

SmarterProctoring An Online Solution Florida State College at Jacksonville

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How many online students?

- Local Online 18,005
- Remote Students 3,548
- Online Sections 271

SmarterProctoring is a proctoring process management system that helps facilitate and streamline exam instructions and materials for FSCJ's proctoring program from beginning to end.

It Consists of three elements:

- SmarterProctoring - LMS System
- RegisterBlast.
- B Virtual

Professors

4

Adding Exams

SmarterProctoring in Blackboard Shell

5



The screenshot displays the Blackboard Course Dashboard for a course. At the top right, navigation links include Dashboard, Messages, Roster, and a user profile for 'Judy'. A 'Help' link is also present. Below the navigation, the page title is 'Course Dashboard'. A prominent purple text overlay reads 'Add New Exam', with an arrow pointing to a '+ New Exam' button in the top right corner. The main content area is titled 'Exams' and features a card for a 'Practice Test'. Inside this card, the 'Student Status' section shows a progress bar that is almost entirely filled with a teal color, indicating that most students have completed the exam. The status categories listed are 'Needs Proctor', 'Scheduled', 'In Progress', and 'Closed'. Below the progress bar, the 'Exam Details' section provides the following information: 'OPENS' on 12/18/2017 at 12:00am EST, 'CLOSES' on 12/20/2017 at 12:00am EST, and an 'EXAM DURATION' of 2 hours. At the bottom right of the exam card, there are two buttons: 'Edit Exam' and 'View Exam'.

Create Exam



Exam Details

Exam Name *
The name of the exam...

Description
Enter a description...

Suggest Times (?)

Duration *
0 hours 00 minutes

Password/Access Code (?) *
The exam password/access code...

Exam URL (?) *
https://example.com

Consecutive Attempts Allowed (?) *
1

Must duplicate exam
Same exam as in BB

How long is the test

Password

Must enter URL if no URL
Enter http://no.url



Number of attempts

Enter Date Setting

Duration *
2 hours 00 minutes

Password/Access Code (?) *
What

Exam URL (?) *
http://no.url

Consecutive Attempts Allowed (?) *
1

Date Settings

Exam Opens *
02/14/2018 at 12:00 AM EST

Exam Closes *
02/28/2018 at 11:00 PM EST

February 2018

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3

Continue

Click Continue

Faculty selects permitted items on this screen

Permitted Items

Notes

Open Textbook

Calculator

Earplugs

Formula Sheets

Dictionary

Websites

Blank Paper

Bathroom Break

Other Items

Other Items

Back Continue

Faculty can select other if permitted items are not listed.

Faculty lists any notes to the student and to the proctor.

Proctors can see student's notes but students cannot see proctor's notes

The screenshot shows a 'Notes' form with a progress bar at the top. The progress bar has five steps, with the third step (the current one) highlighted in blue. Below the progress bar is a dark grey header with the word 'Notes'. The main content area has two sections: 'Notes for Students (?)' and 'Notes for Proctors (?)'. Each section has a text input field. The 'Notes for Students' field is highlighted with a red border and contains the placeholder text 'Enter student notes...'. A green circular icon with a white 'G' is in the bottom right corner of this field. The 'Notes for Proctors' field is also highlighted with a red border and contains the placeholder text 'Enter proctor notes...'. At the bottom right of the form are two buttons: 'Back' and 'Continue'.

We set this for faculty but
faculty has the permission to set
B Virtual

B-Virtual Setting

Proctor Settings

Require Approval *

Yes—you will approve all proctors before sessions can be requested.

No—students can request sessions with any proctor. (Note: you can cancel proctoring sessions at any time regardless of your selection.)

Proctor Types

Testing Centers

Institution Testing Centers	<input type="checkbox"/>
NCTA Testing Centers	<input type="checkbox"/>
Professional Testing Centers	<input type="checkbox"/>

Approved Individuals

Educational Officer (Military Installation)	<input type="checkbox"/>
Employee (Disability Resource Center)	<input type="checkbox"/>

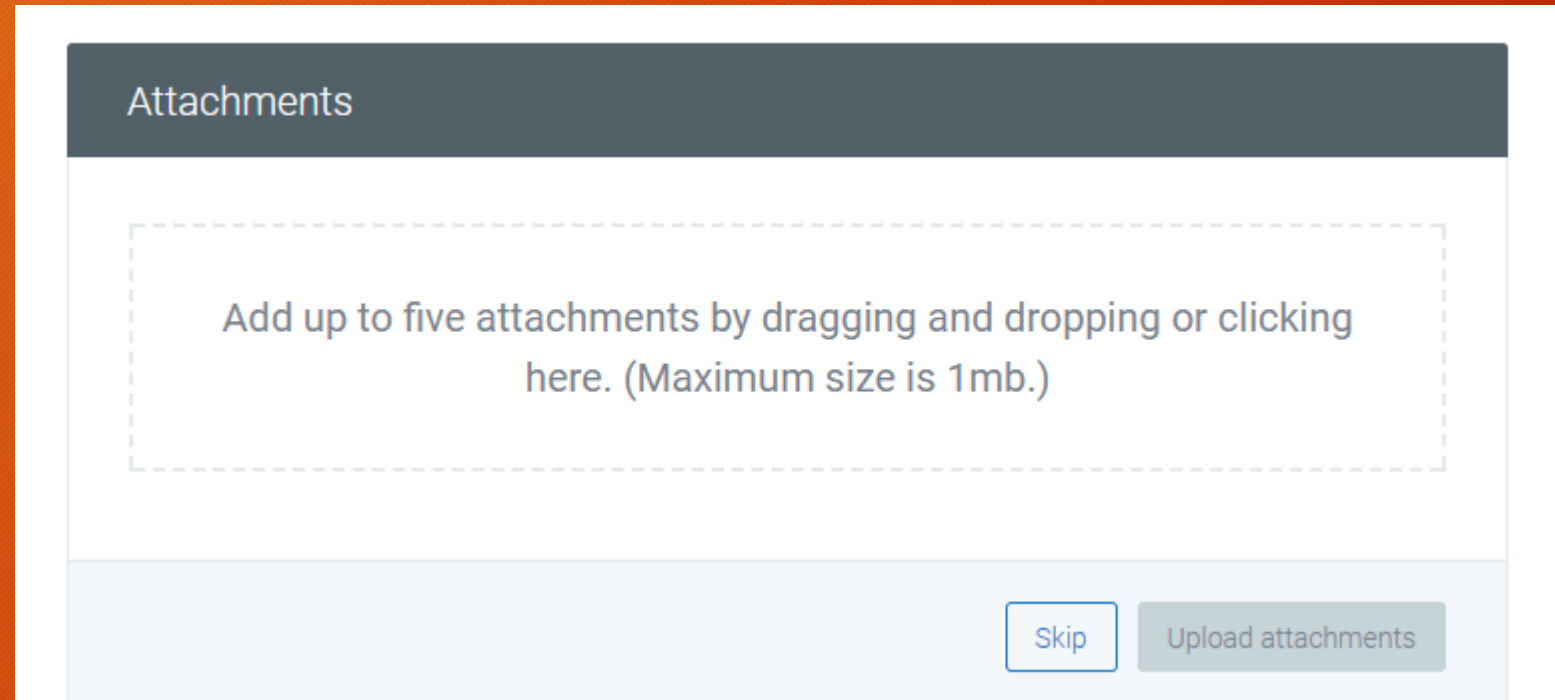
Virtual Proctoring

Live Online Proctoring	<input type="checkbox"/>
------------------------	--------------------------

[Back](#) [Continue](#)

Faculty can add paper exams or skip this section.

They can add 5 documents by dragging and dropping in the box.



The screenshot shows a user interface for adding attachments. At the top, there is a dark grey header with the word "Attachments" in white. Below the header is a large, light blue dashed rectangular box containing the text: "Add up to five attachments by dragging and dropping or clicking here. (Maximum size is 1mb.)". At the bottom right of the interface, there are two buttons: a blue "Skip" button and a grey "Upload attachments" button.

Test 5B

[Edit Exam](#)

Pending Approval

This exam is pending approval. Students will be unable to schedule sessions until it is approved.

Student Status

Needs Proctor
Scheduled
In Progress
Closed

Exam Details

OPENS

2/14/2018 at 12:00am EST

SCHEDULING OPENS

1/16/2018 at 1:52pm EST

CLOSES

2/28/2018 at 12:00am EST

SCHEDULING CLOSES

2/28/2018 at 12:00am EST

EXAM DURATION

2 hours

Attachments

This exam does not have any attachments.

This exam is completed pending proctor approval

Faculty is on hold until proctor review and check for accuracy regarding testing window dates

Admin Staff Approving Exams

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Approval Faculty Exam - Local Online Testing

We click here to approve Faculty exams in Blackboard

The screenshot shows the Blackboard Institution Dashboard. At the top, there is a navigation bar with links for Dashboard, Reports, Messages, Administration, a user profile for Judy, and Help. Below the navigation bar, the title 'Institution Dashboard' is displayed. The main content area features two summary cards, each enclosed in a red box. The left card, with a document icon, indicates '4 exam(s) pending approval' and includes a 'Review' button. The right card, with a group of people icon, indicates '1 proctor(s) pending approval' and also includes a 'Review' button. Below these cards is a section titled 'Upcoming Sessions' which contains a bar chart. The chart's y-axis ranges from 0 to 1, and the x-axis shows dates from 2018-01-16 to 2018-01-25. A single blue bar is present on 2018-01-17, reaching a value of 1. A brown callout box with white text points to the 'Review' button on the proctor card, containing the text: 'Approve Remote Exams- Students testing at other locations.'

Newest exams appear at the bottom

Exams Awaiting Approval

EXAM TITLE	COURSE	STUDENT	DATES	ACTIONS
Proctored Test 1	Spring 2018-MAT1033-Intermediate Algebra-03165		2/5/2018 at 12:00am – 5/1/2018 at 12:59pm EDT	Review
Proctored Test 2	Spring 2018-MAT1033-Intermediate Algebra-03165		3/26/2018 at 12:00am – 5/1/2018 at 11:59pm EDT	Review
Final Exam Spring 18 (Chapters 2, 5-10, 12-14)	Spring 2018-CHM1020-Chemistry for Liberal Arts-04241		3/26/2018 at 11:59pm – 5/1/2018 at 11:59pm EDT	Review
Test 5B	SmarterProctoring-Judy-Dev-01		2/14/2018 at 12:00am – 2/28/2018 at 12:00am EST	Review

Click on Review

Exam Details

Exam Name *

Test 5B

Description

TEST Math

Suggest Times (?)



Duration *

2 ▾

hours

00 ▾

minutes

Default: 2 hr

Password/Access Code (?) *

What

Default: What

Exam URL (?) *

http://no.url

Consecutive Attempts Allowed (?) *

1 ▾

Default: 1

Review the exam details

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Continue reviewing and click Continue at the bottom

Consecutive Attempts Allowed (?) *

Default: 1

Date Settings

Exam Opens *

 at EST

Default: 2/14/2018 at 12:00am EST

Exam Closes *


 at EST

Default: 2/28/2018 at 12:00am EST

Scheduling Window (?)

Continue

Faculty selected permitted items



Permitted Items

Notes	<input checked="" type="checkbox"/>
Open Textbook	<input type="checkbox"/>
Calculator	<input type="checkbox"/>
Earplugs	<input type="checkbox"/>
Formula Sheets	<input type="checkbox"/>
Dictionary	<input type="checkbox"/>
Websites	<input type="checkbox"/>
Blank Paper	<input type="checkbox"/>
Bathroom Break	<input type="checkbox"/>

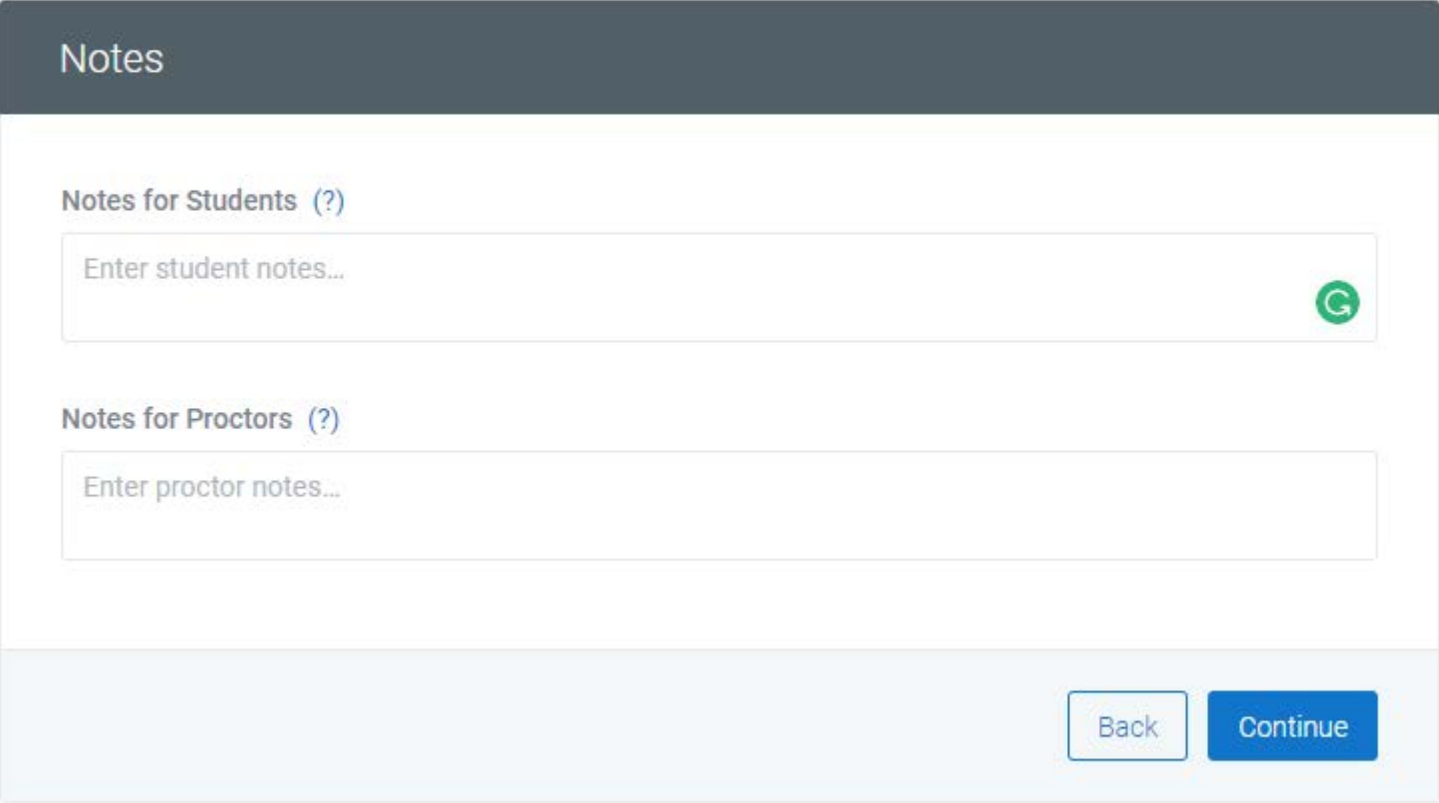
Other Items

[Back](#) [Continue](#)

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Faculty listed
notes.

Proctors can see
student's notes
but students
cannot see
proctor's notes



The screenshot shows a 'Notes' form with a progress indicator at the top consisting of five circles on a line, with the third circle highlighted in blue. The form has a dark grey header with the word 'Notes' in white. Below the header, there are two sections:

- Notes for Students (?)**: A text input field with the placeholder text 'Enter student notes...' and a green circular icon with a white 'G' on the right side.
- Notes for Proctors (?)**: A text input field with the placeholder text 'Enter proctor notes...'.

At the bottom right of the form, there are two buttons: a light blue 'Back' button and a dark blue 'Continue' button.

Proctored Settings



Proctor Settings

Require Approval *

- Yes**—you will approve all proctors before sessions can be requested.
- No**—students can request sessions with any proctor. (Note: you can cancel proctoring sessions at any time regardless of your selection.)

Proctor Types

Testing Centers

- Institution Testing Centers
- NCTA Testing Centers
- Professional Testing Centers

Approved Individuals

- Educational Officer (Military Installation)
- Employee (Disability Resource Center)

Virtual Proctoring

- Live Online Proctoring

B-Virtual Setting



Back

Continue

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Faculty
Attachments If any

Attachments

Add up to five attachments by dragging and dropping or clicking here. (Maximum size is 1mb.)

[Skip](#) [Upload attachments](#)

Proctor can approve or push back exam.

One great improvement-Proctor can prevent faculty from editing exams without their knowledge

Once approve, the exam drops off the list to approve

The screenshot displays a user interface for managing an exam. At the top, there is a progress indicator consisting of a horizontal blue line with five circular markers; the first four are solid blue, and the fifth is a white outline. Below this is a dark grey header bar with the text "Attachments". The main content area is white and contains the text "This exam does not have any attachments." At the bottom of the interface, there is a light blue footer bar containing two buttons: "Back" (a white button with a blue border) and "Approve exam" (a solid blue button). Below the "Back" button, there is a toggle switch labeled "Prevent further edits", which is currently turned on (green).

Students

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Scheduling an exam appointment

- Students will access their course in Blackboard and select the SmarterProctoring link in **Tools**.

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Tools



Achievements

Achievements



Announcements

Create and view Course Announcements.



Basic LTI tools

Connect to external tools supporting Basic LTI



Blackboard Help for Students

Open Blackboard Help in a separate window.



Blogs

Create and manage blogs for Courses and Course Groups.



Calendar

Track important events and dates through the Calendar.



Cengage Learning MindLinks

Access Cengage Learning MindLinks for this course



Collaboration

Create and manage Virtual Classroom and Chat sessions.



Groups

Create and manage formal groups of students to collaborate on work.



Journals

Create and manage journals that can be assigned to each user in a group for the purposes of private communication with the instructor.



My Grades

Displays detailed information about your grades.



Pearson's MyLab & Mastering

Access and Manage Pearson's MyLab & Mastering products for this course through Blackboard.



Portfolios Homepage

Create and manage personal Portfolios and Artifacts.



Roster

View a list of users enrolled in the Course.

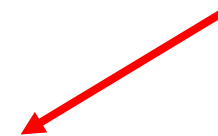


Send Email

Send email messages to different types of users, system roles, and groups.



SmarterProctoring



- The student is then taken to the RegisterBlast screen and can schedule an appointment by clicking on **Continue Scheduling Session**.

Request Proctoring Session ✕

RegisterBlast

Rectangular Snip

Florida State College - Jacksonville uses the RegisterBlast™ service to schedule exam sessions. The RegisterBlast™ service manages all aspects of the registration process for Florida State College - Jacksonville.

Next Steps

1. We will forward you over to the Florida State College - Jacksonville's scheduling site to check for session times and to complete your scheduling if you choose to move forward.
NOTE: You can cancel this process at anytime to return back to SmarterProctoring™
2. Once you have completed registration, you will be directed back to SmarterProctoring™ at which point your session will be scheduled and your instructor notified.

[Continue Scheduling Session](#)

- Now in Registerblast, the student can select a day and then a time to test.

The screenshot displays the Florida State College at Jacksonville Registerblast interface. At the top, the college logo is on the left, and navigation links for 'My History', 'Sign In', and a shopping cart icon are on the right. The main content area is divided into two sections: 'Exam Registration' and 'More Information'. The 'Exam Registration' section contains two steps: Step 2, 'Choose a Date', and Step 3, 'Choose a Time'. Step 2 features a text input field with a calendar icon and a red asterisk, with a red box and arrow highlighting it. Step 3 features a dropdown menu with '(select a date above)' and a red asterisk, with a red box and arrow highlighting it.

- The student then agrees to the Exam guideline acknowledgement.

5 Exam guideline acknowledgement

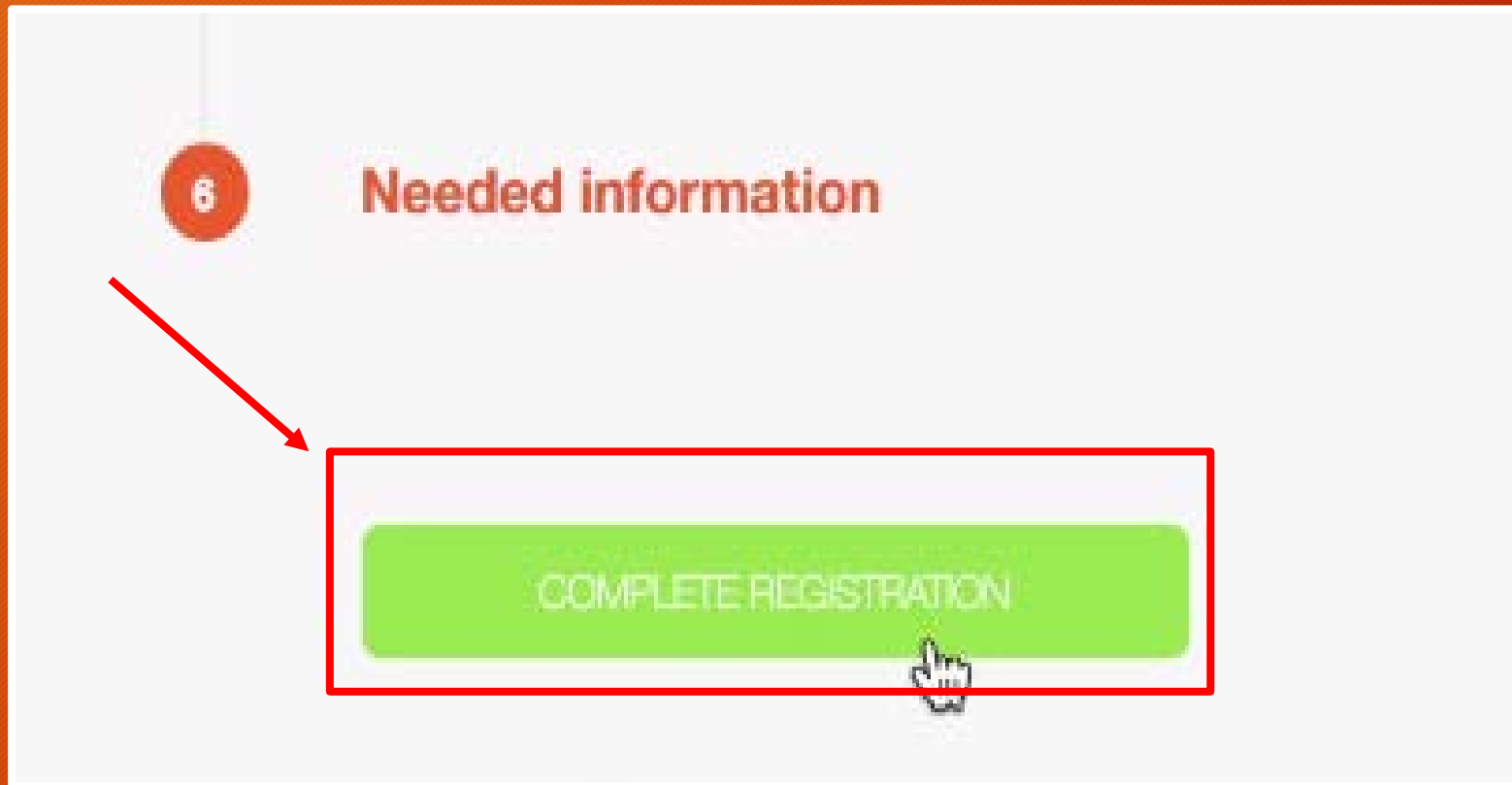
5). Please bring your email confirmation with you to your test site.

6). Have your FSCJ Connections login information with you, along with the username and password for your course, should it be needed. It is difficult to retrieve this information at the testing site and will slow down your testing start time.

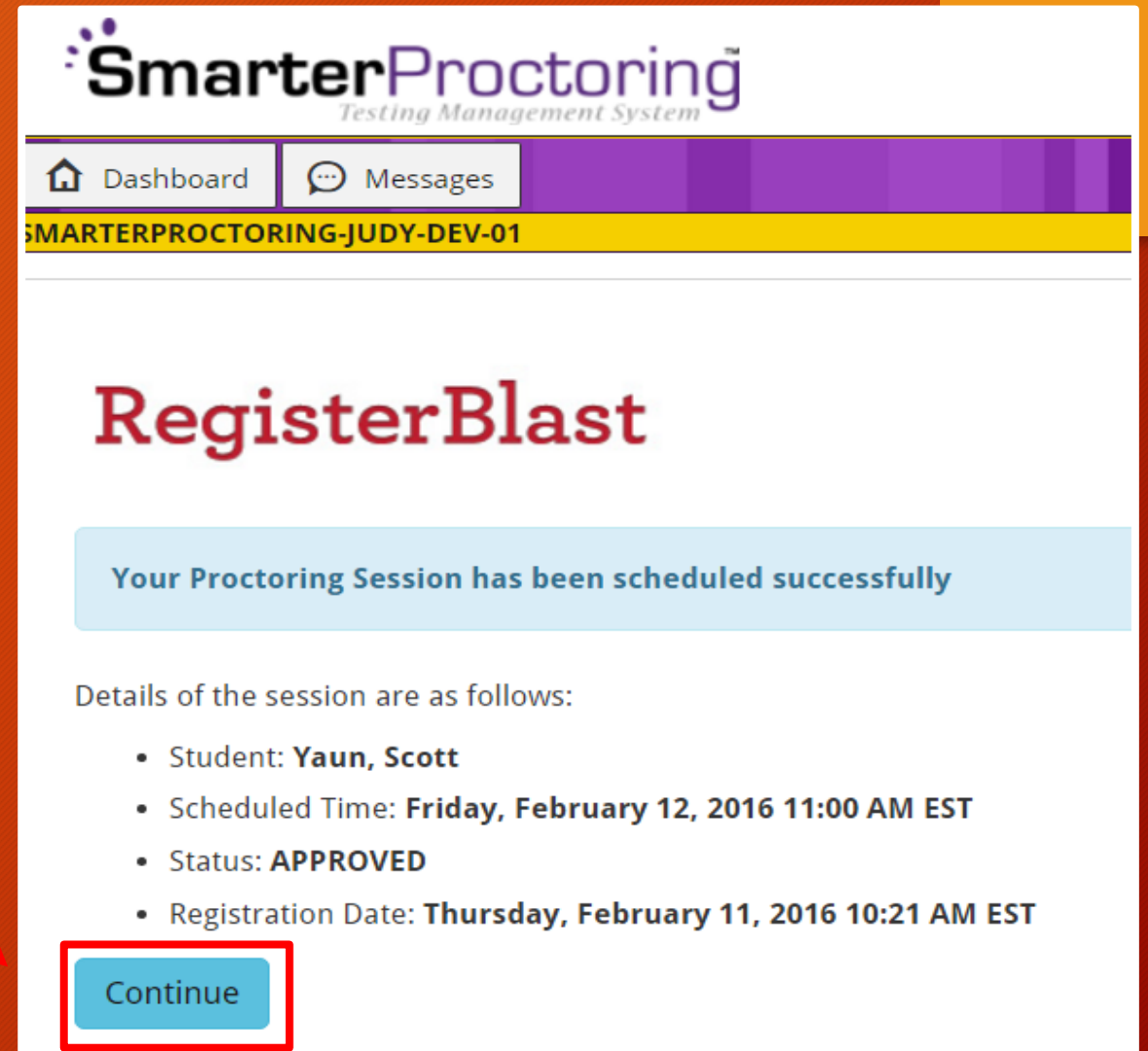
7). Do not bring any personal items with you other than your photo ID and any materials permitted by your instructor. Any non-testing items must be

agree to follow the above guidelines

- The student can then click **Complete Registration** to confirm the appointment.



- The appointment is confirmed and the student is brought back into SmarterProctoring.
- An email confirmation is sent, and the student can click **Continue** to return to the course dashboard.




The screenshot displays the SmarterProctoring interface. At the top, the logo "SmarterProctoring" is shown with the tagline "Testing Management System". Below the logo is a navigation bar with "Dashboard" and "Messages" links. A yellow banner below the navigation bar contains the text "SMARTERPROCTORING-JUDY-DEV-01". The main content area features the heading "RegisterBlast" in a large, bold, red font. Below this heading is a light blue box with the message "Your Proctoring Session has been scheduled successfully". Underneath, the text "Details of the session are as follows:" is followed by a list of session details:

- Student: **Yaun, Scott**
- Scheduled Time: **Friday, February 12, 2016 11:00 AM EST**
- Status: **APPROVED**
- Registration Date: **Thursday, February 11, 2016 10:21 AM EST**

At the bottom of the page, a blue button labeled "Continue" is highlighted with a red border. A red arrow points from the "Continue" button in the screenshot to the "Continue" text in the list item above.

- In the Course Dashboard, the student can see the scheduled exam and can log out of SmarterProctoring.

 Your Exams

Assessment Module 2 February 12, 2016 11:00 AM EST

Rectangular Snip

Proctor Florida State College - Jacksonville View Profile	Date February 12, 2016	Time 11:00 AM EST Wrong Time? Check Timezone	Location 9911 Old Baymeadows Rd Jacksonville, FL 32256 US Get Directions
Print			
Exam Window Jan 20 5:51 PM EST Feb 22 11:08 PM EST	Exam Duration 30 Minutes	Allowed Items Notes, Calculator, Earplugs, Formula Sheets, Blank Paper	
Reschedule Session Cancel Session			

SmarterProctoring Demonstration.

<https://app.smarterproctoring.com/#/account/sign-in?account=fscj>