SmarterProctoring
Preparing for your First Exam

Introduction by the Assessment Center
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Introducing SmarterProctoring

➢ What is SmarterProctoring
➢ Testing Your System
  ➢ What you need before your start
  ➢ Testing system components
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➢ Starting a Proctored Exam
What is SmarterProctoring?

- **SmarterProctoring**
  - Web-based platform that interacts with Blackboard enabling students to schedule an exam session with ProctorU.
  - The professor will provide instructions for the student and the proctor through the exam template.
  - SmarterProctoring does not proctor the exam sessions.
What is ProctorU?

• **ProctorU** online proctoring service that interacts with SmarterProctoring to assist students with online test scheduling and test completion.
  - Students can schedule a test appointment and complete their exam with an online proctor through ProctorU, anytime, any day, 24/7, 7 days a week.
  - This service is free of charge to MC students.
Testing your System
### Getting Started

- **Before you start make sure you are using:**
  - A PC with Windows Vista (or higher) or MAC with OS X 10.5 (or higher)
  - What is not supported:
    - Chromebooks
    - Linux OS
    - Tablets
    - Smart Phones
    - Virtual Machines
    - Windows 10 S mode
- A PC/MAC with a functioning microphone and web camera (640x480 resolution)
- Google Chrome or Mozilla Firefox for the internet browser
- **Browsers that are not supported:**
  - Microsoft Edge
  - Internet Explorer
  - Safari
  - Avast
  - Opera
  - Maxthon
  - Avant
  - Others...
Testing Your System

➤ Go to https://test-it-out.proctoru.com

➤ Do NOT create a ProctorU account to test your equipment

➤ The system test will automatically run from this site

➤ The test will show a check mark ✓ if a component working or an X if a component is not working

➤ Remember, Chromebooks are not supported, even if the OS component is checked

Please enable Flash from your browser or download the latest version.

Camera Check  Microphone Check  Flash Check  OS Check  Bandwidth Check
Please visit Camera Help for instructions on how to enable your camera.
Enabling Components

➤ Click the lock symbol in the address bar

➤ Click on Site Settings at the bottom of the pop-up window

➤ Find the component in the settings

➤ In the permissions field, choose “Allow” for each component that is blocked
  ➤ Flash may require a software update

➤ Close the settings page then refresh your screen to rerun the system test
All Set?

➢ Yes – all components in the equipment check had a green check
  ➢ Great, download the ProctorU extension for the browser you are using
    ➢ Chrome Extension
    ➢ Mozilla Extension
  ➢ Schedule your exam session through your Blackboard class

➢ No – and I’m not sure what I need to do
  ➢ If you are unable to get all components working, contact the Assessment Center
    ➢ Email: AcademicTesting@montgomerycollege.edu
  ➢ Check for the Assessment Center office hours
Finding an Exam Time

➢ Use the Student Guide or the Student Quick Start Guide for instructions on how to register with SmarterProctoring and set an exam appointment.

➢ Your Professor will set the
  ➢ Length of the exam – how long you have to complete the
  ➢ Exam opening time – when you start the exam
  ➢ Exam closing time – when you have to have the exam completed by

➢ Example
  ➢ Your exam is 30 minutes long
  ➢ The exam opens at 8 am, which is earliest time you can schedule a testing session
  ➢ The exam closes at 12:30 pm, which is the time you have to be finished testing
  ➢ The latest appointment that can you can schedule is at 11:30 am
  ➢ You must add 30 minutes to the testing time for check-in purposes

Schedule Early! If you schedule your testing session near the closing time, you may not have the option to reschedule your appointment if there is a problem.
Starting the Exam
Starting Your Proctored Exam

➢ Download the ProctorU extension:
   ➢ Chrome Extension
   ➢ Mozilla Extension

➢ Log in to the test session through your Blackboard 3-5 minutes before your scheduled appointment time

➢ When the session begins, you will be prompted to
   ➢ Take a photo of yourself and your ID
   ➢ Download the chat box
   ➢ Review the exam rules with the proctor
   ➢ Allow the proctor to check your system remotely
   ➢ Provide a camera pan of the room you are testing in
     ➢ Unless previously approved by your professor:
       ➢ You must be alone
       ➢ Your phone will need to be out of reach

➢ For more information about what to expect on the day of the exam, visit

https://support.proctoru.com/hc/en-us/articles/360043565051-Exam-Day-What-to-Expect-
CONTACT US
Got Questions? We are here to help!

Email us: AcademicTesting@montgomerycollege.edu

Assessment Staff are available:
Monday, Thursday and Friday 8:30 am to 5:00 pm
Tuesday and Wednesday 8:30 am to 7:00 pm
www.montgomerycollege.edu/assessment