Preparing Your Brightspace Course Shell and Exams for Examity Integration

In order for a course and exam to be picked up in the file run that populates the Examity system, both the course itself and the exams to be proctored need to be enabled to students.

Prepare Your Brightspace Course Shell

1. Copy your content into the shell as you typically would
2. Prepare your Brightspace exams for integration (explained below)
3. Enable your course to students

Prepare Your Brightspace Exams

In order for Examity to pull the information it needs from your exams into its system, be sure the following Availability Dates & Conditions are included and correct prior to requesting the Examity integration:

The word "Examity" must be in the exam title in Brightspace

The Examity platform will pull only courses whose title contains the word "Examity." This is to ensure that only courses that will be using Examity for proctoring are loaded into the platform.

Availability Dates and Conditions:

Be sure that **Start** and **End** Dates are set for the exam along with times as appropriate.

Password:

You will be creating a password for this exam. **Do not give this password to your students**! The Examity Proctor will enter it for the student after verifying student identity. This password field is what prevents a student from bypassing the Examity system and taking the exam only through Brightspace.

Timing (duration of the exam):

Under "Timing and Display," go to "Manage Timing."

You must be sure to check the "Enforced Time Limit" button and enter the time limit – the maximum number of minutes for the exam. For the Grace Period, enter "0" (zero) so that the exam cannot be changed after the time limit. Examity will use this value in their setup.

Timing

○ No Time Limit   ○ Recommended Time Limit   ◉ Enforced Time Limit

Time Limit *   Grace Period *

120   minute(s)   0   minute(s) before flagged as exceeded time limit

Exceeded Time Limit Behaviour
After the grace period, flag the quiz attempt as exceeded time limit and,
○ Allow the student to continue working
◉ Prevent the student from making further changes
○ Allow the student to continue working, but automatically score the attempt as zero after an extended deadline.

OK   Cancel

Add to Gradebook:

Make sure that the exam is added to the gradebook.

‹ Back to Manage Quizzes   Midterm Exam (proctored)

Name *

Midterm Exam (proctored)

Grade Out Of   Due Date

100 points   Not in Grade Book ⌄   ?   🗓 M/D/YYYY

Description   Edit or Link to Existing

This is the   Add to Grade Book   Modules 1 - 6. It is a proctored exam.

Note: You are not limited to the settings listed above. They are simply the minimum settings required. You can still randomize, show one question at a time, etc. in addition to the required Examity settings.