

Setting Up Honorlock in Your Course

Honorlock is the USF online proctoring solution that is easy to set up in your Canvas course. Honorlock will help faculty to protect and maintain academic integrity in their Canvas exams.

Before Beginning

Before proceeding with setting up Honorlock, be sure you have disabled Proctorio from your courses following the instructions in the *Preparing for Honorlock* handout and recording.

Creating a Quiz in Your Course

You will continue to create your quiz as you have normally done by clicking Quizzes. Honorlock works with Classic Quizzes and New Quizzes. After you have created the exam under Quizzes, then you will proceed with adding Honorlock to your course and to your quiz.

Downloading Honorlock Extension

Honorlock works in the Chrome browser. Before adding Honorlock to your course and quiz, be sure to download the Honorlock extension.

1. Access the Chrome browser.
2. Type <https://static.honorlock.com/install/extension> in the address bar.
3. Follow the onscreen prompts to install the extension.

Adding Honorlock to Your Course

The first thing you will need to do in every course you teach is enable Honorlock. You only have to perform this step once in every course. Once you have performed this step, you can proceed with setting up your exam with Honorlock.

1. Access your course in Canvas using the Chrome browser.
2. Click **Settings** from the navigation menu on the left.
3. Click the **Navigation** tab.
4. Scroll down to the hidden section at the bottom and locate **Honorlock**.
5. Drag **Honorlock** up to the top section so it appears in the navigation menu.
6. Scroll down and click **Save**.

Note: Now you should see Honorlock visible on the left-hand navigation menu.

