How to Install Proctorio on your testing device

There is also a video available to assist you with this process (available in English and Spanish)

https://go.screenpal.com/channels/cZQvlLV3sl

| For this test, students need to have the following ready:	
Computer connected to internet	➤ You may only use a laptop, desktop or Chromebook and it must be connected to the Internet. It is recommended you use a wired connection instead of using wifi, to promote faster speeds and higher reliability.
Webcam and microphone (internal or external)	➤ To make sure your webcam and microphone are working, please go to: https://www.vidyard.com/mic-test/ ➤ Make sure you **Allow** permission to use the camera and microphone
Sound	➤ To make sure your computer audio is working, please go to: https://onlinehardwaretest.com/sound-test/
Chrome	➤ Google Chrome browser is a Requirement for remote testing. If you don't have the Chrome browser loaded on your testing device, use this link to download it: https://www.google.com/chrome/ ➤ Please ensure this is downloaded at least 24 hours prior to test
Proctorio Extension	➤ Finally, you need to get the Proctorio extension. Use the link below to download the extension and see the next page for detailed steps: https://www.getproctorio.com/ ➤ Please make sure this is set up 30 minutes prior to testing

1. **Install Proctorio Extension**

    a. Proctorio requires a Chrome extension. You only need to do this once. To download the extension, please go to: https://www.getproctorio.com/

    b. Click the button 'Click here to install the Extension'.
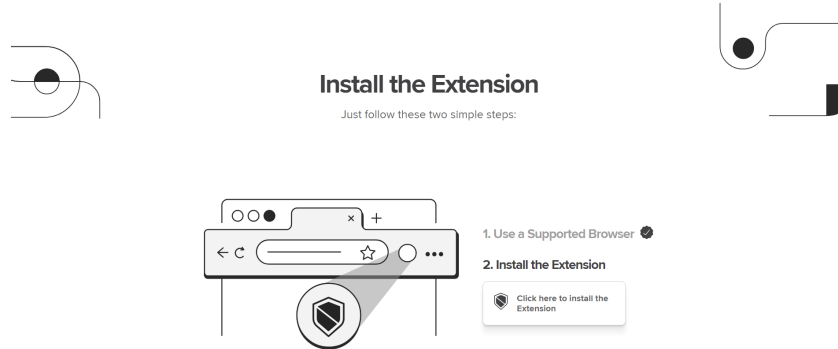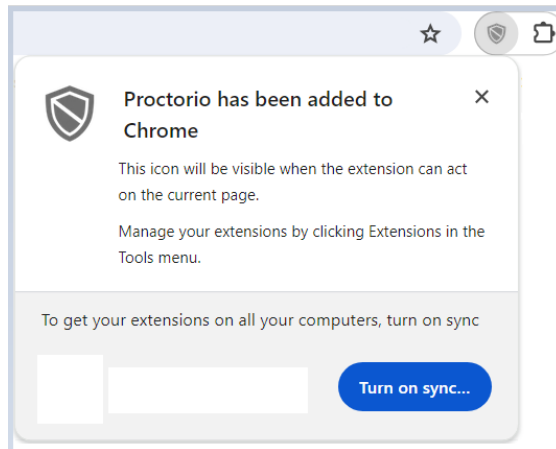

    c. You will be redirected to the Chrome Web Store screen. Click the 'Add to Chrome' button.
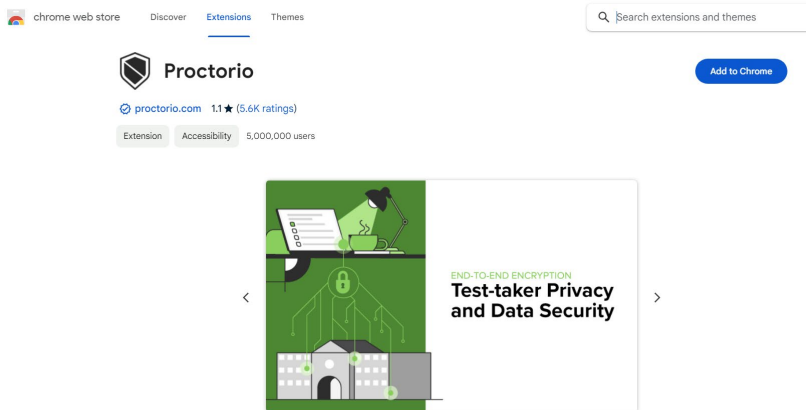
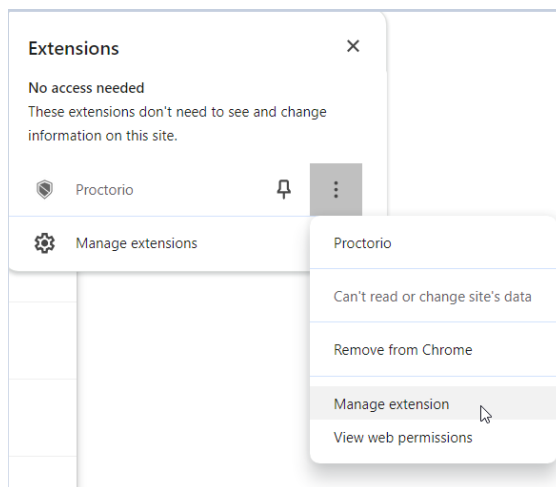   d. At the prompt, click 'Add extension'.
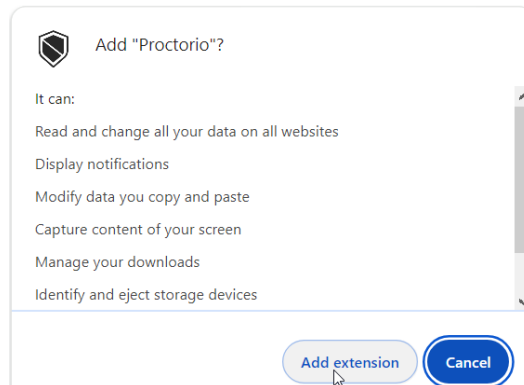
    e. Once successfully installed, a confirmation appears.

2. **Manage Extension**
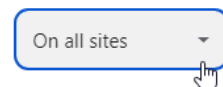
   a. Click the Extensions icon

   b. Click on the 'More options' icon, then 'Manage extension'

   c. Under Site access, ensure that 'On all sites' is enabled.

3. **Clear Cache and Cookies from All Time**

   a. Click the three dot icon in the upper right-hand corner

   b. Click 'Clear browsing data'

🗑	Clear browsing data...		Ctrl+Shift+Del

c. Click the Basic tab

Clear browsing data

Basic	Advanced

Time range   [All time   ▾]

☑ Browsing history
    Clears history, including in the search box

☑ Cookies and other site data
    Signs you out of most sites

☑ Cached images and files
    Frees up 319 MB. Some sites may load more slowly on your next visit.

G   Search history and other forms of activity may be saved in your Google
    Account when you're signed in. You can delete them anytime.

Cancel   Clear data

d. Set the Time range to 'All time'

e. Click 'Clear data'

4. Restart your computer.