

Using Honorlock with Third-Party Vendors

Within the College, we use several third-party vendors such as ATI, APEA, and APEX to help prepare our students for exams.

ATI

USF's proctoring software is **not** integrated with ATI's Proctorio. To incorporate ATI into a course, you will create instructions (whether in a document or within the course) and provide students with those instructions via an assignment, announcement, module page, etc.

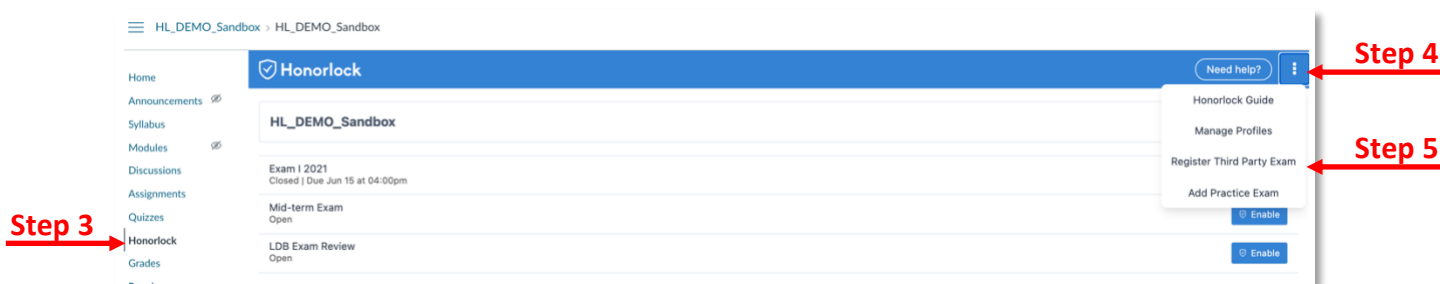
Students will access ATI's website, log in and complete their proctored assessment. Since the students are not completing the assessment in Canvas and faculty are not adding proctoring settings in Canvas, our switching to Honorlock appears not to affect us.

APEA and APEX

You can proctor APEA and APEX exams using Honorlock even though these exams are in a system outside of Canvas.

Creating the Exam in Canvas

1. Access your course in Canvas using the Chrome browser.
2. Verify you have added Honorlock to your course following the instructions in the *Setting Up Honorlock in Your Course* handout.
3. Click **Honorlock** from the navigation menu in Canvas.
4. Click the three vertical dots on the right.
5. Click **Register Third Party Exam**.



6. Enter the information on the next screen.
7. Select the appropriate settings. We recommend the following settings.
 - a. Record Webcam, Record Screen, Record Web Traffic, Student Photo, Student ID, Room Scan, Disable Copy/Paste, Disable Printing, and Basic Calculator.

- b. Allowed Site URLs. You will add the APEA or APEX exam URL to the whitelist and click **Add Site**.
- c. **Do not enable Browser Guard**. We want to ensure students can access the APEA or APEX website.

The screenshot shows the Honorlock interface. At the top, there is a navigation bar with 'Back to Exams' and 'Honorlock' logos. Below this is a 'Register a Third Party Exam' form with fields for Exam Name, Exam Start, Exam End, Exam Password, Exam Platform, and Exam URL/Link. A red bracket on the right side of the form is labeled 'Step 6'. Below the form is the 'Proctoring Settings' section, which allows users to customize their exam experience by selecting from various proctoring options. A red bracket on the right side of this section is labeled 'Step 7'. The 'Browser Guard' option is marked with a large red 'XX', indicating it should not be enabled. Other options include Record Webcam, Record Screen, Record Web Traffic, Student Photo, Student ID, Room Scan, Manual Review, Basic Calculator, Scientific Calculator, and Allowed Site URLs.

8. Click **Create**.