

# RESPONDUS – INSTRUCTOR LIVE PROCTORING



Teaching and Learning Support Service, uOttawa

## CONTEXT

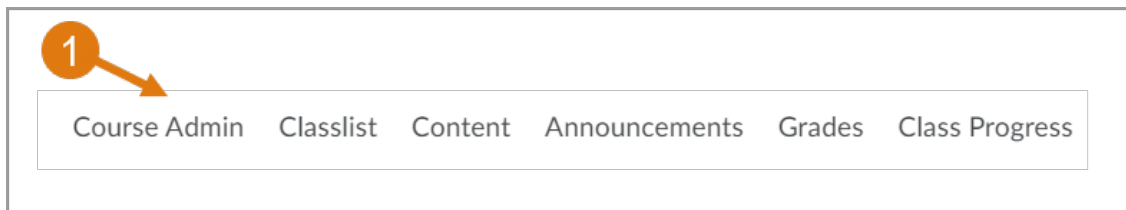
Respondus Instructor Live Proctoring was created to allow instructors to remotely monitor the synchronous delivery of a secured exam via video conferencing systems such as ZOOM or Microsoft Teams. Respondus Instructor Live Proctoring allows students to test using Respondus LockDown Browser but be monitored in real-time by their instructor via established video conferences tools. Respondus Instructor Live Proctoring is best used in classes smaller than 20 to 25 students.

The instructor and students meet in the video conferencing application at a specified time. When ready, the instructor provides students a start code for the online exam – students start LockDown Browser from there. The instructor can then watch students via the video conference system for the duration of the exam. Note that Instructor Live Proctoring does NOT record the student video, nor does it alert the instructor to suspicious events. These features are only available with Respondus Monitor, the automated proctoring solution.

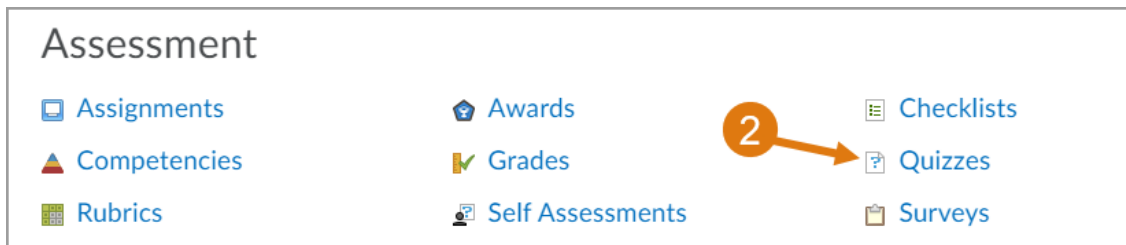
## INSTRUCTOR PERSPECTIVE: ENABLING RESPONDUS INSTRUCTOR LIVE PROCTORING ON A QUIZ

To set up a quiz in Brightspace that uses the instructor live proctoring feature, follow these steps:

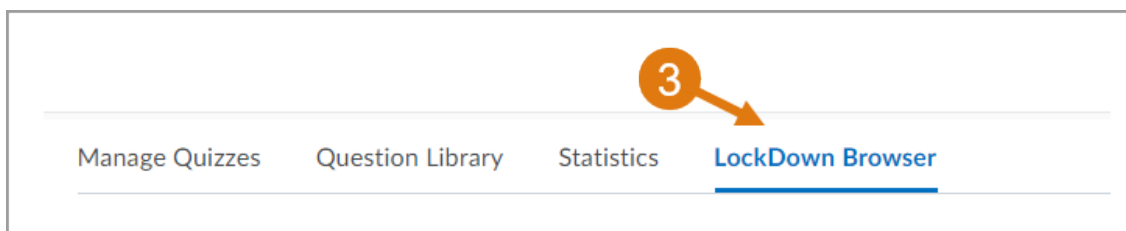
1. Within the Brightspace platform, access the course where you would like to add a quiz that requires LockDown Browser. Then in the Navbar for that course, click on **Course Admin**



2. From the **Assessment** section select **Quizzes**



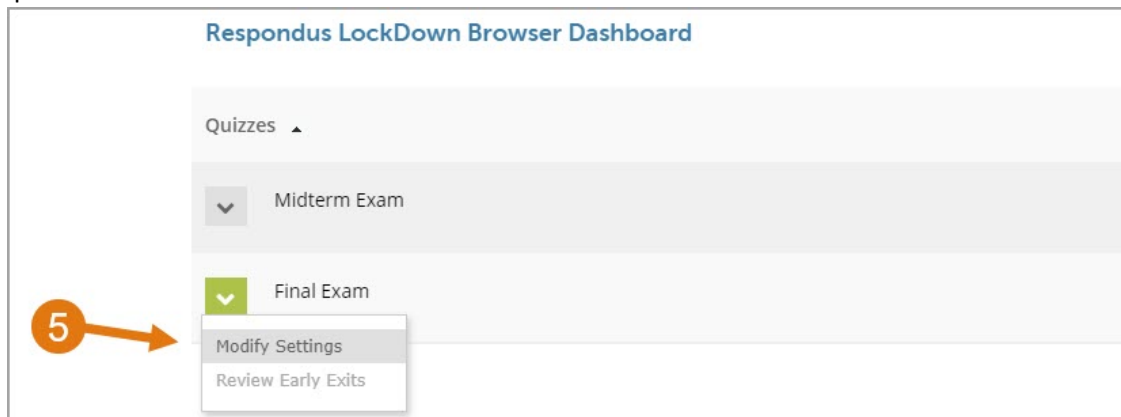
3. Select the **LockDown Browser** tab



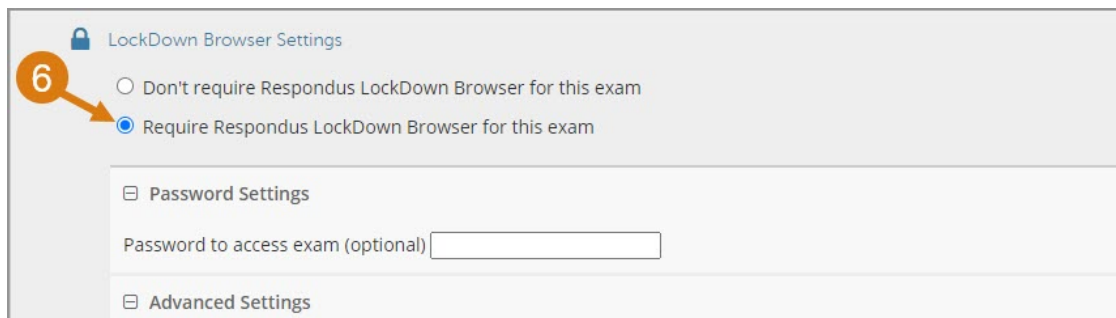
4. If this is your first time using LockDown Browser you will see in the bottom right corner of the screen the **Continue to LockDown Browser** button.



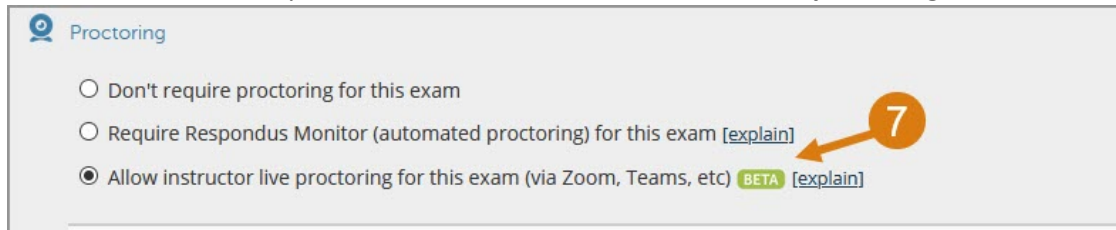
5. Your quizzes will be listed here and you will need to select the **Settings** from the pulldown menu to the left of your quiz name.



6. Within the settings, you will need to select **Require Respondus LockDown for this exam**.

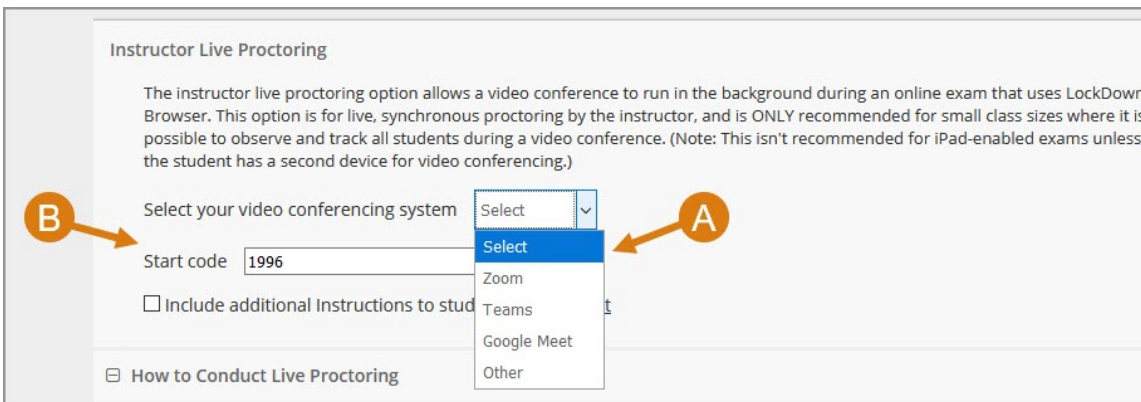


7. In the Monitor section, you will need to select **Allow instructor live proctoring for this exam**.



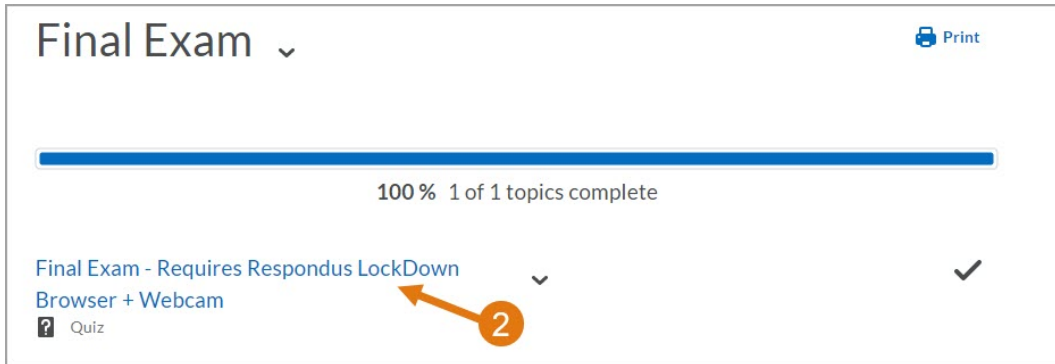
8. Within the settings, you will need to fill out the following fields:

- A. Select a videoconferencing system from the dropdown menu
- B. Provide a **Start code** which prevents students from starting the exam early

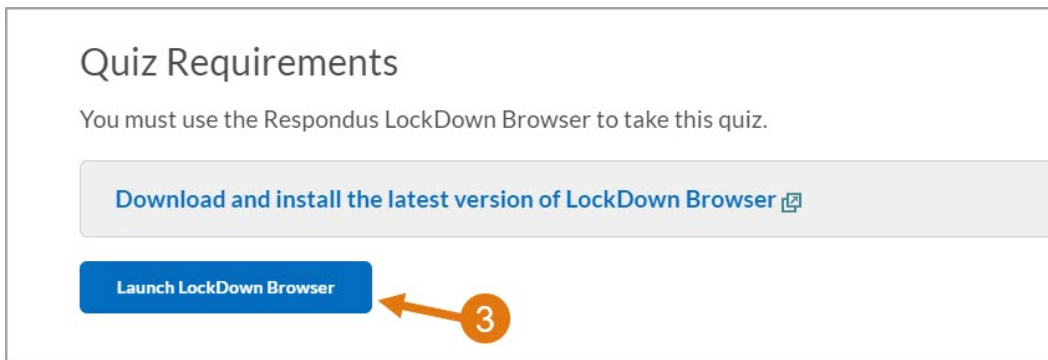


The instructor should post the videoconference invitation prior to the exam, students will then need to follow the steps below to take the exam:

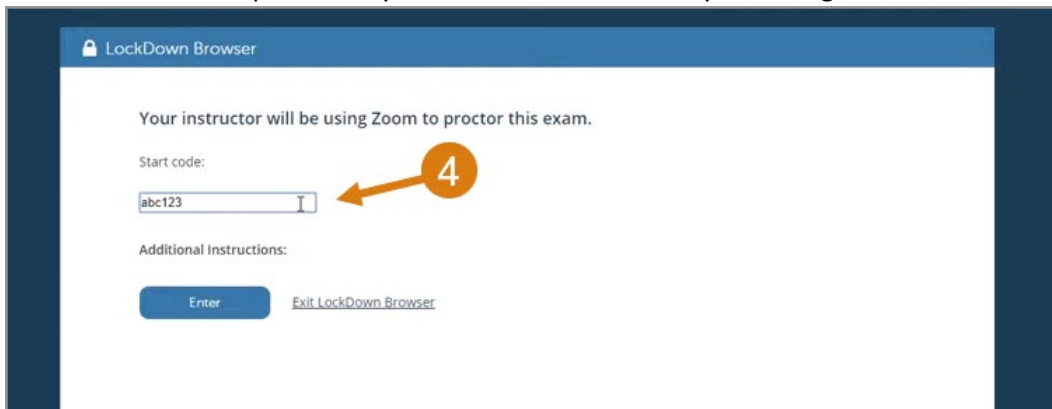
1. Connect to the videoconference call using the invitation link posted by the instructor
2. Log into Brightspace, select your course, and navigate to the exam location



3. Scroll down and click on **Launch LockDown Browser**



4. Enter the **Start code** provided by the instructor either orally or through the instructions to start the test



COMPARATIVE TABLE : RESPONDUS MONITOR & INSTRUCTOR LIVE PROCTORING

	<b>Respondus Monitor</b>	<b>Respondus Instructor Live Proctoring</b>
<b>Supports class sizes over 25</b>	Yes	No
<b>Supports asynchronous testing</b> Student can test any time during the established exam window	Yes	No
<b>Supports synchronous testing</b> All students start together	No	Yes
<b>Requires instructor to be online during full duration of exam</b>	No	Yes
<b>Allows instructor to speak with all test-takers during the exam</b>	No	Yes
<b>Supports recording of exam administration</b>	Yes	No
<b>Supports Windows</b>	Yes	Yes
<b>Supports Mac</b>	Yes	Yes
<b>Supports iPad</b>	Yes	No