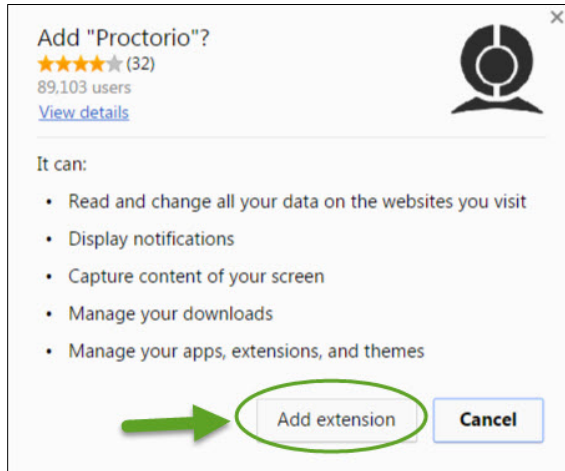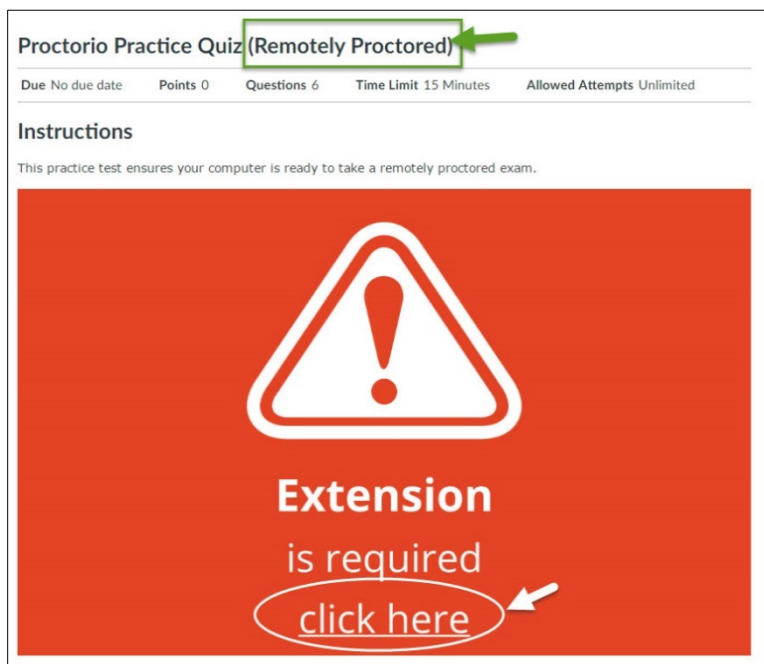# Proctorio: Secure Browser Student Guidelines

Proctorio is a digital proctoring solution for online exams that plugs into Canvas. Used in conjunction with the built-in Canvas quiz tool, using Proctorio helps to ensure the integrity of online quizzes and exams

1. With Proctorio, you are required to use Google Chrome and to install the Proctorio Chrome Extension. If you haven't already installed Chrome or the Proctorio Chrome Extension, go to https://get.proctor.io/. The extension is computer specific, so if you plan to take your exam on a different computer, you will have to load the extension again. When you load the extension, you will see this pop-up:

2. When entering a proctored quiz or exam, in title, you will see "(Remotely Proctored)" when Proctorio is used. If you haven't already successfully installed the Proctorio Extension, you will see the image below when you click on the exam title. If you select "click here" within the image, you will be prompted to install the extension. The quiz hasn't started yet, so don't worry about this cutting into the time allotted for the quiz.

3. When you select the "Take the Quiz" button, you will see instructions like the ones below. In this case, there are some things the student must do before starting the quiz. Those issues are in red.
Depending on how your instructor set up the quiz and your own computer set up, you may have to fix some issues.

Instructions

This exam will be monitored by **Proctorio**. Learn more.

Before you can continue, please do the following:

The lockdown settings enabled for this exam requires you to **enable incognito access**. click here to fix. Need help? Learn more.

Close all other browser tabs and windows. (2 tabs and 1 window still open). click here to do this for me.

Multiple display screens detected. Please disable all but **one** monitor. Need help?

During the exam, the following will be restricted:

- Your browser will be in **fullscreen mode** during the exam preventing you from opening any other programs. If you leave the exam, it will **end automatically**.
- 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 open new **tabs or windows** during the exam.
- You will not be allowed to **right click** the exam.
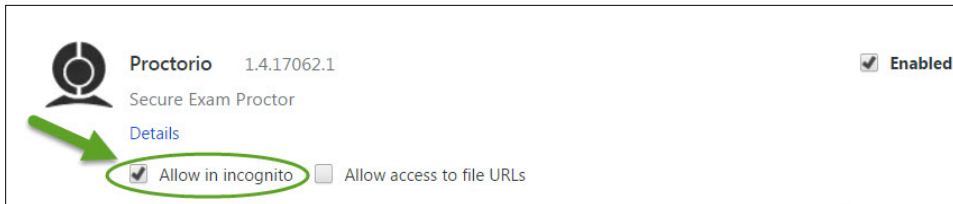- You will not be allowed to **print** the exam.

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

I, your name , certify I am the person whose name is associated with the login used in this learning management system. I understand the prohibited actions as described in the academic policy of this institution. I agree to the terms within the academic policy and understand the consequences for failing to comply.

♿ Enable accessibility mode (Ctrl+H).

Learn more about our approach to accessibility

[Fix errors to continue]

In the case above, first the student selected "click here" and was prompted to enable "Incognito." You may need to do this too. The goal is to remove all issues that are listed in red.

Proctorio 1.4.17062.1 ✔ Enabled

Secure Exam Proctor

Details

✔ Allow in incognito ☐ Allow access to file URLs

When your computer is Proctorio-ready, the button "Fix errors to continue" will be replaced with a button which states "Start exam pre-checks." Click that button to continue.

4. You will see the image below as Proctorio does a systems check of your computer. Select "Next" when you are ready to proceed:
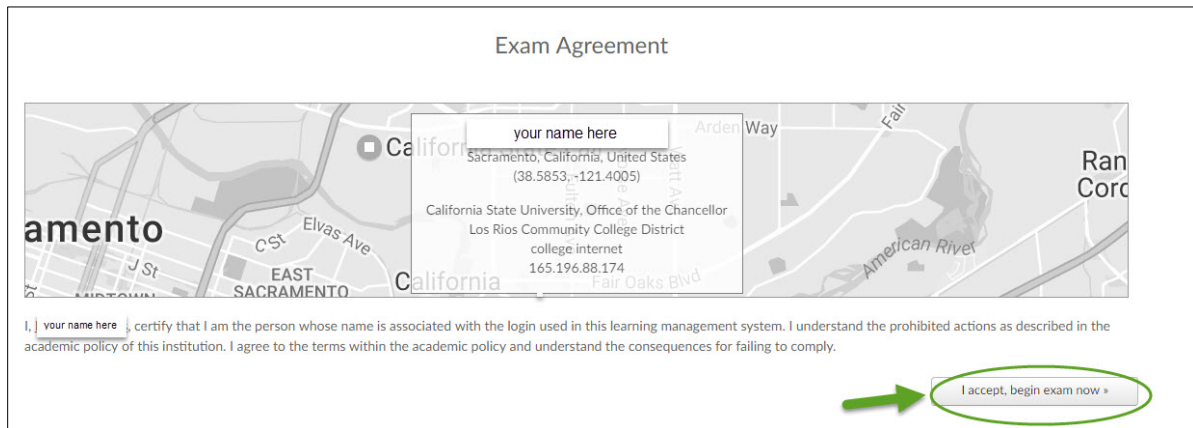
System Diagnostics Test

initial system checks passed

Your exam is about to begin.

👫 Go pee.

🥛 Get water.

🛋 Get comfy.

🏃 Get ready.

[Next ›]

5. Next, you will see the "Exam Agreement" page. Click "I accept, begin exam now" to start the exam.

6. You can now begin your exam. If you have any questions about Proctorio or difficulties in getting through issues prior to starting your exam, contact Proctorio. Select the shield icon in Chrome extension icon toolbar. See the image below. You can chat with Proctorio, look through their support documents, or call them. Select "Help and Support Center" to find their phone numbers or save these for later use: (480) 428-4089 or (866) 948-9248.

Proctorio: Secure Browser Guidelines for Students at American River College