

Note: This guide is for Blackboard Ultra courses.

This guide will teach you how to view results for an Honorlock enabled exam. For more information, please refer to the <u>Honorlock support page</u>.

1. Open the **Honorlock tool** from your course menu (Figure 1).

Honorlock Hidden from students •	
FIGURE 1	

2. Click on the **Results** button next to the test you would like to view results for (Figure 2).

Week 5 Test Open	Results	Settings
1 Completed Session		
FIGURE 2		

- 3. The Assessment Results page will open, which will show the results from each student (Figure 3).
  - You can see the name, submission date, and the time the student took on the exam on the top left.
  - Below the name and time information, you will see any indicators of potentially suspicious activity.
  - At the right, you can mark an exam submission as reviewed, email the student who took the exam, or review the exam in higher detail.

## FIGURE 3

4. To view more information, click **Review**. You will be able to watch the student's webcam footage and view a log of exam activity. Certain events can be expanded to show more details (Figure 4).

High	1:23:06 PM	Screencapture Video (3 indicators)
High	1:23:33 PM	Test window lost focus
Medium	1:23:55 PM	Online resource accessed https://ccsu-amc.ivanticloud.com/?returnUrl=https%3a%2f%2fccsu- amc.ivanticloud.com%2fDefault.aspx%3fNoDefaultProvider%3dTrue
Medium	1:24:06 PM	Online resource accessed https://www.google.com/search? q=4%5E2&rlz=1C1GCEB_enUS1037US1037&oq=&aqs=chrome.1.69i57j6j0i
FIGURE 4		





## View a Summary Report

- 1. Navigate to your course's Honorlock page, then open the results for your exam.
- 2. Click the **Summary Report** button at the top right of the screen (Figure 5).



3. The full report for the exam's results will only become available after the due date has passed. Within this report, you can review the flags captured by Honorlock (Figure 6).

Honorlock sorts sessions by violations observed.

- Critical Sessions: Exam sessions where one or more violations were observed.
- High Flags: Exam sessions with at least one high-incident flag marked.
- **No issues**: Exam sessions without any violations observed.
- 4. If you would like to export the summary, click the **Summary Export** button at the top of the screen. The summary will be downloaded as a PDF file.

Summary Report for Assessment : Week 5 Test				
Results Search & Destroy Settings				
Assessment Info	Assessment Guidelines			
Assessment Administrator: Matthew O'Donnell	Open Book Allowed	Off â		
Course: ODonnellMSandbox (CCSUSandboxODonnellM)	Notes Allowed	Off		
	Scratch Paper Allowed	Off		
U Test Takers	Restroom Breaks Allowed	Off		
Full proctoring report available after assessment due date	Handhald Calculator Allowed	Off <sup>*</sup>		
0	0	0		
Critical Sessions	Test Takers w/ High Flags	Test Takers w/ no issues		

**FIGURE 6**