

PROCTORTRACK with Moodle Quizzes

Proctortrack is a remote online proctoring system that Nash Community College has adopted. You will be able to use Proctortrack in any class that uses online testing. Many schools have moved to proctoring as a way to be sure that the student earning the grade and degree is the person completing the work. Proctortrack will flag behavior that appears as if you are using unauthorized websites to search for or “google” answers. It will verify that you are the student taking the exam and that you are not receiving assistance from other people. We want to make sure that colleges accept transfer credit for any course that you take at the college so we are making sure that we can verify that you earned all your grades, whether online or in a face to face class setting.

What do I need to take an exam using Proctortrack?

OPERATING SYSTEM	MAC: OSX Yosemite 10.10.5 or higher, PC: Windows 7, 8, or higher
PROCESSOR/RAM	MAC: Intel / AMD Processor, 2 GB RAM, PC: Dual-core 2.4 Ghz CPU, 2 GB RAM or better
RECOMMENDED WEB BROWSERS	Mozilla Firefox v20.0 or Higher Google Chrome v25.0 or higher
PLUG-INS	Javascript Enabled & Third Party Cookies Enabled
CAMERA RESOLUTION	800 x 600 resolution or better
INTERNET CONNECTION	Cable Modem, DSL or better (300 kbps download, 250 kbps upload)

Note: For Level 4 ProctorLive AI (live proctoring) based exams, MAC OSX 10.13 High Sierra or higher is required.

STEPS for Onboarding Assignment

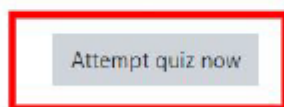
YOU WILL FOLLOW THESE STEPS EACH TIME YOU TAKE AN EXAM REQUIRING PROCTORTRACK.

1. BE SURE TO USE CHROME OR FIREFOX AS YOUR WEB BROWSER

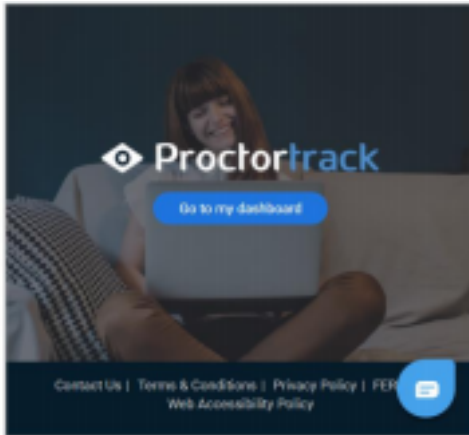
- Log in to Moodle and go to the Onboarding Assignment/Exam/Test link in your Moodle course. When you see this, select “**Attempt quiz now**” to open the Proctortrack link.

To attempt this quiz you need to know the quiz password

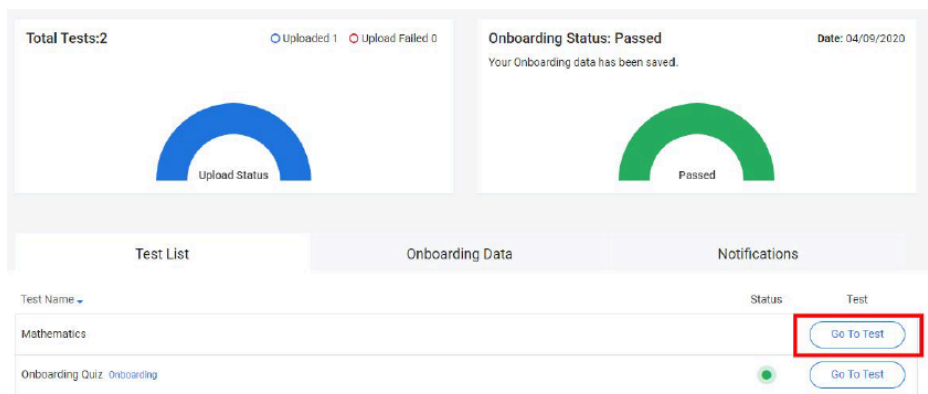
Grading method: Highest grade



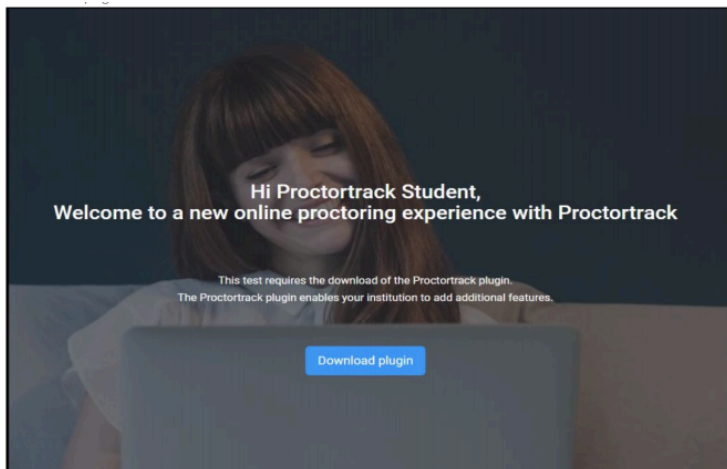
3. When this screen appears, click **“Go to my Dashboard”**.



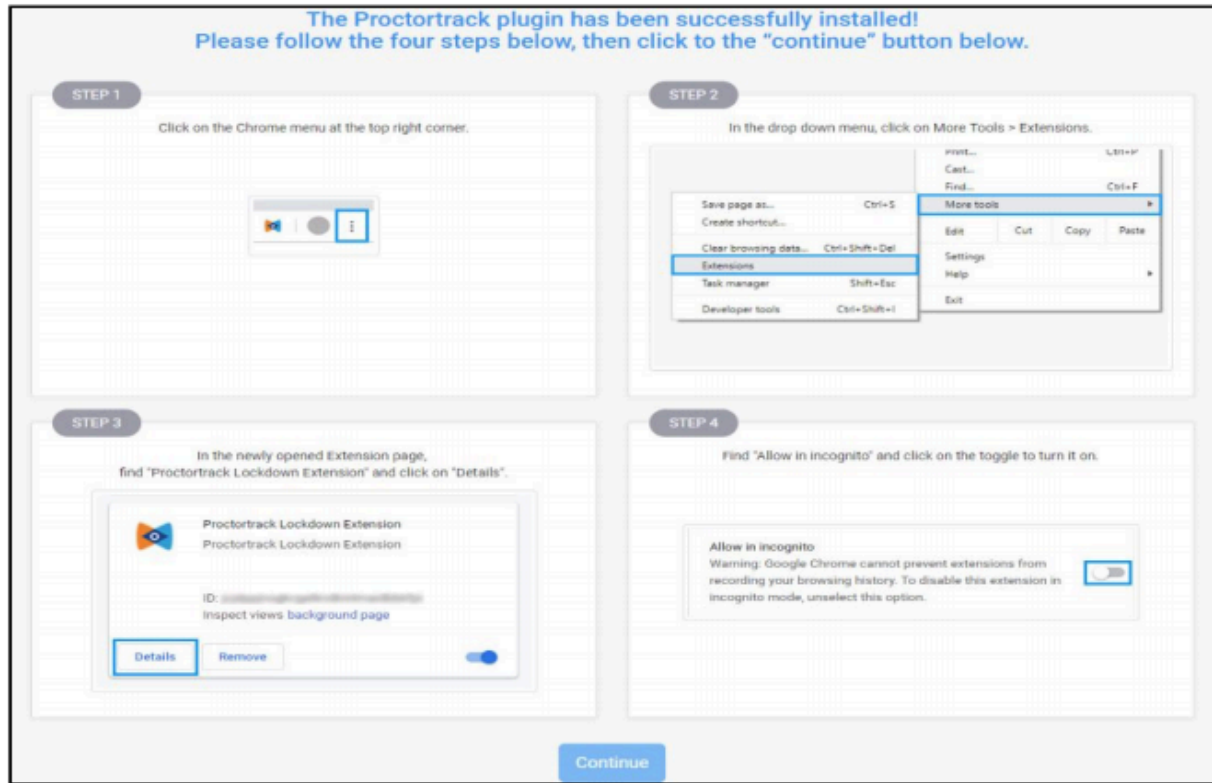
4. When you get to this screen, select **“Go to Test”** link to the right of the Onboarding Quiz name.



5. You may then be asked to download the Chrome plugin extension or Firefox plugin extension.
You may be taken directly to Step 7.



6. For Chrome browsers, follow the on screen requirements to “**Add to chrome**”, “**Add extension**”, and **follow these steps** to enable the plugin in the incognito mode.
(For Firefox, follow similar procedures to enable the plugin in a private window.)



7. Two Step Informational page

1. Download ProctorTrack
2. Perform the System Check

Read through ALL the “Let’s get started – Set up a proper testing environment” requirements.
At the bottom of this page you have to agree to move forward and click “**Go To Next Step**”

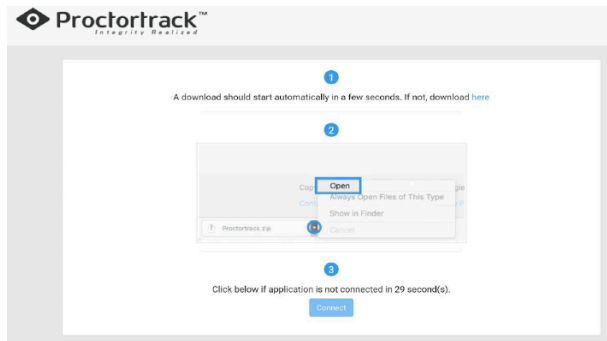
☐ I have read, understand and will adhere to the required environment guidelines.

Go To Next Step

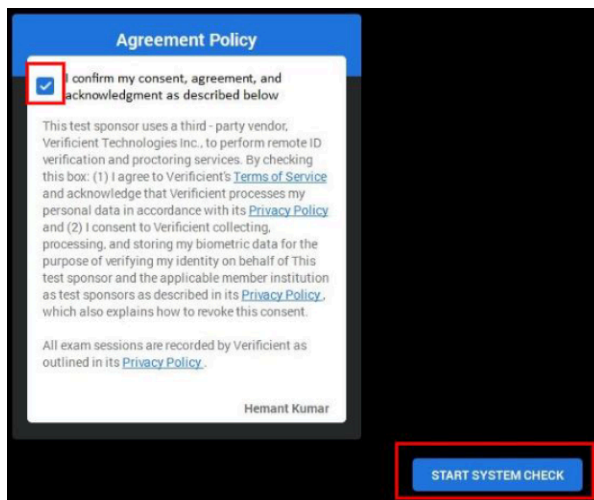
1. Download Proctortrack

The next screen will prompt you to Open Proctortrack and download the ProctorTrack application.

Run the proctortrack.exe file (for Windows) / open the zip file (Mac) and it will connect to ProctorTrack.

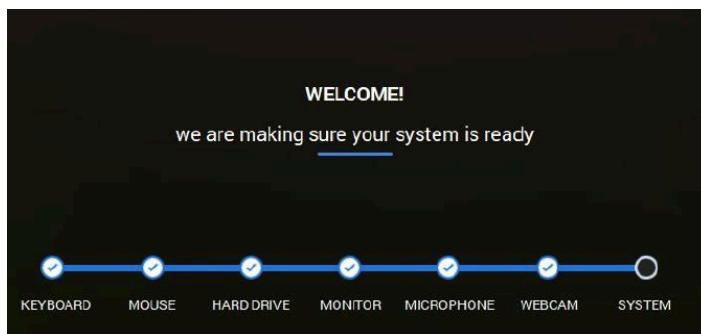


Once Proctortrack has launched, agree to the use of ProctorTrack and select “Start System Check”



2. Perform System Check

The system check will run to verify that the system is ready.



If you get any alerts along the way, just agree to close the devices (firestick or other casting devices are commonly flagged)

Please be sure you can see yourself in the camera. If you don't see yourself, then make sure something is not covering the camera. The password will be listed above the camera image. Type in the password and click "Start attempt".

Password

Quiz password

To attempt this quiz you need to know the quiz password

Start attempt Cancel

Once you are finished with the Quiz AND you see the results, click "**Submit all and Finish**" and go to the upper right corner of the screen and click the two blue arrows. Select **END**. Verify that you want to end the Proctoring.

Proctortrack You are being monitored

END

37	Answer saved	2
38	Answer saved	
39	Answer saved	
40	Answer saved	
41	Answer saved	
42	Answer saved	
43	Answer saved	
44	Answer saved	
45	Answer saved	
46	Answer saved	
47	Answer saved	
48	Answer saved	
49	Answer saved	
50	Answer saved	
51	Answer saved	

Submit all and Finish 1

Webcam Feed HIDE

Check the box next to "Yes, I have completed and submitted my exam" and click "END"

END PROCTORING

Are you sure you want to end proctoring?

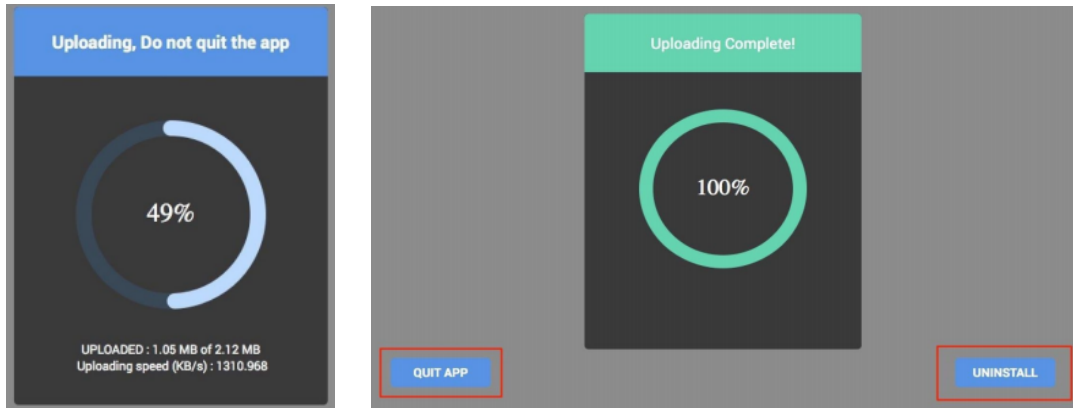
Failure to complete and submit the test may result in disqualification, low, and/or failing grade.

☒ Yes, I have completed and submitted my test.

BACK TO TEST

END

A box will come up that is the Uploading Status of the Proctoring Session. Be sure to wait until it is at 100% Upload Complete before clicking the “Quit App” or “Uninstall” link.



Note: Every quiz/exam has a different password so you have to do all the scans for each exam and have the ProctorTrack software running the entire time that you take a proctored exam.