Introduction to e-Proctoring

Record+ (ProctorU)

HOUSE KEEPING INFORMATION: ePROCTORING

PIC

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Record or Record+

proctorU

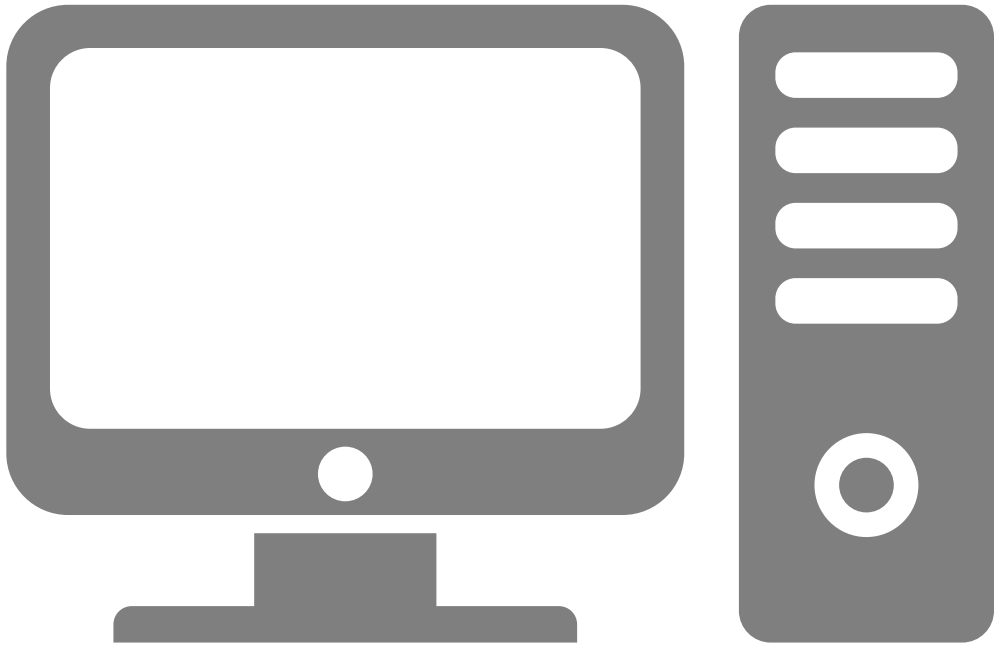
Review+

Life+

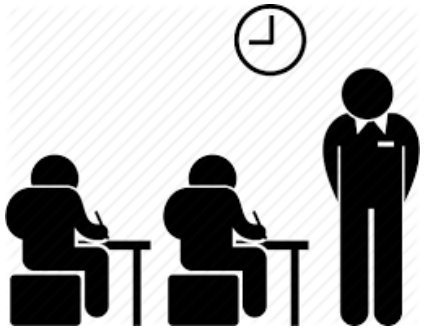
https://olc.utm.my/

ONLINE LEARNING

- Introduction to eProctoring
- Best practices automated proctoring with ProctorU
- Exam creation in ProctorU



INTRODUCTION TO ePROCTORING

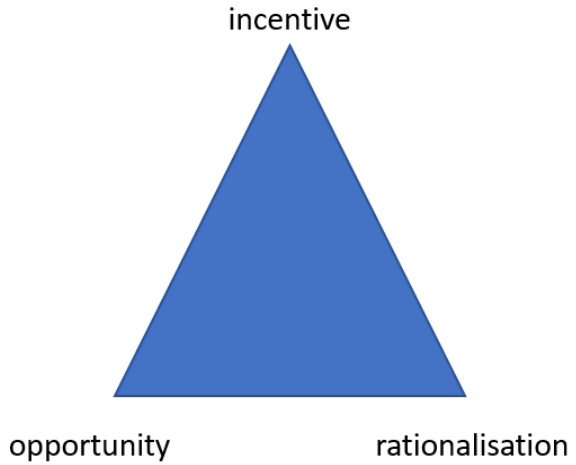


Proctoring = Invigilation:

"Watching people taking a test to make sure they don't cheat"

Cheating:

- Using prior knowledge of test content
- Getting test answers by illicit means
- Impersonation or substitution
- Copying
- Recording test content & responses



The cheating triangle: (D'Souza, 2017)

INTRODUCTION TO ePROCTORING

Online (or Remote) Proctoring:

- Using a person and/or system to support invigilation
- Where the proctor is not physically present
- Uses online connectivity to observe/ analyse/ recor
  taker behaviour

"The internet didn't invent dishonesty" (Berkey 2015)

INTRODUCTION TO ePROCTORING

Where does eProctoring comes from? - It builds on ProctorU system:

Some benefits:

- Fast results
- Auto marking
- Analytical feedback
- No print/shipping costs
- More secure (fewer people in delivery chaii .,
- Offers flexibility & choice

Much emphasis on design of online learning, much less on e-invigilation (Ketab, 2015)

INTRODUCTION TO ePROCTORING

Types of Online Proctoring

- Live online proctoring and/or
- Recorded proctoring and/or
- Fully or semi-automated proctoring

INTRODUCTION TO ePROCTORING
(Overall steps for candidate)

1. Exam ordering

2. Exam preparation
(Compatibility checks, informational videos)

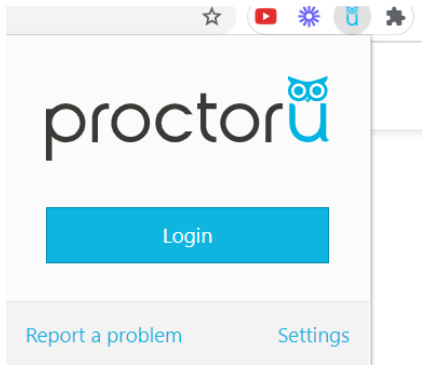
3. Onboarding
(Semi-automated onboarding, Proctor assisted)

4. Exam taking
(Complete lockdown, Candidate monitored)

5. Results
(Report & Auditing)

QUESTION?

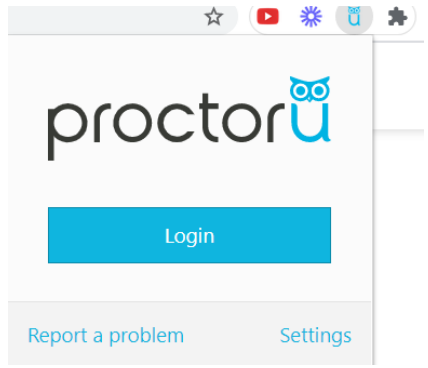
BEST PRACTICES
Automated Proctoring with ProctorU



REQUIREMENTS

- Make sure you have a ProctorU instructor account
- You can create one at https://go.proctoru.com
- Install the ProctorU extension for either Google Chrome or Mozilla Firefox
- Either can be downloaded from *https://www.proctoru.com/firefox* or *https://chrome.google.com/webstore/detail/proctoru/goobgennebinldhonaajgafidboenlkl*

BEST PRACTICES
Automated Proctoring with ProctorU



REQUIREMENTS

- Login into your ProctorU account through the extension

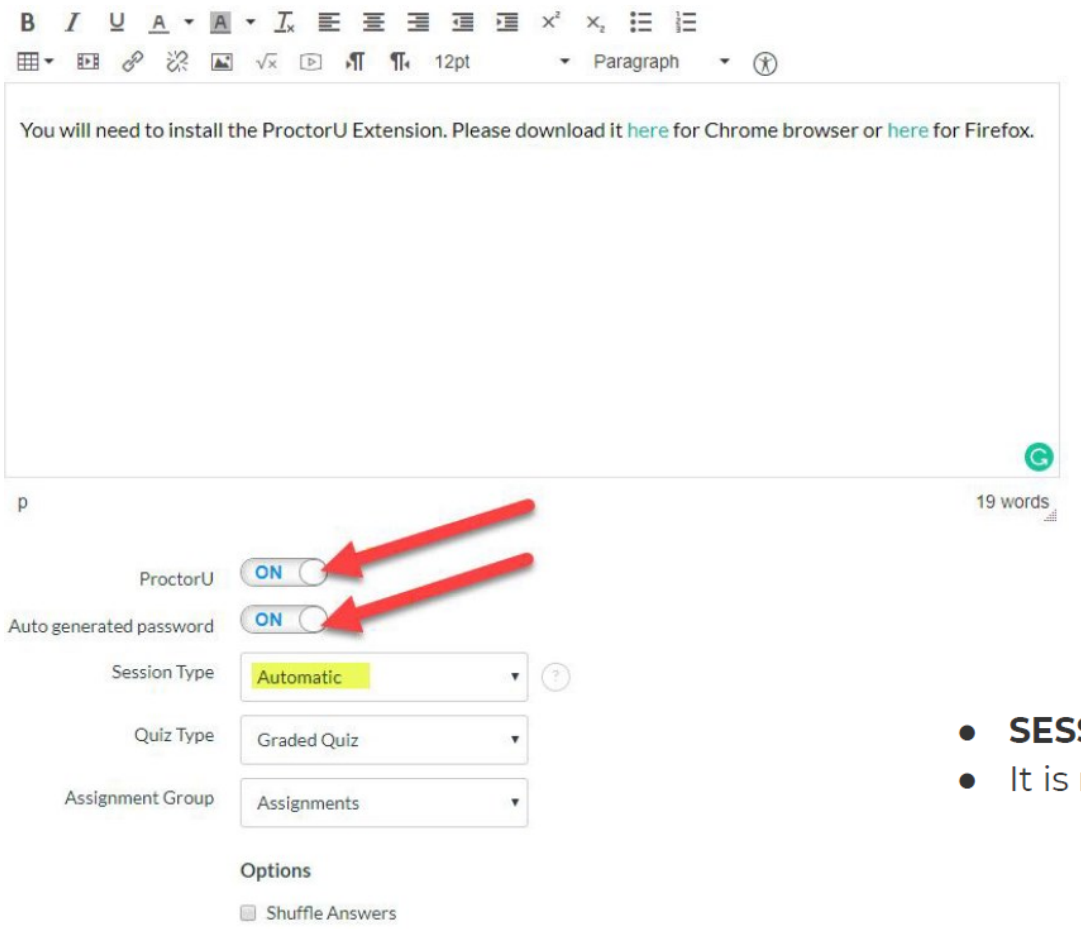
Any edits to your exam without the ProctorU extension present could result in exam syncing issues.

BEST PRACTICES
Automated Proctoring with ProctorU

SETTING in UTM ELEARNING

- Once you are logged in to ProctorU and are creating or editing an exam/quiz in your LMS, proctoring settings become available.
- All settings you select will be transferred to ProctorU automatically

BEST PRACTICES
Automated Proctoring with ProctorU

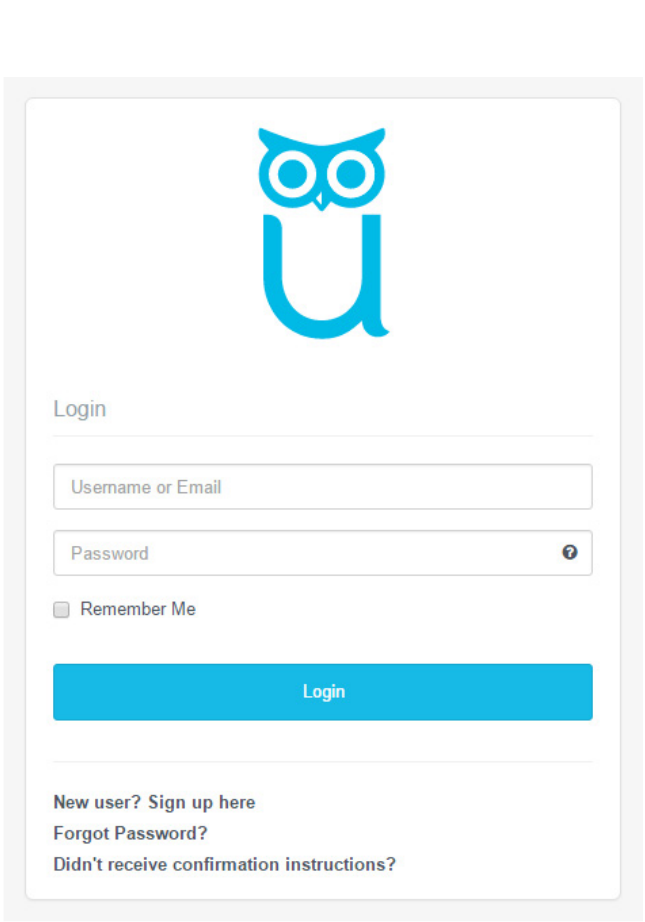


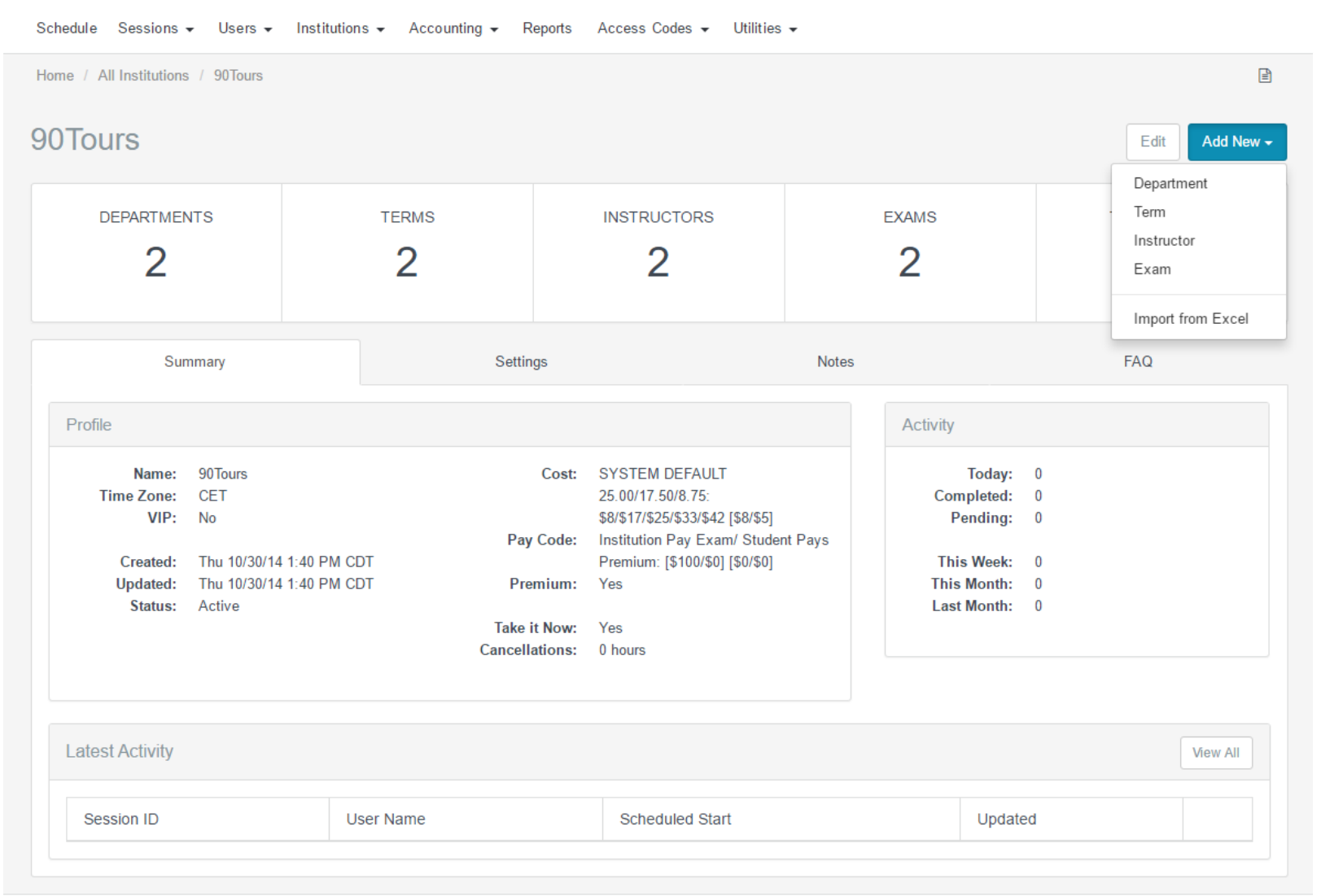
- **SESSION TYPE** should be set to **AUTOMATIC**.
- It is recommended to turn on **AUTO GENERATED PASSWORD**.

QUESTION?

EXAM CREATION
Adding An Exam

- An exam must be added to the ProctorU system in order for test-takers to schedule an exam via ProctorU.
- To set up an exam instructors may use the integrated form within their ProctorU account.
- First, instructors log in to their ProctorU and click on the exam tab at the top to list available exams
- Instructors click the blue Add New button to open a drop down menu and select Exam, opening a new screen where instructors provide exam appointment details

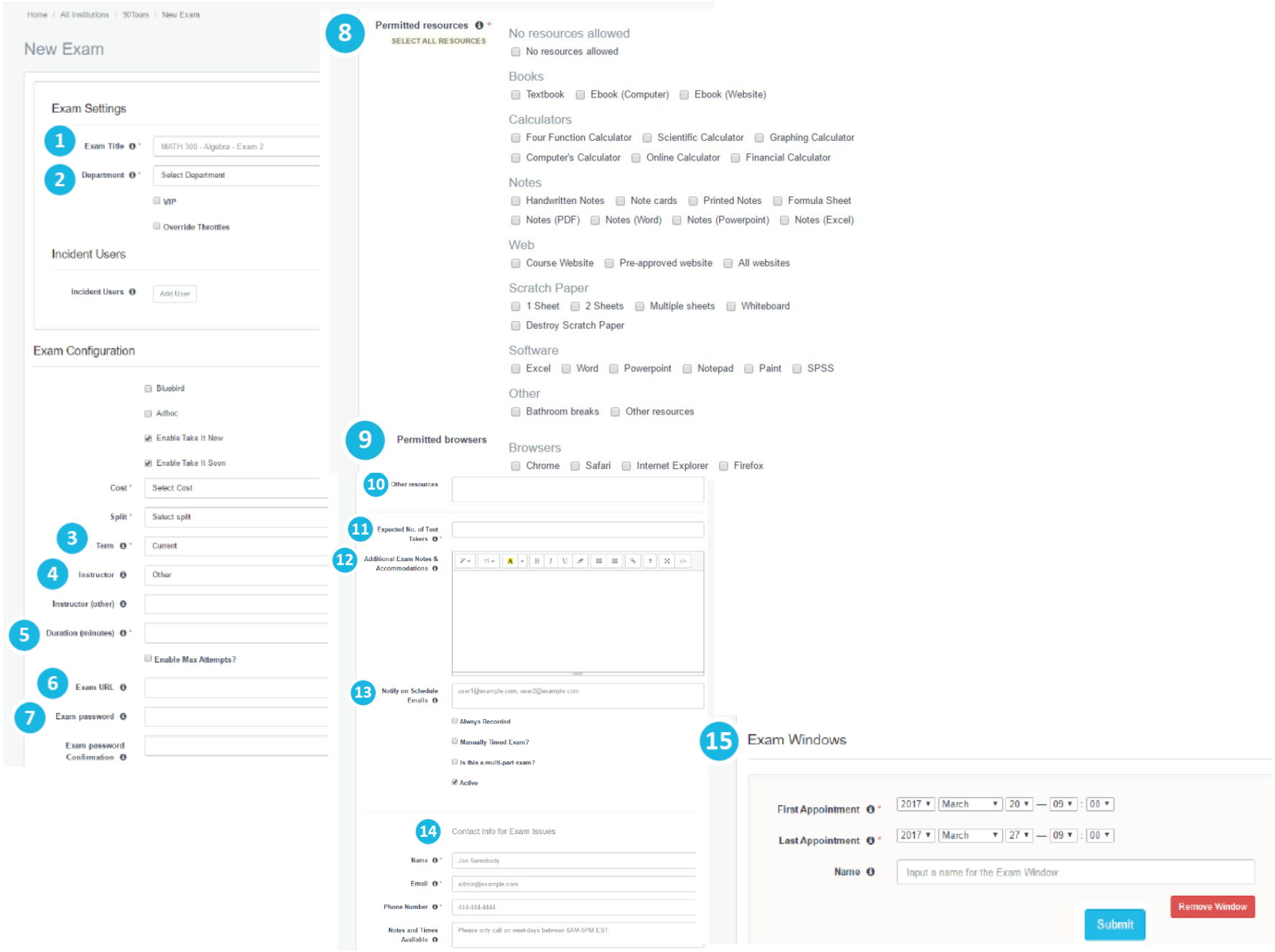

Login
Username or Email
Password
Remember Me
Login
New user? Sign up here
Forgot Password?
Didn't receive confirmation instructions?


Schedule
Sessions
Users
Institutions
Accounting
Reports
Access Codes
Utilities
Home / All Institutions / 90Tours
90Tours
Edit
Add New
Department
Term
Instructor
Exam
Import from Excel
DEPARTMENTS
2
TERMS
2
INSTRUCTORS
2
EXAMS
2
Summary
Settings
Notes
FAQ
Profile
Name: 90Tours
Time Zone: CET
VIP: No
Created: Thu 10/30/14 1:40 PM CDT
Updated: Thu 10/30/14 1:40 PM CDT
Status: Active
Cost: SYSTEM DEFAULT
25.00/17.50/8.75:
$8/$17/$25/$33/$42 [$8/$5]
Pay Code: Institution Pay Exam/ Student Pays
Premium: [$100/$0] [$0/$0]
Premium: Yes
Take it Now: Yes
Cancellations: 0 hours
Activity
Today: 0
Completed: 0
Pending: 0
This Week: 0
This Month: 0
Last Month: 0
Latest Activity
View All
Session ID
User Name
Scheduled Start
Updated

Instructors can specify the following details:

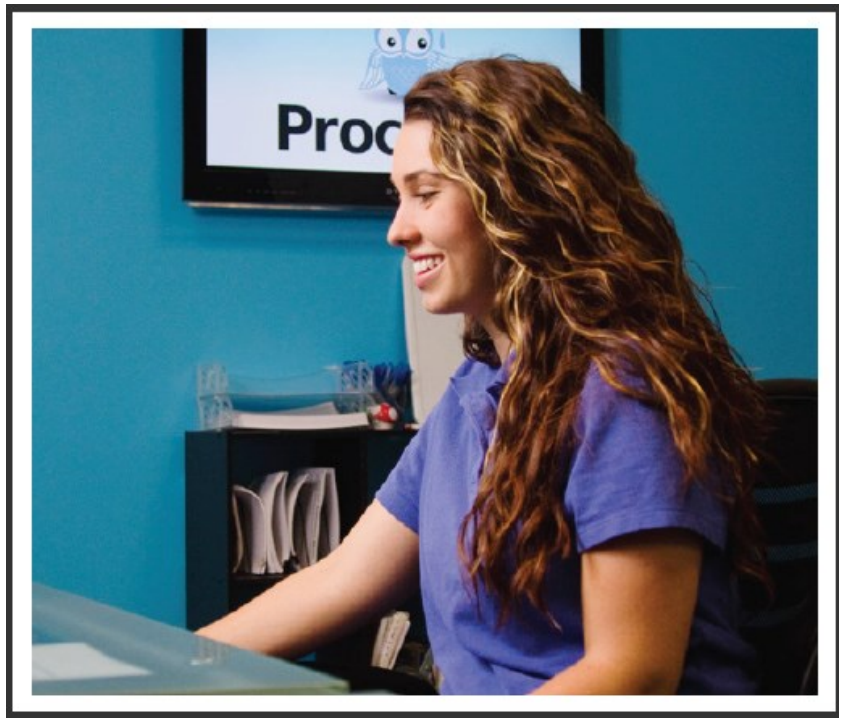
* Denotes required field

1. **Exam title***
2. **Department***
   (e.g., English, math, accounting, etc.)
3. **Term***
   (e.g., Fall 2014, Spring 2015, etc.)
4. **Instructor**
   (Select a current instructor or add an instructor's name.)
5. **Duration (in minutes)***
6. **Exam URL (location)**
7. **Exam password**
8. **Permitted resources checkboxes***
   (e.g., scratch paper, calculator, eBook, textbook, etc.)
9. **Permitted browsers**
10. **Other allowed resources**
11. **Expected no. of test-takers***
12. **Additional exam notes & accomodations**
    (e.g., ADA, extended times, etc.)
13. **Notify on Schedule Emails**
    (i.e., emails of personnel notified when a test-taker schedules an examination)
14. **Contact Info for Exam Issues***
    (i.e., the institution contact for exam issues)
15. **Exam Windows***



EXAM CREATION
Adding An Exam

- After completing the exam form, administrators receive a notification that the exam has been sent for review.
- ProctorU's assessment services review the exam information and enter it into the system. Instructors are notified when the exam has been activated.
- Exam details and accuracy can be reviewed within the ProctorU administrative account.
- Test-takers may begin scheduling appointments. The administrative account also provides access to records of proctored exams.



Have Questions?

If you have further questions, please contact an assessment services representative at

passwords@proctoru.com

User Exam Day Preparation – Record+

Believe it or not, your candidates success starts with you!

https://www.proctoru.com/auto-resource-center

Encourage testing out equipment prior to test day

Be in a private, well lit location free from any other people

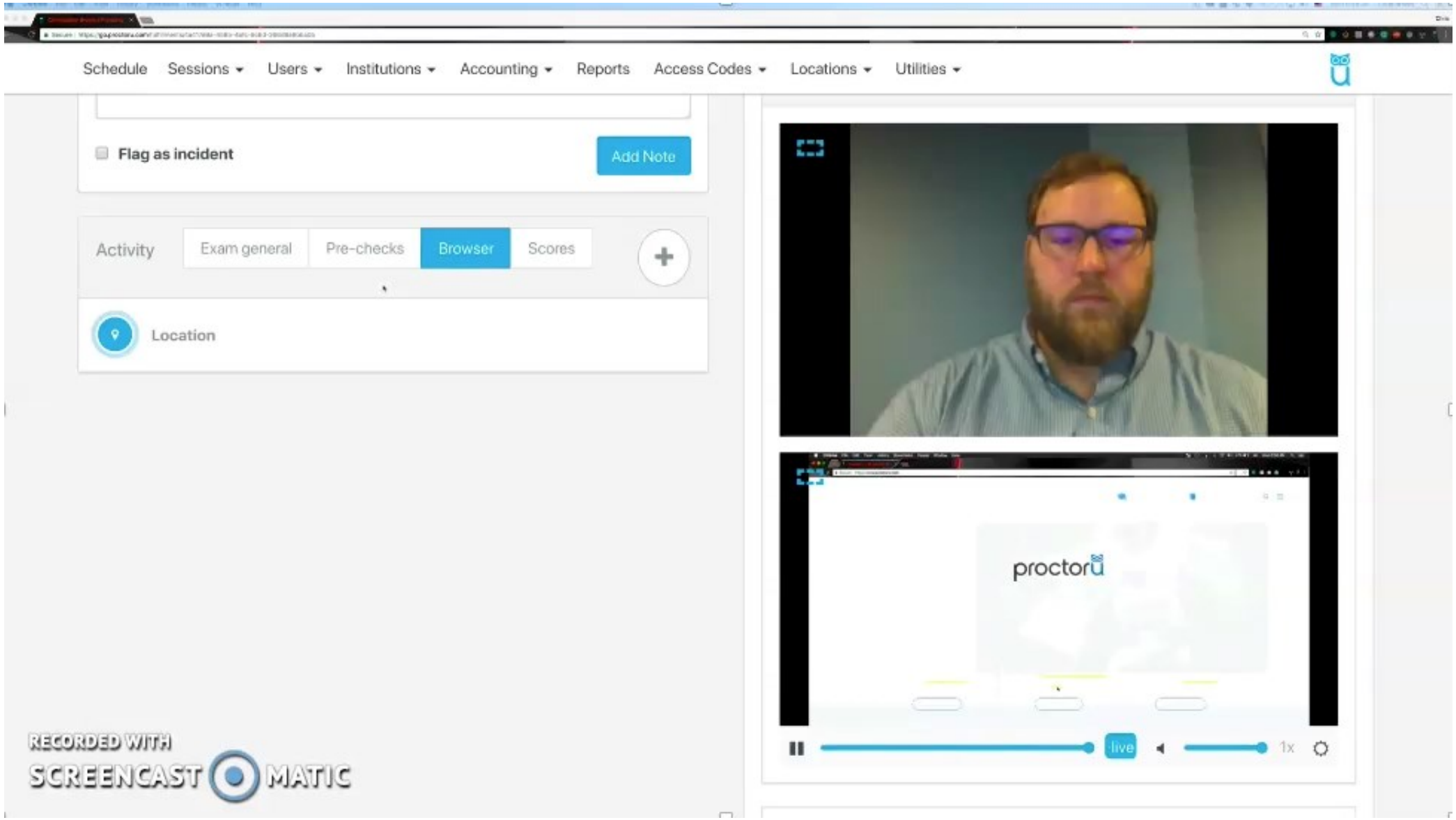
On a normal day, the start-up process will be between 5 and 15 minutes, and it does not take away from exam time.

Exam Day – Record+

- Log into LMS and find exam
- Test taker will select exam and ProctorU extension will populate exam password to allow entry
- Test taker will complete authentication steps (Profile photo, ID photo)
  - Proctor can verify after the fact upon review if included in service line
- Test taker will confirm exam rules

Exam Day – Record+

Post Exam Review – Record+



SHARING SESSION