Setup and Register to take your Proctored Exam

If you have never set up your profile via SmarterProctoring, you must follow directions below first (This is a one-time setup):

1. Log into Canvas, click on MSVCC online course
2. Click on SmarterProctoring - located on the left side of the Navigation Bar
3. Click on Launch
4. The first time you access SmarterProctoring, you will see "Welcome to SmarterProctoring Registration"
5. Click on Begin Registration
6. Complete registration information
7. Enable SMS notifications
8. Save Registration

How to schedule your appointment via SmarterProctoring

1. Log in the specified online course in Canvas (**you MUST do this for each proctored exam**), click on SmarterProctoring, you will see your Dashboard which provides information on your upcoming proctored exams. You will also see the steps you need to complete to schedule your proctored exam.
2. Click Select Proctor
3. Click on Face-to-Face Proctor to see list of MSVCC approved proctors
4. Click Request Session, you will see RegisterBlast screen
5. Click Continue Scheduling Session
6. Click on day and time you wish to schedule your appointment to take your exam, you will get a validation verification to verify test and student information
7. Click Register
8. Click on Dashboard to see and print details about your exam
9. Arrive at scheduled time and location with student photo ID

If you have any problems click the "Help" button in the top right corner