

Proctorio

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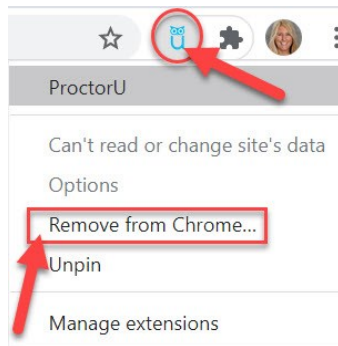
Proctorio


To set up an exam in Canvas using the proctoring tool, **Proctorio**, follow the steps below: (**NOTE: You MUST use Google Chrome web browser!**)

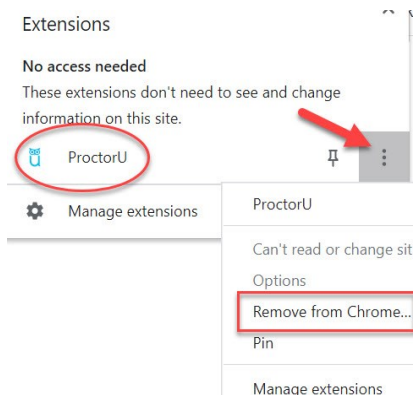
Remove ProctorU Chrome Extension

NOTE: It's important to remove the ProctorU extension before installing the Proctorio extension, as they **DO NOT** work together.

1) In Chrome, right click on the **Blue Owl**, and select the **Remove from Chrome** option:




2) If the **Blue Owl** is not showing, select the **puzzle piece** ,  locate **ProctorU**, choose the vertical **...**, and then select the **Remove from Chrome** option:

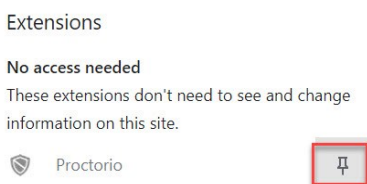


Install Proctorio Chrome Extension

1) Follow [these instructions](#).

2) In Chrome, install the [Proctorio Extension](#).

3) Once installed, you will see a **grey shield**  in Chrome in the top-right corner. If it isn't showing, you can pin **Proctorio** under the **puzzle piece** to see the **grey shield**:



Add Proctorio to Canvas Navigation

- 1) In your **Canvas course**, go to **Settings** in the navigation.
- 2) Select the **Navigation** tab.
- 3) Locate **Secure Exam Proctor (Proctorio)**, and drag it up to the course navigation:

Secure Exam Proctor (Proctorio)
Page disabled, won't appear in navigation

- 4) Click the vertical ... next to **Secure Exam Proctor (Proctorio)** and **Enable**:



- 5) **Save**.

Set Proctorio for Exam *(For each exam.)*

- 1) In **Chrome**, navigate to your **Canvas Course**, and **Exam**.
- 2) Select **+ Quiz**, or **click on quiz**.
- 3) Click **Edit**:



- 4) Fill out the quiz options that you would like, and check the box next to **Enable Proctorio Secure Exam Proctor**:



- 5) **Save**.
- 6) Proctorio is enabled for the quiz/exam:

Proctorio On