

Signalling Maintenance Training Handbook



Introduction to Proctoring

Proctored testing definition

The meaning of proctored exams/assessments implies that the testing process is overseen by a proctor who ensures learning integrity and prevents test takers from cheating. In the context of online assessments, the role of the invigilator can be taken by a special software solution, which runs on a test-taker's device and has access to their web camera and microphone. As a result, organisations can supervise the assessment process in real time, thus reducing undesirable test taker activities.

Benefits of using an online proctoring system:

- Upholding standards integrity by ensuring honest conduct during testing
- Deterring test takers from unethical practices such as deception, thus maintaining a level playing field
- Increased accessibility by facilitating assessments for test takers irrespective of their geographical location
- Enhance efficiency and convenience by eliminating the need for physical invigilation
- Promote fairness and objectivity by reducing the scope for human errors and biases.

The three critical stages:

1. **Authentication.** Every online proctored test starts with the authentication process. Test-takers are usually asked to enable their web cameras and provide their identification documents. Once the images from the two sources are compared and verified, the test taker can start the assessment
2. **Real-time monitoring.** Online proctored testing means that test takers are being overseen during the whole exam session, flagging any suspicious behaviours for post-assessment review by assessment administrators and eliminating dishonesty
3. **Data storage and review.** Apart from detecting undesirable activities in real time, online proctoring usually involves video and audio data storage. Therefore, if there are any disputable situations, assessments can be reviewed after the test is finished.

The benefits:

- **Flexibility.** Online proctored testing allows individuals to take exams/assessments anywhere and at any time, meaning that they don't need to travel to a specific assessment location, thus can enjoy the comfort of their homes.
- **Fair test environment.** Despite often being considered only as a tool to detect unethical test taker behaviour, proctoring also ensures examination fairness.
- **Decreased anxiety.** Recorded and automated proctoring comes with less stress. Not only can students take an exam in a more comfortable place, but also there is no need to communicate with human examiners.

Requirements of taking the online proctored assessment

To take the online assessment, test takers are required to have access to a particular technical infrastructure:

- A desktop computer or laptop that complies with the proctoring system requirements and has a web camera, microphone, and robust internet connection
- During the online proctored assessment, test takers must not talk or make other noises since they can be interpreted as fraudulent behaviour
- Remember that the test cannot be interrupted, meaning that you cannot exit the room or disappear off screen until the assessment is finished
- Once all the requirements are met, test takers can begin the test.