

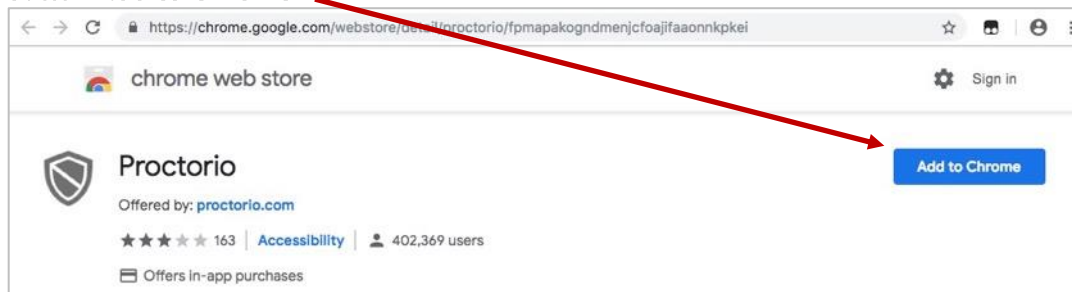


Canvas Quiz with Proctorio for Students

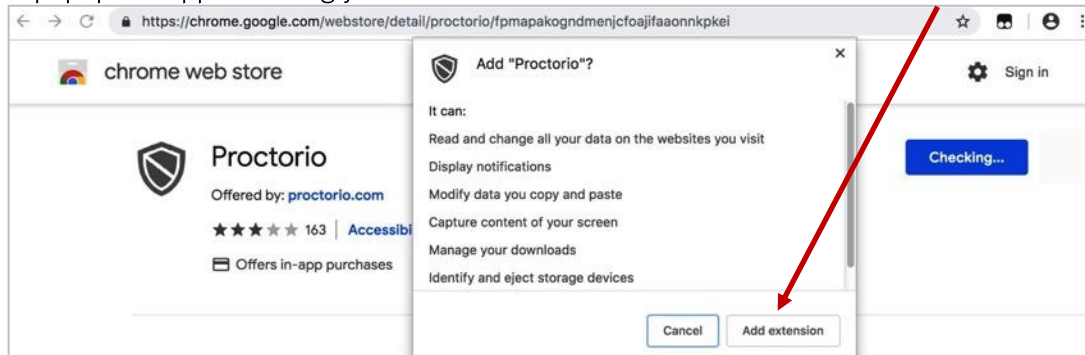
Proctorio is an artificial intelligence quiz invigilator software that is being used in some Canvas courses to ensure students complete online quizzes without referring to any unauthorized help. Proctorio can track what you do on the computer during the quiz, whether you are alone at the computer, and even whether your eyes leave the computer screen. Install Proctorio and then take the online quiz in Canvas as follows:

Installing Proctorio

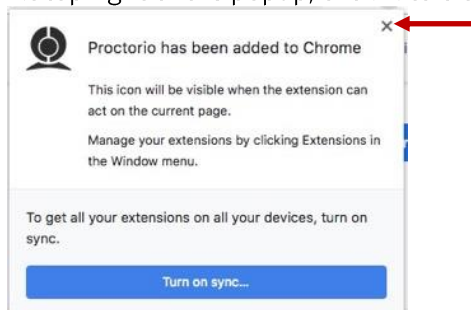
1. You must use Google Chrome. To add the Proctorio extension in Google Chrome, enter <https://chrome.google.com/webstore/detail/proctorio/fmpapakogndmenjcfajifaonnkpkei>
2. After reading the information about Proctorio, at the top right of the web page, click the blue button **Add to Chrome**.



3. A popup will appear asking you whether to Add "Proctorio"? Click **Add extension**.

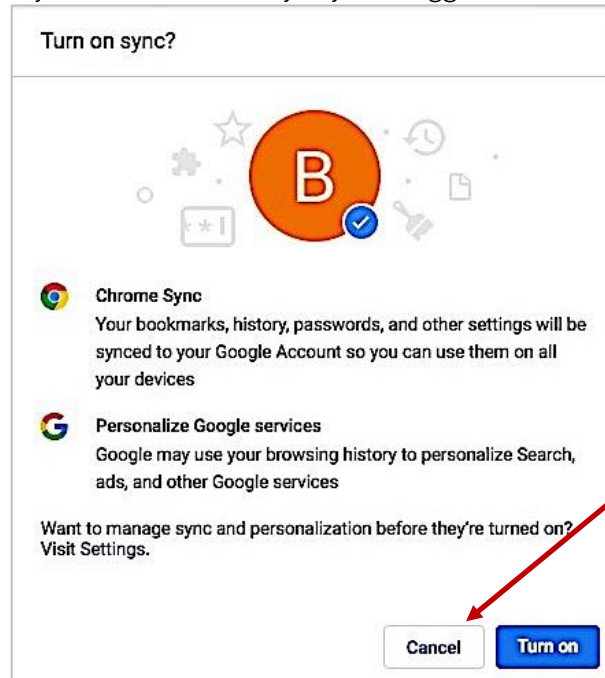


4. Once installed, if you are prompted to begin Desktop sharing, click **Okay**.
5. Another popup may appear, displaying "Proctorio has been added to Chrome... turn on sync" At top right of the popup, click X to close the popup.





6. You may see a popup window asking you to turn on Chrome Sync.
 - a. If you want to sync your Google Chrome settings to your Google Chrome account, then click the blue button **Turn on**.
 - b. If you do not want to sync your Goggle Chrome settings, click **Cancel**.



7. You will be prompted to add "ProctorExam Screen Sharing. Click **Add Extension**.



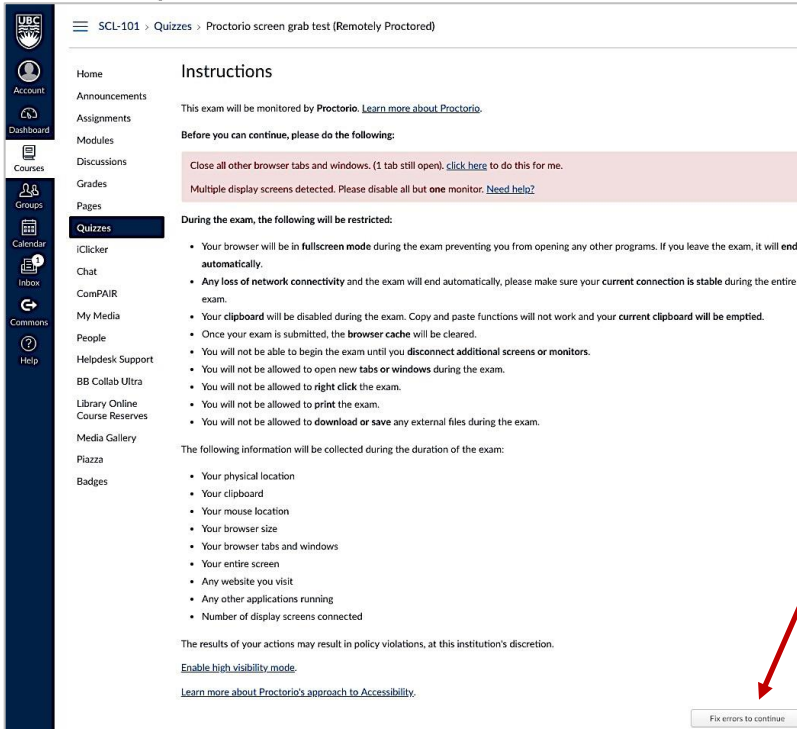
8. Your web browser is now ready for you to take the quiz in Canvas.

Taking a quiz that requires Proctorio

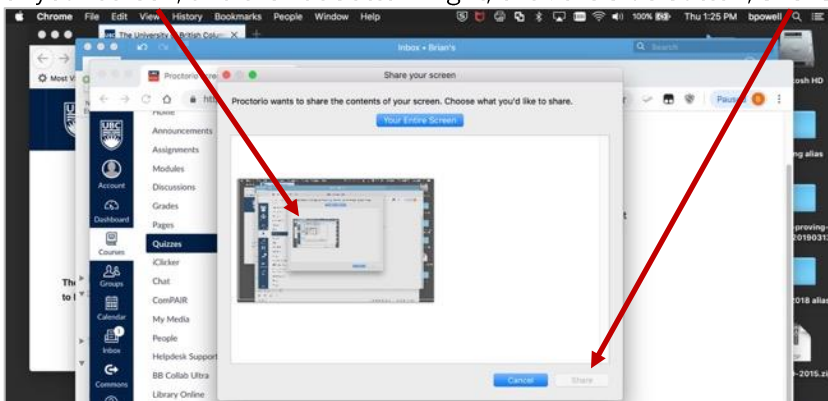
1. Using Google Chrome to access your Canvas course, click the online quiz name.
2. The quiz instructions page will appear, and will indicate that "this exam will be monitored by Proctorio".
 - a. If you a red graphic displays that Google Chrome is required, verify that you are using Chrome and that the Proctorio extension is installed and enabled.
 - b. If the red graphic displays "Invalid Setup contact your instructor", you will need to contact your instructor to resolve your computer setup before you can take the quiz.



- When ready, click the blue button, **Take the Quiz**.
- Follow the Proctorio instructions to close all other browser tabs and windows, and disconnect any other display screens.
- Proctorio instructions will list all the computer functions that will be disabled and what information Proctorio will record about your activity during the quiz.
- At the bottom of the Proctorio instructions, if you want enhanced text and graphic display, click **Enable high visibility mode**.
- At bottom right, click **Continue**, or click **Fix errors to continue**.



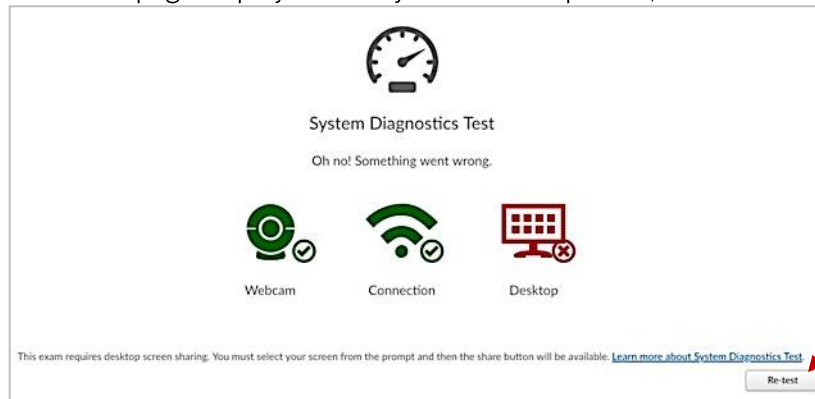
- A popup window with a screen capture of your desktop will appear and the request "Proctorio wants to share the contents of your screen. Choose what you'd like to share." Click the image of your screen, and then at bottom right, click the blue button, **Share**.



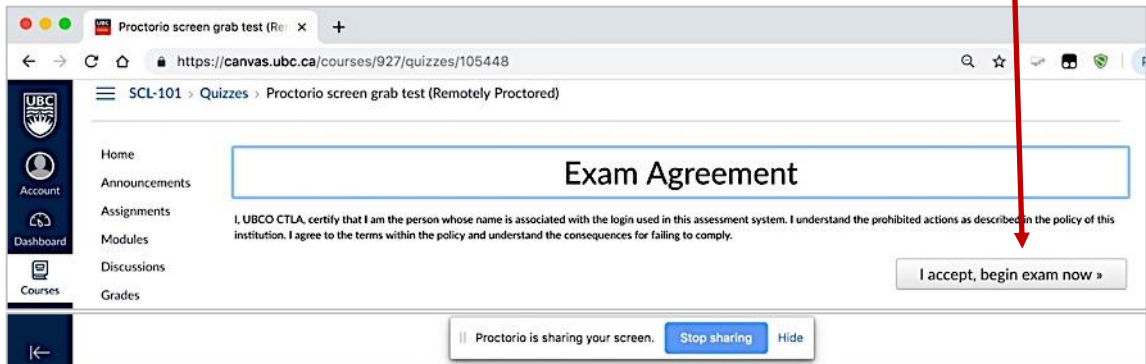
- A System Diagnostics Test web page appears,



- a. If there are red icons, then you need to fix what is indicated, and then at bottom right, click **Re-Test**.
- b. If the web page displays initial system checks passed, then at bottom right, click **Next**.



10. An Exam Agreement web page appears. Read the text, and click the button, **I accept, begin exam now**.



11. Proceed to complete the quiz by answering the questions in the quiz. If Proctorio detects that you have violated the instructions, it will display a black web page indicating that your exam has ended and you have been logged out.

To learn more about this topic, contact ctl.helpdesk@ubc.ca