

Blackboard Quiz/Test Proctoring using Tegrity

IMPORTANT:

- Make sure you are using a computer or laptop with the necessary requirements.
- You must have a strong **Internet** connection.
- Test to make sure browser is working: <https://supportu.tegrity.com/#/diagnostic>
- Browser Settings: **NO POP Ups**.
- Install the Tegrity Recordings Manager.
- Go the following link to install: <http://help.tegrity.com/kb/install-tegrity-download-manager-on-a-pc>
- If you do not see the **Start a Recording** button your instructor may not have enabled it.
- You must start the Tegrity **“Take Test”** Recording before starting the Blackboard Quiz for it show as ‘Proctored’ to the Instructor in Tegrity. The Quiz Settings are determined by the Instructor and will be begin once you select the Quiz/Test.
- Make sure you have web cam if you do not have internal video camera on the laptop/computer.
- You also must have a webcam and microphone active to start a proctored test recording.
- **Do not close the laptop top** during or after the recording to make sure it is published to the ‘Tests’ tab for the Instructor to review.
- Email Alerts are set by default and will notify when a Recording has been uploaded or failed to upload.
- Only the Instructor will have be able to view the Tegrity Upload.
- Link to Tegrity Online Help: <http://help.tegrity.com>

General Requirements:

RAM Minimum 4 GB | Recommended 8 GB

CPU Minimum Pentium 4, 1.3 GHz | Recommended Intel i5 or better

Bandwidth Minimum 2 Mbps Upload Speed

Hard Disk Space:

Windows: 10GB minimum

Mac: 20GB minimum

Windows

Windows 7, Windows 8, Windows 8.1, Windows 10

Browsers:

Microsoft Internet Explorer (version – 11)

Mozilla Firefox (through version 53)

Google Chrome (through version 58)

Mac

OS X El Capitan (10.11.x), OS X Sierra (10.12.x), OS X High Sierra (10.13.x)

Browsers:

Apple Safari (through version 10)

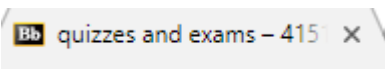
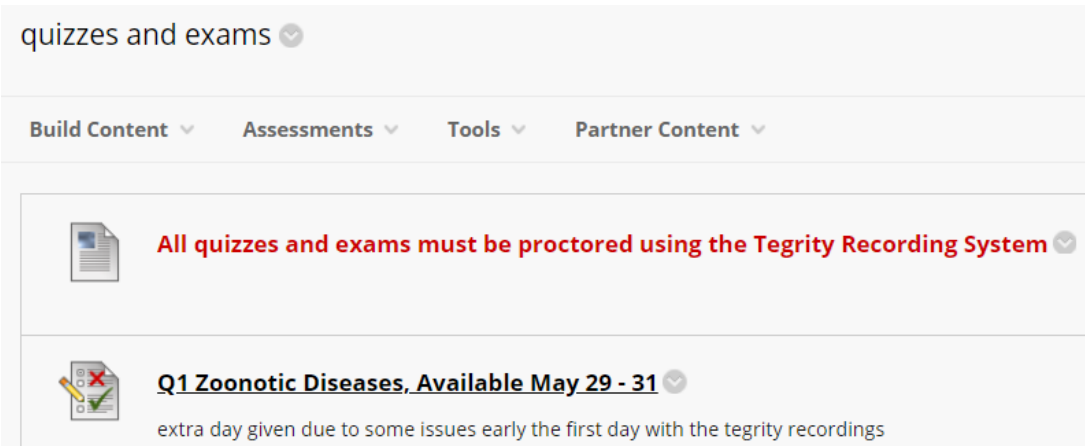
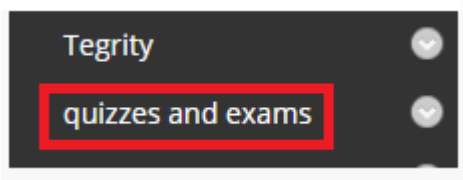
Mozilla Firefox (through version 53)

Google Chrome (through version 58)

Go to course in Blackboard and locate the quiz.

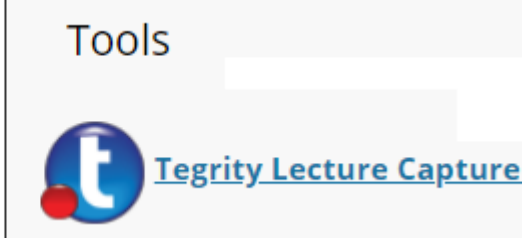
Note: Do not start taking Quiz until you have the Tegrity Test Proctoring Link/Screen open.

Note: Keep the screen open in your browser.



The Course Menu (on the left side of the Bb course) will either have a link "Tegrity" or link to "Tools." You can select Tegrity link or select the "Tools" link to open Tools and then select the Tegrity Lecture link.

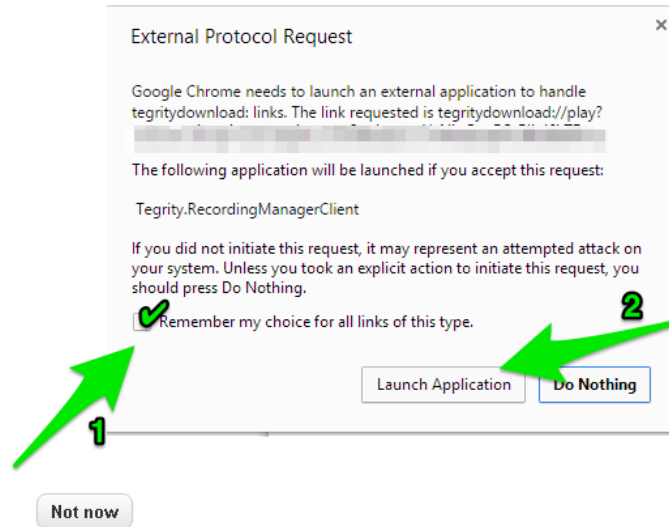
This will open another browser tab.



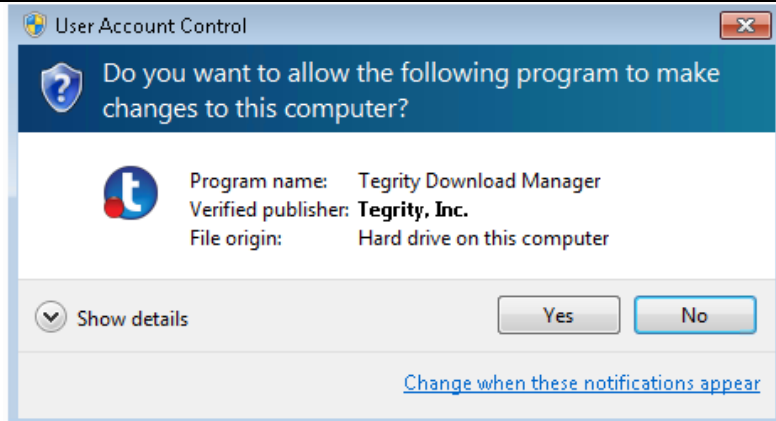
If the download manager is not installed you will see the option to install it, select download the "Tegrity Recordings Manager Installation"

You were redirected here because you need to **install / upgrade** the Tegrity Recordings Manager

1. Download the **Tegrity Recordings Manager Installation**
2. Double-click the downloaded file TegrityManager.exe
3. Tegrity Recordings Manager will launch in a few moments
4. If Tegrity Recordings Manager did not start, click **Download Recording**
5. If you see this dialog, check "Remember my choice for all links of this type" and click "Launch application"



Select Yes after installation.



If you see this pop-up select the box to "always open" and select "Open Tegrity Runner App."

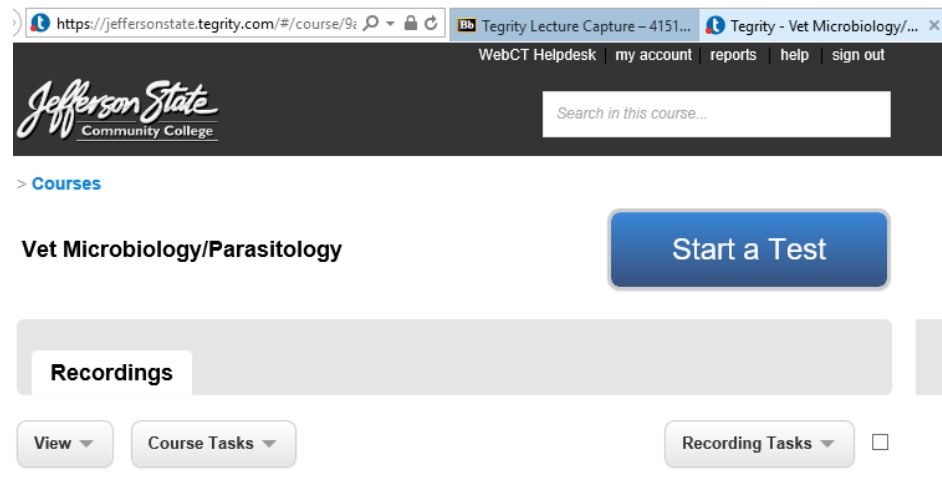
Open Tegrity Runner App?

- Always open these types of links in the associated app

Open Tegrity Runner App

Cancel

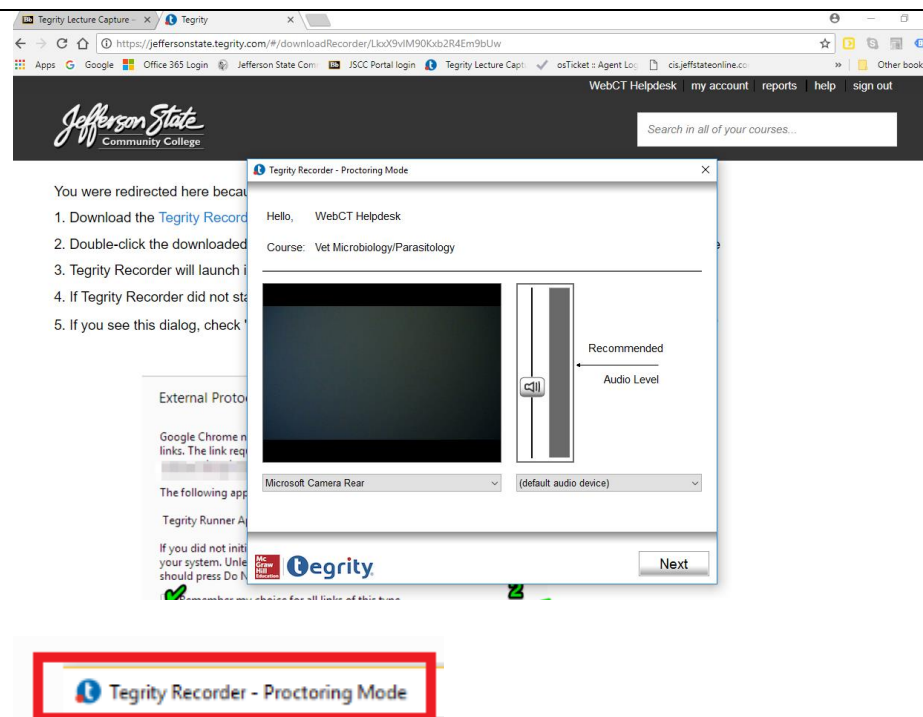
From your Tegrity Course, click "Start a Test."



A pop-up Tegrity Recorder- Proctoring window will be displayed.

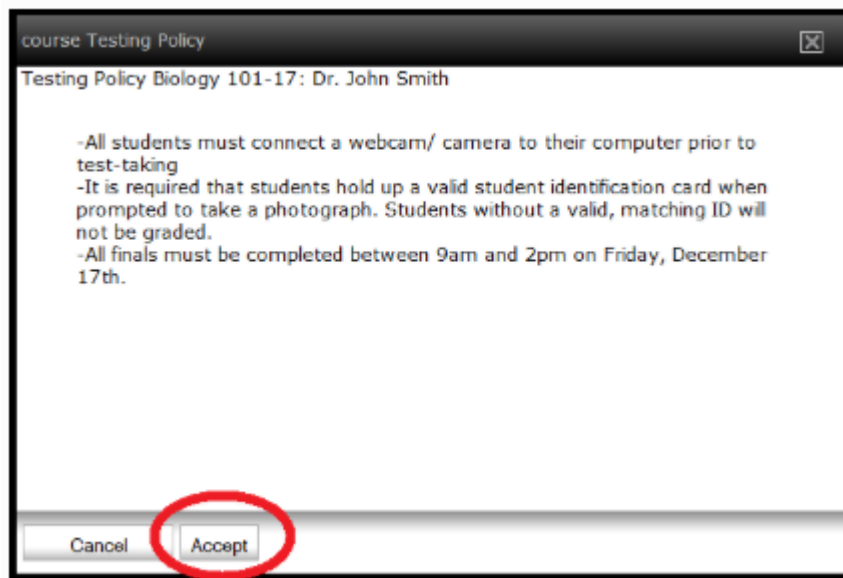
It will also say "Hello" _____ (your name) and the Course.

Check the settings to make sure you are viewing yourself in the video monitor area.



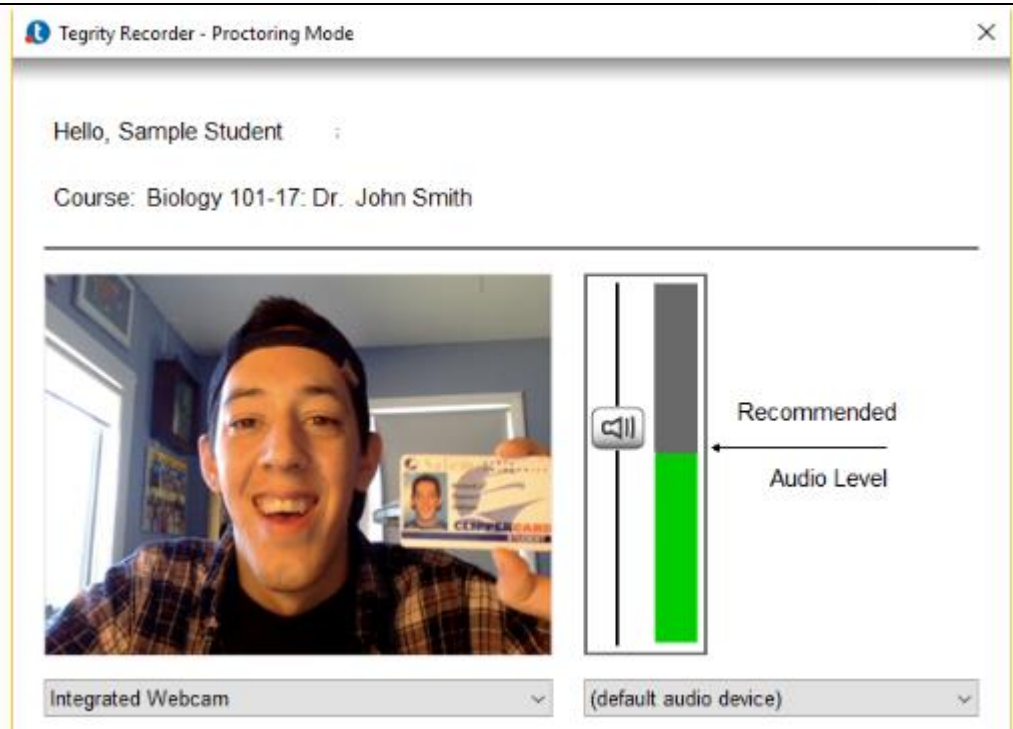
Course Testing Policy – may or may not show actual text (depends on the instructor).

Select “Accept” to continue.



Select the camera you wish to use, as well as the audio device if needed.

Click “Next” to continue.



Select "Take Photo" showing yourself so that the professor can be assured that it is you who is taking the test.

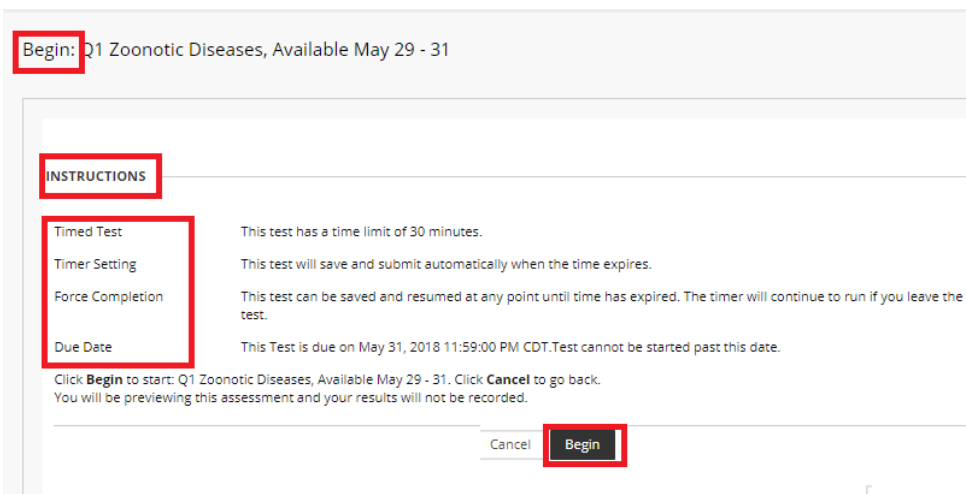
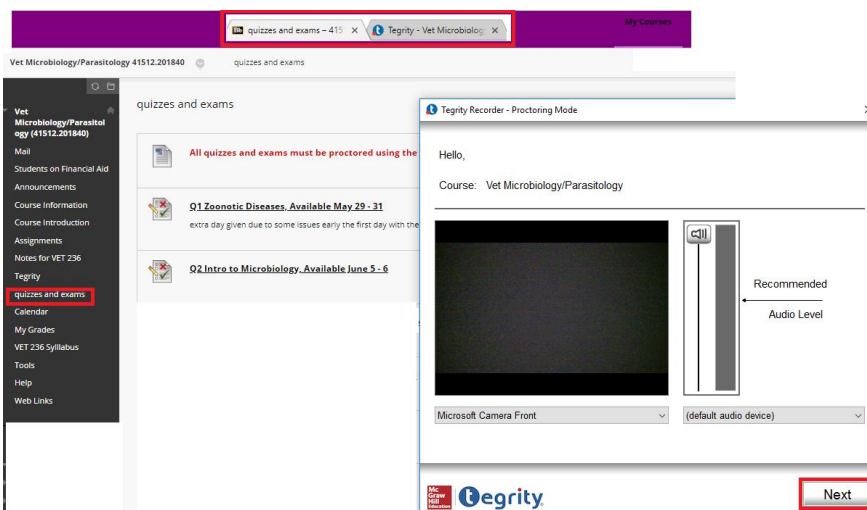
Click "Next."



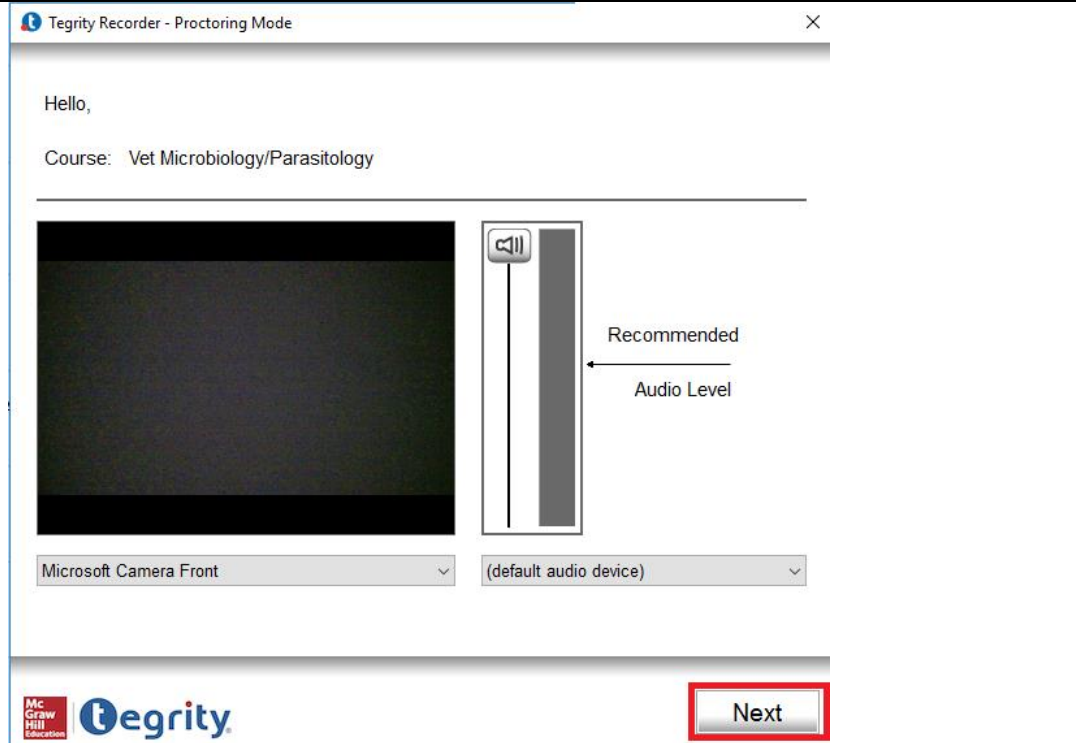
You can "toggle" between the 2 tabs to go to Blackboard Course and Tegrity Recording.

Note: The time for taking the Blackboard Quiz is still related to settings by Instructor meaning that the Quiz Time will begin when you select Start Quiz in Blackboard.

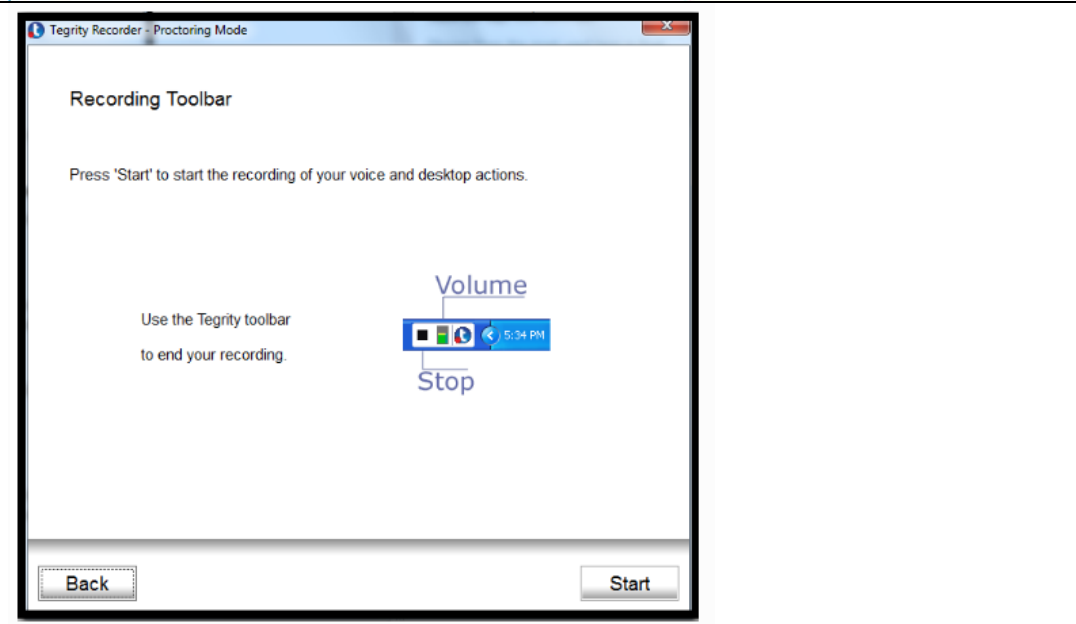
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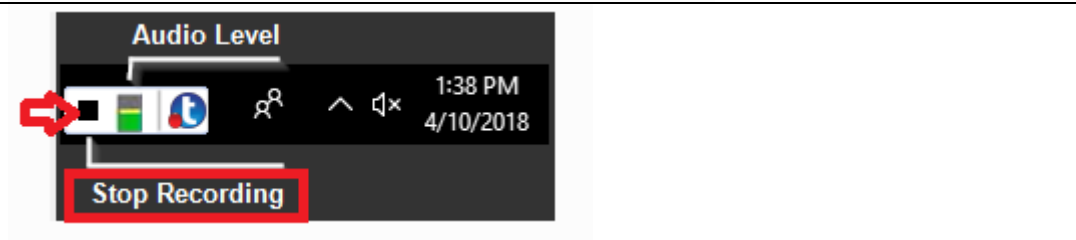
Select "Next" on the Tegrity Recorder to begin.



Click "Start."



When finished, press the "Stop" button in the Tegrity toolbar.



> [Courses](#)

Vet Microbiology/Parasitology Start a Test Start a Recording

[Recordings](#) **Tests**

View ▾ Course Tasks ▾ Recording Tasks ▾

▶ [WebCT Helpdesk \(webcthelp\)](#) 5/31/2018

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