teaching Virtual drop-in](#)

## For students:

- Proctorio Live Support

Find out more at <https://keep Teaching.ubc.ca/faq/#assignments-assessments>