ECU Proctoring Center
1031 WH Smith Blvd.

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Disclaimer

Thank you for joining us today, we would first like to start with some important information. Our center serves as a proctor within the UNC Online proctoring system. We do not have control of the UNCO proctoring network and/or Examity (Webcam proctor). However, as experts in the field of proctoring we are here to help and will do our best to answer any questions related to proctoring, UNCO exam input, Examity, etc.
About Us

• The ECU Proctoring Center offers free proctoring services to students enrolled in online classes at ECU, and other universities within the UNC system. Our state the art facility ensures the security of the proctoring and examination process and is equipped with surveillance cameras for your protection and to ensure academic integrity.

• Fall 2020 Proctoring Hours*
  – Monday – CLOSED
  – Tuesday – 8:30 – 2:00
  – Wednesday – 8:30 – 2:00
  – Thursday – 8:30 – 2:00
  – Friday – 8:30 – 1:30

*Hours are subject to change at any time due to COVID-19.
UNC Online

• The UNC Online Proctoring Network has been designed to enhance the academic integrity of online courses by providing students with an accessible pool of qualified proctors.

• Students must schedule appointments by visiting: https://online.northcarolina.edu/.
UNC Online Helpful Links

• How to create an exam:
  – https://unconline.zendesk.com/hc/en-us/articles/360040531532-How-to-
    Create-an-Online-Exam

• Syllabus language information:
  – https://unconline.zendesk.com/hc/en-us/articles/115005875263-Syllabus-
    TEMPLATE-for-Proctoring

• Providing required information:

• Scheduling an exam via webcam:
  – https://unconline.zendesk.com/hc/en-us/articles/360043398192-SUMMER-
    2020-How-to-Schedule-an-Appt-with-the-WebCam-Proctor-Examity-
Examity

- **Cost**
  - $11.00 = 1\textsuperscript{st} hour
  - $6.00 = per additional hour
  - Example: 90 min exam cost = $17.00
  - $3.00 surcharge for exams scheduled within 24 hours

- **Appointments scheduled through UNCO only**
- **Webcam-based proctoring with live proctor**
  - No paper-based exams
- **Refunds** – automatic after cancellation within 3 – 5 business days
- **Appointment is available only 15 minutes before scheduled time**
Tips to use when entering exams

• **Exams provided**
  – Limit number of exams that require proctoring, at most 2 exams if possible

• **Time limit**
  – Some proctors charge fees, reducing time limit will minimize fees

• **Allowed materials**
  – Limit allowed materials if possible, stick with basic paper/pencil/calculator

• **Password**
  – Character limit, easy for proctors to understand but hard for students to guess

• **Be specific**
  – Always provide as much information as possible for proctors

• **Exam windows**
  – Provide longer exam windows given the limited availability of many proctors
Questions??