

## Alternatives for Online Proctoring

### For Students who choose to not use the online proctoring service

#### Disclaimer:

County College of Morris uses a service for online exam proctoring. If a student does not want to use the identified online proctoring service, the student may choose to sit for a proctored exam at an authorized testing site. If a student chooses to use an authorized testing site, they must contact the faculty in writing no later than 10 business days prior to the scheduled exam. The student is responsible for any out-of-pocket fees.

The statement is in

1. Blackboard Users Group, under Blackboard Tutorials, in the Setting Up Tests folder
2. [Virtual Campus website \(For Students section\)](#)
3. [The 411 - Learning at CCM](#)
4. [Document - Getting Ready to Take an Exam with Online Proctoring Service \(shared with students\)](#)

### For Students who experience technology issues:

1. Student report to faculty
2. Faculty refers the student to Virtual Campus
3. Virtual Campus
  - a. Work with the student to determine issue and recommend solution accordingly

Issue	Refer to	Contact Information
Device does not meet either CCM <a href="#">Minimum Technical Requirements</a> and/or Online Proctoring Service Minimum Requirements	Virtual Campus will work with Learning Resource Center for loaner device for the semester	Email: <a href="mailto:vclearning@ccm.edu">vclearning@ccm.edu</a> Call: 973.328.5332
Device does not meet Online Proctoring Service Minimum Requirements	Testing Center to schedule an appointment  NOTE: <ol style="list-style-type: none"><li>1. SVP of AA, WFD, and SS has waived fees for students who experience technology issues</li><li>2. Virtual Campus will work with faculty to create a second instance of the</li></ol>	Visit: <a href="https://www.ccm.edu/admissions/placement-testing-2/testing-center/">https://www.ccm.edu/admissions/placement-testing-2/testing-center/</a>

	<p>assessment in Blackboard to take the exam in Testing Center</p> <p>3. Faculty must follow Testing Center process</p>	
Testing Center cannot handle the appointment due to lack of available appointment	Virtual Campus to schedule an appointment	<p>Email: <a href="mailto:vclearning@ccm.edu">vclearning@ccm.edu</a></p> <p>Call: 973.328.5332</p>