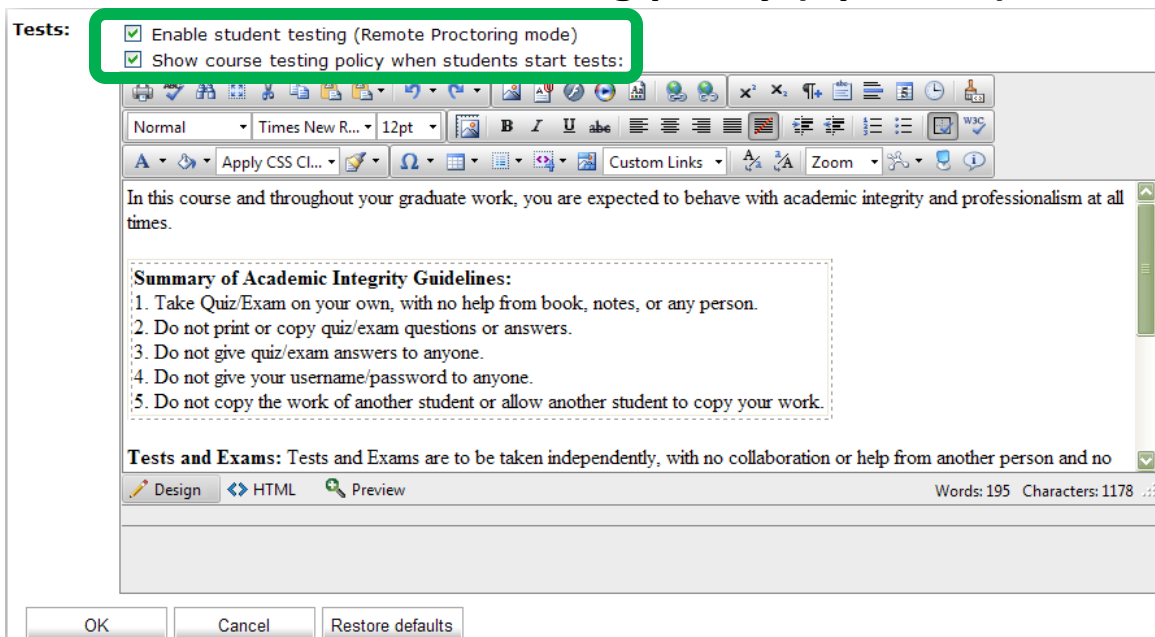


# Tegrity Remote Proctoring Instructor View

To enable remote testing, access course settings from the Course Tasks menu. Click the Enable student testing option and Show course testing policy (optional):



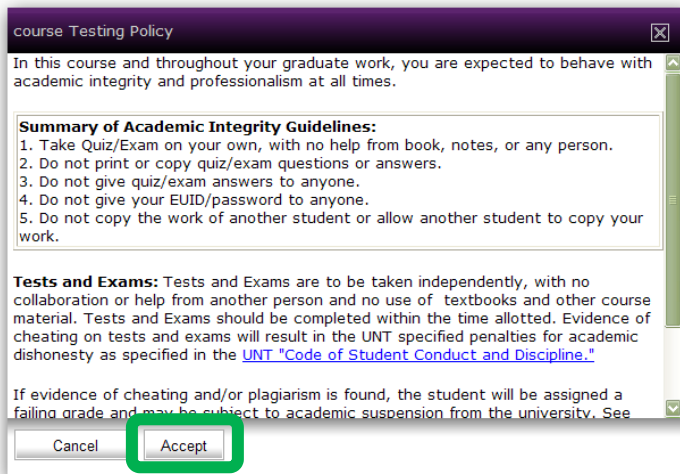
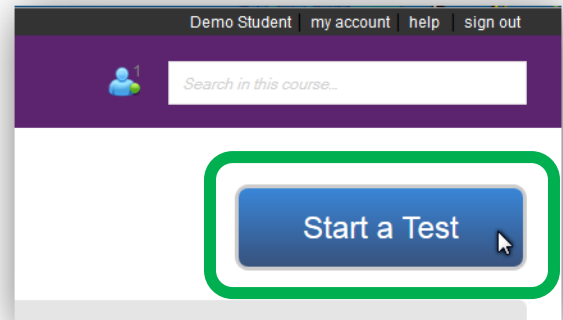
Access proctored recordings from the *Tests* tab:



The Tests tab appears after the first proctored recording is made and looks the same as all Tegrity recordings.

# Tegrity Remote Proctoring Student View

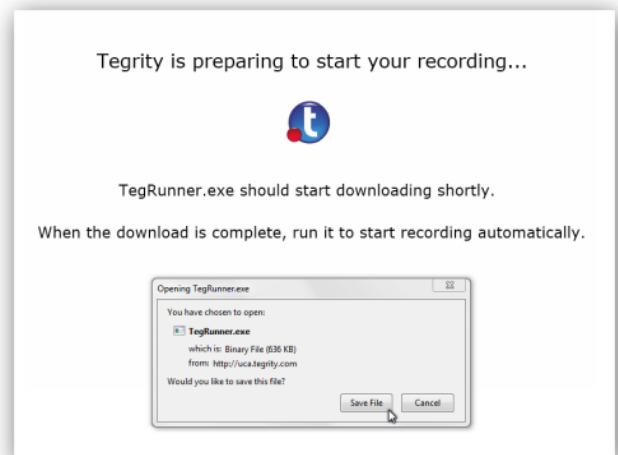
Begin proctoring by clicking the “big blue” Start a Test button (top-right):



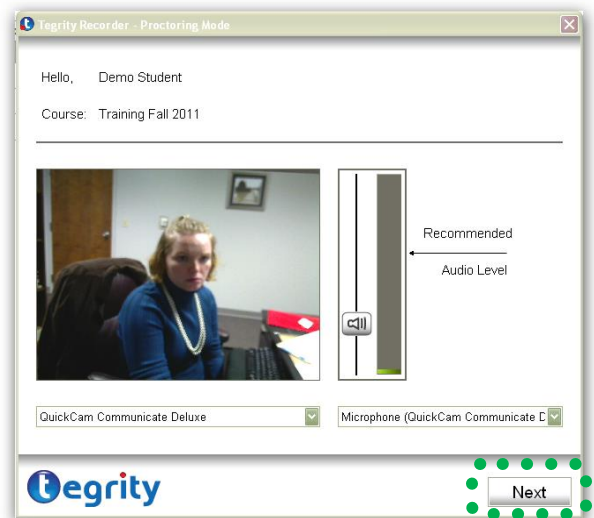
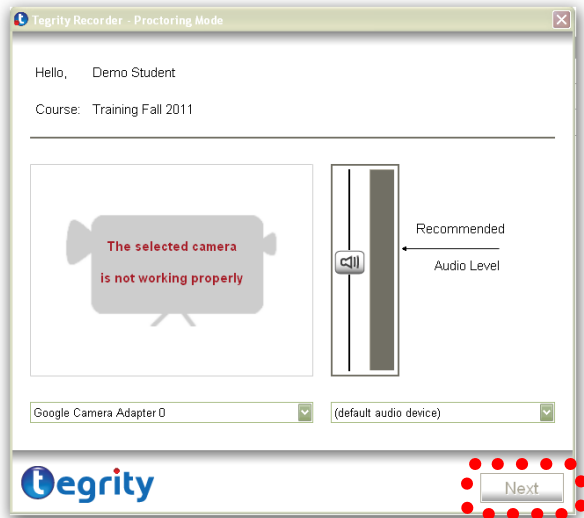
Test taker will have to first accept the course testing policy (if required) to begin the proctored session.

Next, the test taker should go through the install process to install the Tegrity Recorder (TegRunner). Depending on the browser, the process may look different.

(View on right is using Firefox 33.0.2.)

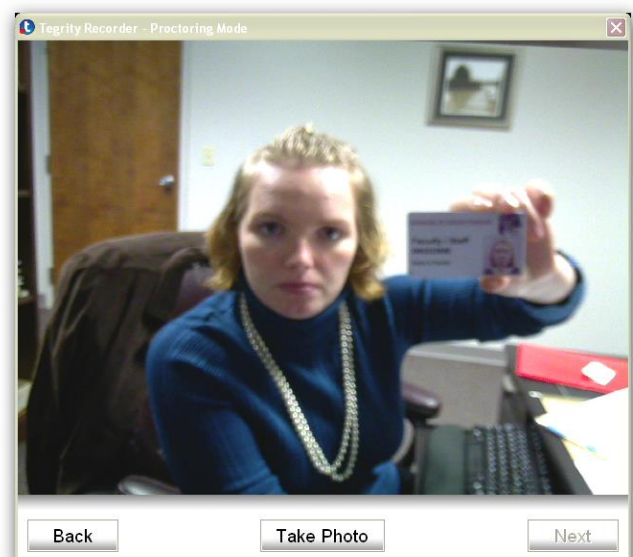


**After the installation, the first recording screen is for testing the audio & video equipment:**



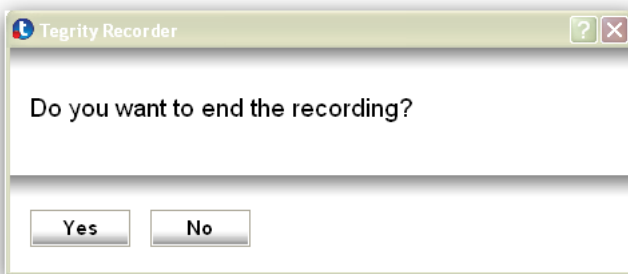
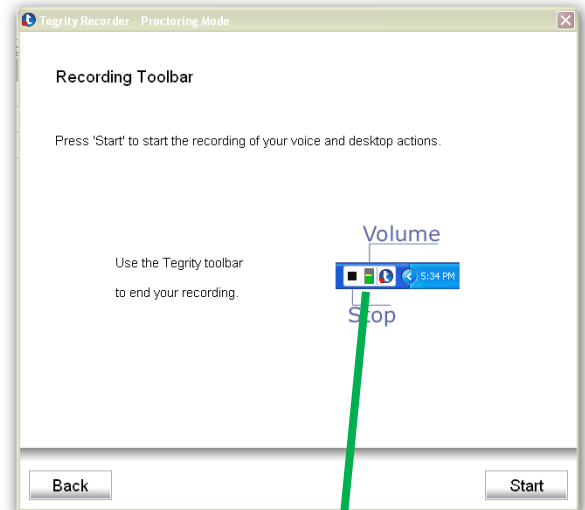
**If the equipment is *not* connected or working properly, the test taker will receive the first screen above (left). Once all equipment is working, the screen will look similar to the adjacent screen (right).**

**Next, the test taker should take a still photo with their ID card next to their face.**

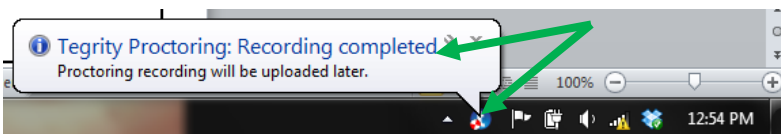


After the still shot, it is time to start the proctoring session. Tegrity will show a screen explaining how to stop the session.

Once the recording session begins, the recording toolbar will be available in the test taker's system tray at the bottom of the page.



When the student presses stop, he/she will see this verification message. Choosing "No" will allow the student to continue.



Choosing "Yes" will end the session and upload

the recording (verification message shown above).

**Important:** The test taker should not loose Internet connection while the recording is uploading (red/white ball will spin until complete).