

Examity

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Overview

Examity is a virtual online proctoring service that is integrated with UL Lafayette's Moodle learning management system.

Features

- Five different levels of service
- Authentication at all service levels
- Ability for faculty to see when students complete exams
- Detailed incident reports for any testing abnormalities
- Review of recorded test sessions by faculty

Supported Platforms

Examity can be used on any desktop/laptop platform using most common web browsers, use the latest updated browser at all times (Firefox is recommended). You can do a Web Browser Check to make sure you have no issues before taking an exam.

Scheduling and Fees

Students are able to schedule exam appointments with Examity 24 hours per day / 7 days per week. Students are responsible for the proctoring fees. Faculty should notify students of any additional costs at the beginning of the semester.

Request Proctoring Using Examity

To request Examity proctoring services, please complete this request form. After submitting the form, you will be contacted by an Instructional Support Team member who will provide you with further information and support.

Request Consultation

If you are interested in using Examiity for your online or hybrid course but would like some assistance getting started, we are here to help!

Fill out our Instructional Design Consultation form, and a member of our Instructional Support Team will contact you about moving forward with your project.

Support

Getting Started with Examiity (Print Friendly Version)

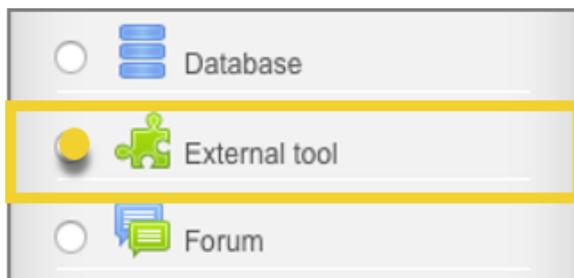
Part 1: Request Examiity Activation

*Note: You must wait 24 hours before Examiity and Moodle synchronize and pull all of your exam data from your course into the Examiity system. After 24 hours, you are ready to move on to Part 2: Moodle Link Setup below.

Part 2: Moodle Link Setup

Part 2A: Creating the External Link (For New Courses)

1. **Log** into your **Moodle course**, and **turn Editing on**.

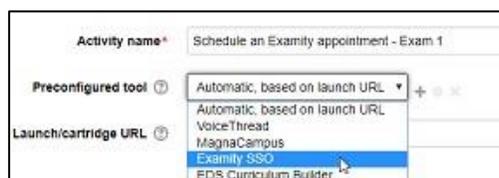


2. **Click** on the link to **+ Add an activity or resource**.

3. **Select** the option for **External Tool** from the **Activity Panel**, and then **click Add** at bottom.

4. **Type** in a **name** for the link that will appear in your course in the **Activity name field**.

5. **Click** on the **External Tool Type drop-down box**, and **select Examiity SSO** from the list.



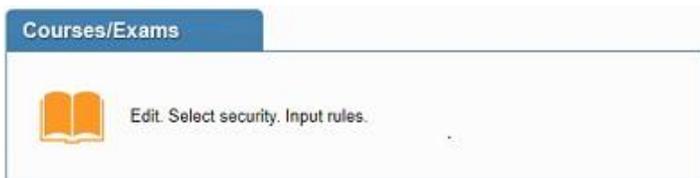
6. Click the **Show more link** below the Launch/cartridge URL field.
7. Select the **New window option** from the dropdown menu in the **Launch container field**.
8. In the **Grade section**, change the **Grade Type** to **None**.
9. Click on the **Save and ReturnTo Course button**.

Part 2B: Configuring an Existing Link (For Imported Courses Containing Links)

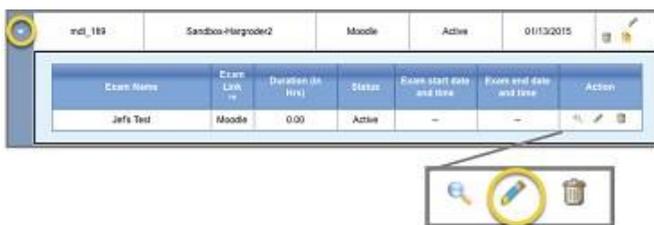
1. Log into your **Moodle course**, and **turn Editing on**.
2. Select **Edit Settings** from the **Edit dropdown menu** to the right of the link you would like to configure.
3. Click on the **External Tool Type drop-down box**, and **select Examy SSO** from the list.
4. Click the **Show more link** below the Launch/cartridge URL field.
5. Select the **New window option** from the dropdown menu in the **Launch container field**.
6. In the Grade section, **Change the Grade Type to None**.
7. Click the **Save and Return To Course button**.

Part 3: Examy Dashboard Setup

1. Click on the **Examy link** that you created in your Moodle course in **Part 2**.
2. Select the option to **log in as an Instructor**, and then **click the LOG IN button**.
3. Click on **Courses/Exams**.



4. From the list of your courses registered with Examy, **click the small triangle** to the left of the course in which you would like to configure an exam.*



*Note: If your exam is a Moodle quiz, the integration will pull the name of that quiz and you can continue to Step 5. If your exam is not a Moodle quiz, you will need to add the exam manually by clicking the Add Exam icon (small orange rectangle) to the far right of the course name and skipping to Step 6.

5. From the list of exams in that course, **click on the Edit (pencil) icon** to the far right under the **Action heading**.

6. Complete the Edit Exam form.

The screenshot shows the 'Add Exam' form in the Examyty system. The form is titled 'Add Exam' and is set for the course 'Sandbox-Hargroder2 [ndc_189]'. The 'Exam Name' field is empty with a red prompt 'Type Exam Name Here'. The 'FairExam Level' is set to 'Level 3'. The 'Duration of Exam (hrs)' is set to 00 hours and 00 minutes. The 'Exam start date and time' and 'Exam end date and time' fields are empty. The 'Upload a file' section shows 'Choose File' with 'no file selected'. The 'Exam Username' and 'Exam Password' fields are empty. The 'Any need for extended time and/or special accommodations?' field is set to 'No'. The 'Student upload file' field is set to 'Yes'. At the bottom of the form, there is a section for 'Exam Rules'.

- If your exam is a Moodle quiz, the fields for Exam Name and Link to access Exam will already be populated.
- A breakdown of FairExam Levels (proctoring levels) can be found at the bottom of this section.
- The field Exam end date and time actually sets the last appointment time for students. Therefore, you will need to factor in a cushion to allow students plenty of time to complete the exam. Our recommended cushion is at least one-half hour plus the length of your exam. So, if you were scheduling a 1hour exam that would close in Moodle at midnight, the final appointment time would be set to 10:30 p.m.
- The Exam UserName can be left blank.
- The Exam Password must match EXACTLY the password set for the exam in Moodle or other, 3rd party testing site. Copying and pasting the password is recommended over typing it in to reduce the opportunity for errors to occur. ○ You can use the Additional Rules and Special Instructions sections at the bottom of the form to make specific adjustments to Examyty's standard testing rules.

7. Once you have completed all fields on the form, **click** the **Update button** at the bottom.

Students will now be able to register and reserve their exam times. When they go to take the exam, Examyty will authenticate them. The individual student will open the exam site, and the Examyty proctor will take over his/her computer just to enter the password.

Examity Proctoring Levels

*All Examity proctoring levels include authentication.

Level AA

Auto-Authentication is ideal for those instances when a quick, easy and inexpensive testtaker identification is what you need. Designed for lower stakes assessments and meeting accepted standards, Level AA enables exam-takers to be identified without the need to advance-schedule. Students snap pictures of their ID and face and will be asked to verify a unique code in order to proceed to their exam.

Level LA

Live Authentication is best suited for tests that matter more, Level 0 ensures an agreed-to understanding of exam rules and “clean” test environment. Challenge questions, ID verifications, facial comparisons and full-recordings help make this level the most rigorous and accurate authentication on the market.

Level 1

After live authentication is completed, a random sample of tests will be live proctored. Since test-takers do not have prior knowledge whether they are part of the proctored group, level 1 tends to be a cost-effective way to promote fairness.

Level 2

When each and every test needs to be reviewed for violations, our Level 2 record-and-review solution might be the right choice. After live authentication, each test is recorded from start to finish and is later viewed by a proctor in order to ensure that no rules were violated.

Level 3

Live proctoring in real time! After completing the live authentication process, a proctor monitors the test-taker throughout the exam. Level 3 proctoring is ideal for high-stakes tests because proctors can question students who exhibit suspicious behavior, and note any violations as they occur. Level 3 is also appropriate for those less familiar with online testing, because the proctor may offer assistance throughout the exam experience, and with any technical issues that may arise. The entire process is recorded for later review, if needed.

Technical Support (Print Friendly Version)

For Examity tech support during a proctored exam, please contact Examity via phone at 855-392-6489 and also email at support@examity.com.
