Welcome Packet
Welcome to Proctorio!

Your institution has recently given you the option to enable Proctorio secure proctoring settings on your online exams to protect the academic integrity of your course.

Within this packet, we have included:

- Introducing Proctorio - Syllabi Language
- Proctorio Start Up Guide
- Proctorio Test Taker Guide
- Exam Environment Guide
- Proctorio Misconceptions Frequently Asked Questions
- Privacy and Data Security Practices

If you have any questions regarding the Proctorio integration, we highly recommend you visit our Help Center or start a support chat with one of our expert support staff members, available 24/7/365. Simply click on the Proctorio shield icon in the upper right hand corner of your browser to start a chat.

Thank you for choosing Proctorio and best of luck with your online exams!
Syllabi Description • US Higher Education

Paste the following information below into your course syllabus.

Proctorio is a Learning Integrity Platform
This course will use Proctorio, a remote proctoring solution designed to protect the integrity of this course’s assessments. As your instructor, I’ve chosen the secure exam settings required by this course and only I will make a judgment as to any potential academic integrity violation.

Equity and Fairness
The reason I’ve chosen Proctorio for this course is to make education more equal, by giving each student an opportunity to earn the grades they deserve. The US Federal Government also requires that all schools have a process in place for verifying student identity to protect against Federal Student Aid (FSA) fraud.

Privacy
Proctorio is a trusted platform for remote proctoring because of its commitment to student privacy. Proctorio uses single sign-on through our LMS and only I or approved individuals, here at our institution, will have access to your exam data. Proctorio never requires personally identifiable information from students and Proctorio will never sell your data to third parties. Read more about Proctorio’s approach to privacy.

Security
Proctorio only runs during your exam and as an extension in your browser. This means that Proctorio works within a sandbox and has limited access to your computer system.

All student data is kept safe using zero-knowledge encryption, meaning student data is scrambled and unreadable by anyone outside of our institution’s learning platform. Even Proctorio can’t see your exam data. Proctorio also engaged with a third party security company to ensure that all of Proctorio’s security systems are up to date and functioning properly. Read the full security audit here.

Read more about Proctorio security.

Getting Started
Before getting started on your first exam, make sure to follow the instructions in Proctorio’s Quick Start Test Taker Guide for the extension. To verify your computer system meets the requirements, take the practice quiz. This will ensure that everything will run smoothly on the day of the exam.

If after reading the Quick Start Test Taker Guide if you have any trouble while using Proctorio, you can reach out to Proctorio support for troubleshooting. Proctorio support is available 24/7 and can assist in troubleshooting any extension related issues before, during and after your exam. You can contact Proctorio support via email at support@proctorio.com or by starting a live chat by clicking the Proctorio extension’s shield icon.