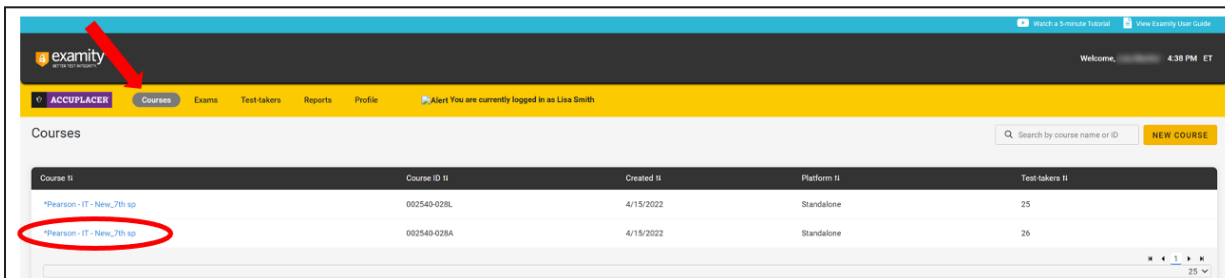


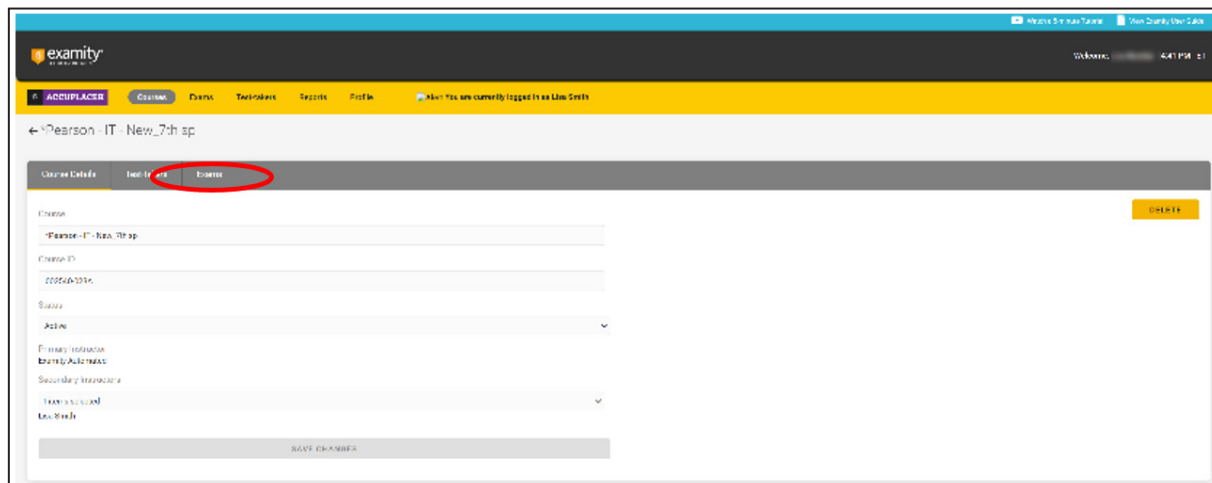
Instructor Quick Guide

How to View Exam Recordings

1. Login at the login page with your Instructor Credentials
2. From the main navigation **Courses** link, click on the **"Course Name"**

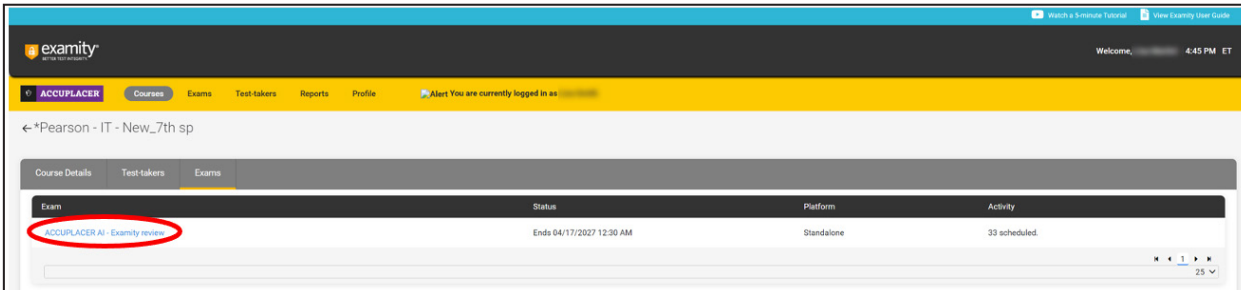


3. This brings you to **Course Details**. Click on the **"Exams"** tab

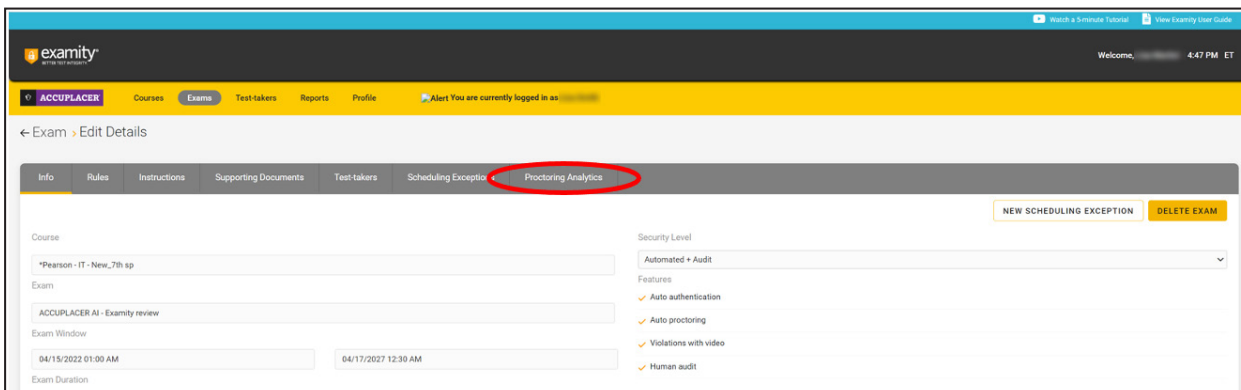


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4. Then click on the “Exam Name”

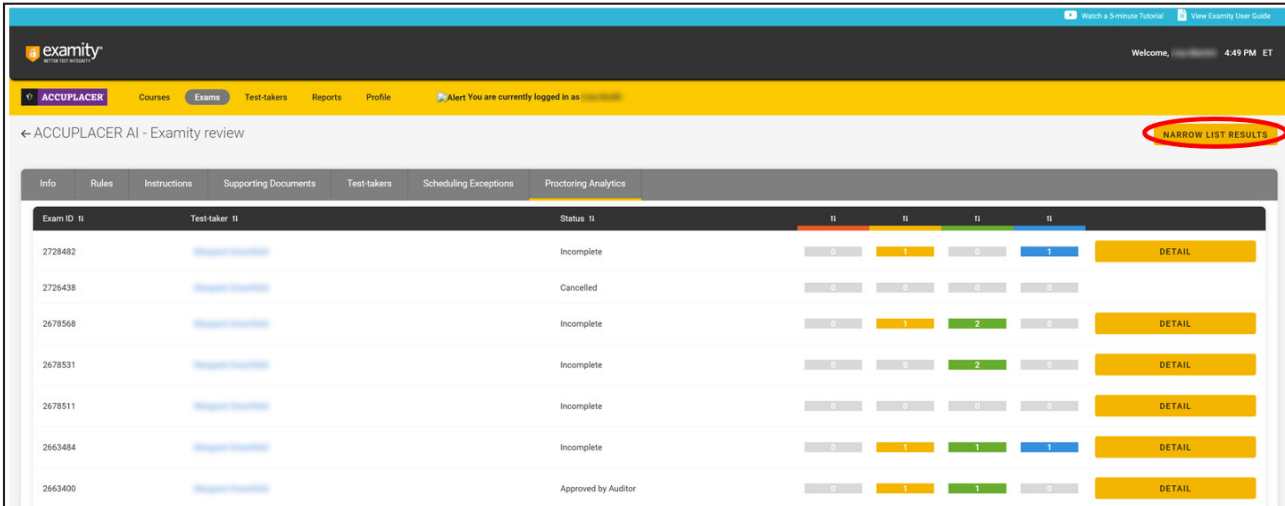


5. This brings you to Exam Details. Click on the “Proctoring Analytics” tab

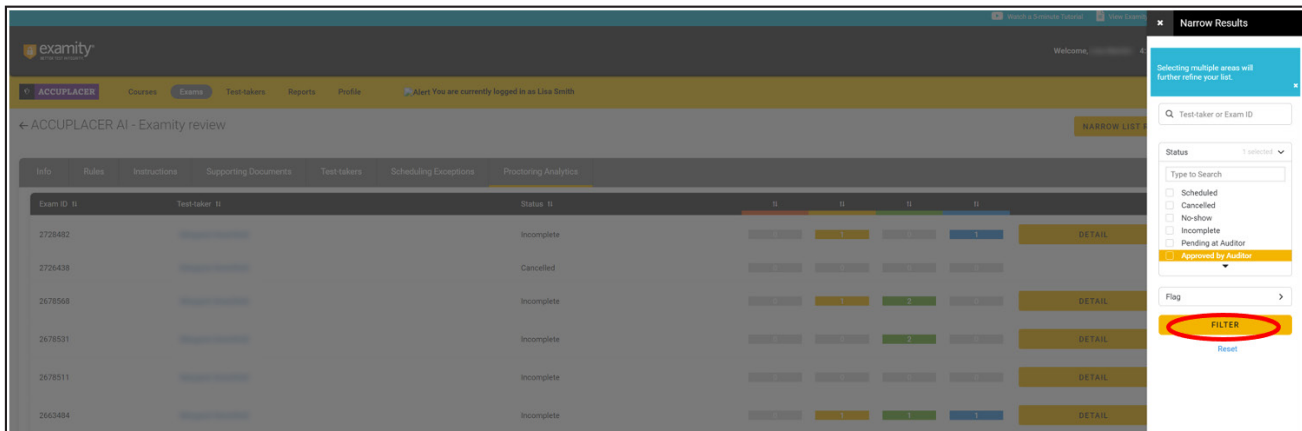


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6. This brings you to **Proctoring Analytics**. If you are looking for a particular Exam ID, or a particular Test-taker, click the **“Narrow List Results”** button

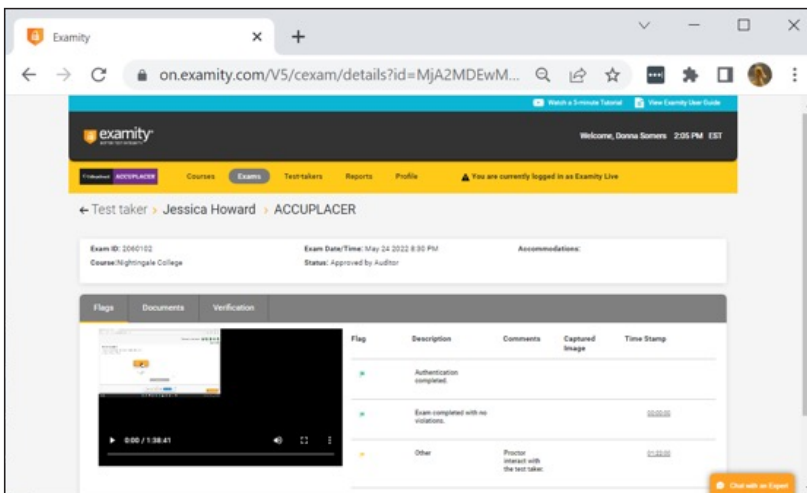
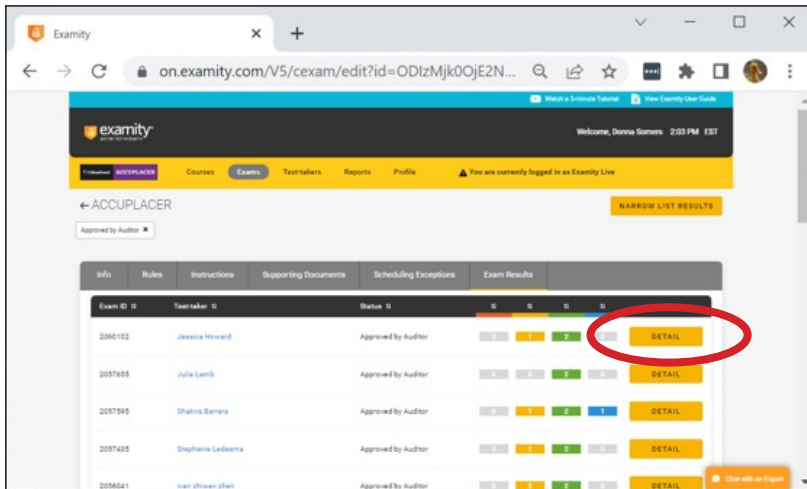


Here is an example of setting the filter for **All Approved by Auditor** exams. Click the **“Filter”** button to view the results



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7. Then click on the **“Detail”** button to view Test-taker information, **video**, and flag details.



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