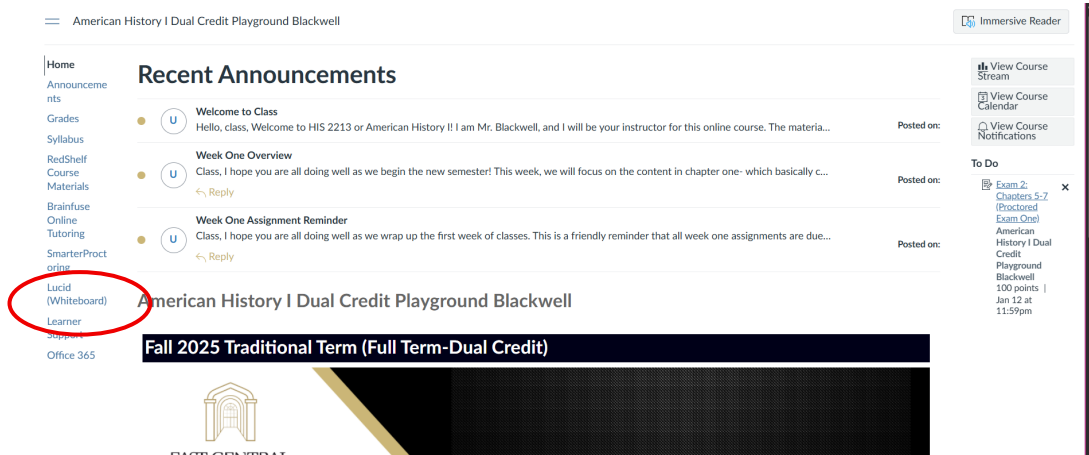


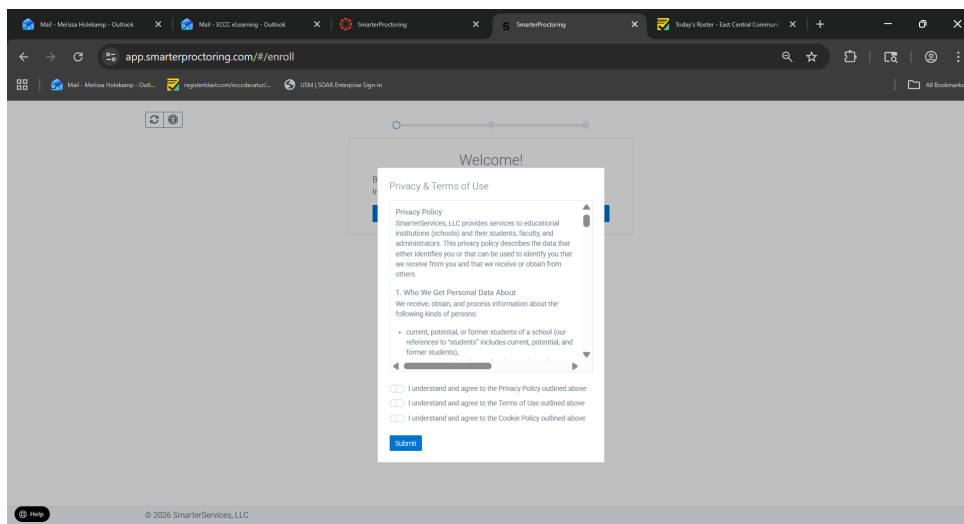
SmarterProctoring Instructions for Students in Canvas (Registering for a Proctored Exam)

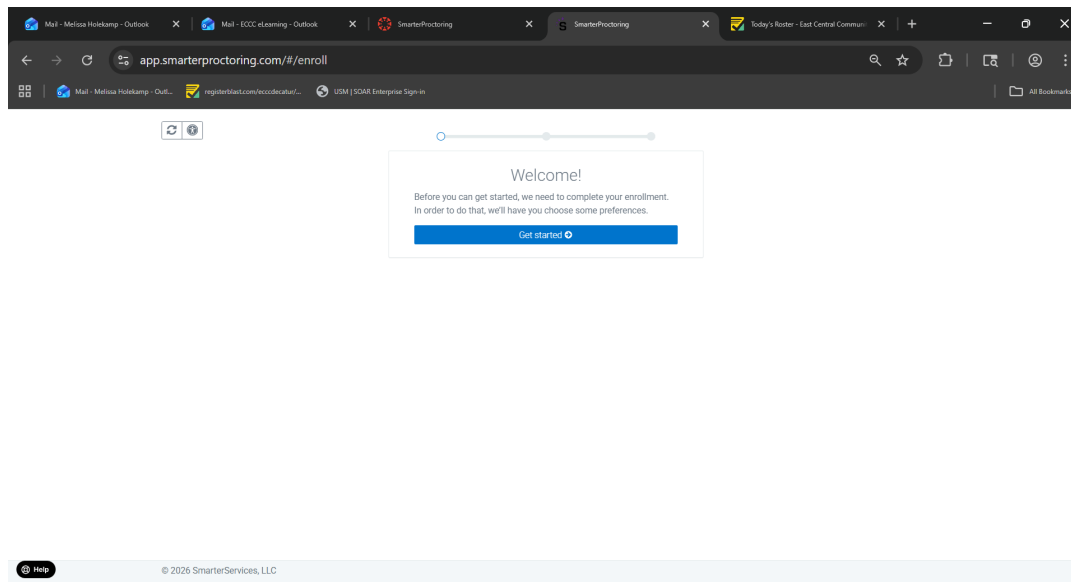
1. Logging into SmarterProctoring

Log into your Canvas course and click on the SmarterProctoring link in the navigation panel on the left side of the screen.



The first time you enter SmarterProctoring you will begin by filling out the registration form.



A screenshot of the 'Profile Settings' form in the SmarterProctoring application. The form is titled 'Profile Settings' and has a 'General Settings' tab selected. A yellow warning box states: 'In order to provide you with accurate information, please fill out the form below. Required fields are marked with an asterisk (*).'. The form contains several input fields: 'First Name *' with the value 'Test', 'Last Name *' with the value 'Student', 'Preferred Email *' with the value 'elearning@ecccc.edu', 'Home Phone Number' with a dropdown menu set to 'Home Phone Number', 'Mobile Phone Number' with a dropdown menu set to 'Mobile Phone Number', and 'Time Zone *' with a dropdown menu set to 'America/Chicago'. The footer of the page includes a 'Help' link and the copyright notice '© 2026 SmarterServices, LLC'.

Be sure to select the correct time zone. Choosing the wrong time zone will cause your exam to be scheduled at an incorrect time.

Time Zone *
America/Chicago

Default Currency *
US Dollar

Providing your location helps us show the proctors closest to you. The more precise you are with your location, the more accurate your proctor results will be. At a minimum, you must provide a city.

Location *
Enter a location...

Please search for a location using the field above.
You can search for full address, city, zip/postal code, or institution name.

Save

2. Scheduling Your Exam

You must schedule an appointment for each individual proctored exam. At the “Learner Dashboard” you will see each proctored exam for the course you are currently viewing. To schedule a testing session, click “Choose a Proctor” for the exam you wish to schedule.



My Exams Messages Test - Help

My Exams

Active Exams

Exam 2: Chapters 5-7 (Proctored Exam One)

Scheduling will close soon. You must select a proctor before 1/12/2026 at 11:59pm CST.

Choose a proctor

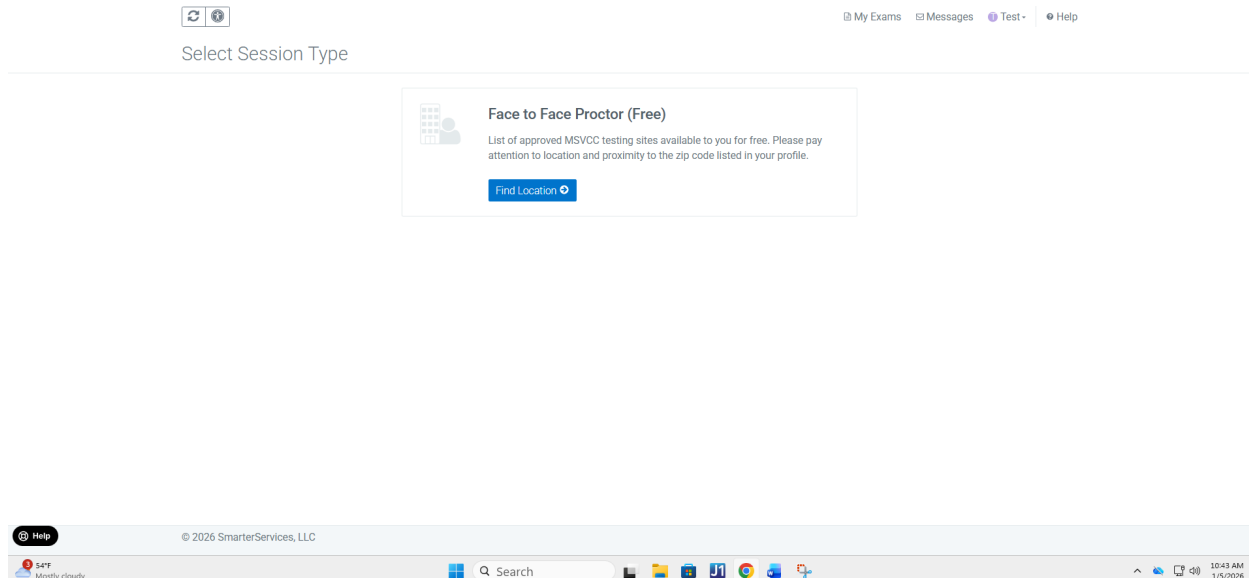
Exam Information

Type	Opens	Closes
Computer Based	1/5/2026 at 12:00am CST	1/12/2026 at 11:59pm CST
Exam Duration	Scheduling Opens	Scheduling Closes
1 hour 30 minutes	1/5/2026 at 10:07am CST	1/12/2026 at 11:59pm CST

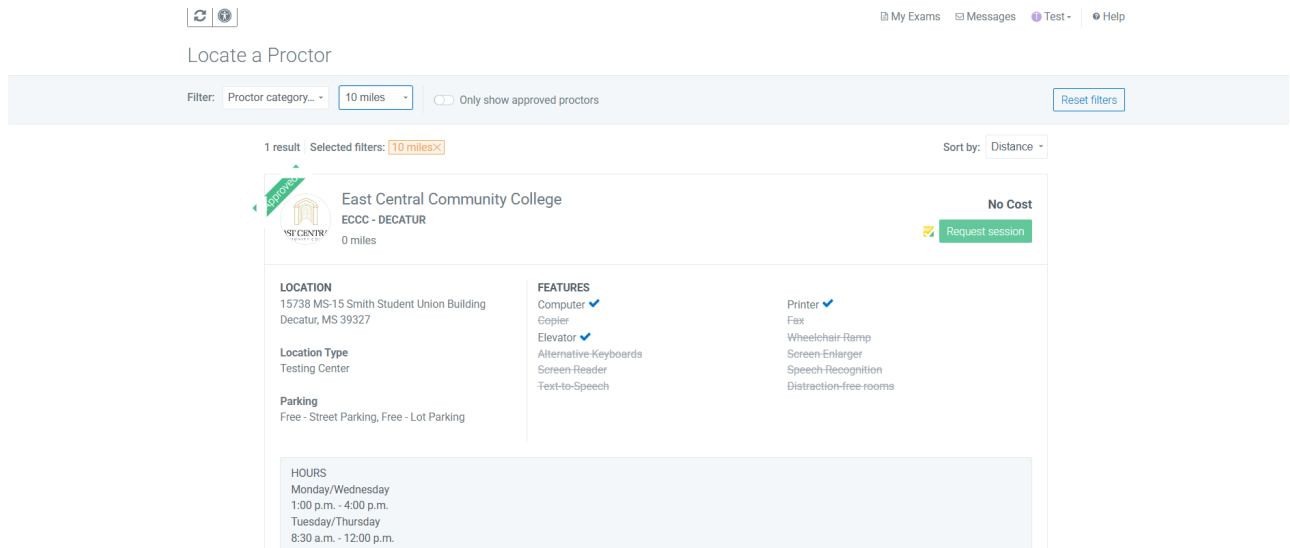


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You may select Face-to-Face proctoring (free at any official testing center) or select SmarterProctoringLive if you wish to use a third-party service for remote off-site proctoring.




You will see the testing locations that are approved for the course. The options depend on the location and the travel distance you have selected. Click “Request Session” for your preferred location.



You will be taken to RegisterBlast to schedule the exam. A calendar will appear that shows the available dates for the exam. Select the date and time you wish to take your exam and fill out the required information to submit the request.

Filter: Proctor category: 10 miles Only show approved

1 result Selected filters: 10 miles



East Central Community College

ECCC - DECATUR

0 miles

LOCATION

15738 MS-15 Smith Student Union Building
Decatur, MS 39327

LOCATION Type


Testing Center

Parking

Free - Street Parking, Free - Lot Parking

HOURS

Monday/Wednesday
1:00 p.m. - 4:00 p.m.
Tuesday/Thursday
8:30 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.



Your school uses RegisterBlast™ to schedule exam sessions. RegisterBlast manages all aspects of the session registration process.

Next Steps

1. You will be sent to your school's scheduling site to find session times and complete your scheduling.

You can cancel this process at any time to return to SmarterProctoring.

2. Once you have finished scheduling your session, you will be returned to SmarterProctoring. Your instructor will be notified of your scheduled session.

Continue

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Help

2

Select a date for your exam

Choose the Date

Monday, December 12, 2016



3

Choose a Time

Exam Start Time

(select a date above)

(select a date above)

1:00 PM

1:30 PM

2:00 PM

2:30 PM

3:00 PM

Will you be taking this exam or are you registering for someone else? Please enter the test taker's information.

3. Taking your Exam

After scheduling, you will see the details of your exam (allowed items, duration, scheduled time, etc.). You will receive an email with confirmation of your appointment. You may also print confirmation of your appointment for your records.

Name:	Jack Smith
Exam:	SmarterProctoring
Date:	6/4/2015 8:00:00 AM
Location:	
Registerblast Order Number:	1290516
Invoice Details:	
Order Number:	1261854
Testing Center Contact Info:	
Decatur - Main Campus	
P.O. Box 129 Decatur, MS 39327 E: cwilhite@eccc.edu	
P: 601-635-6249	

Once you have selected a testing center (such as East Central Community College-Decatur), you are required to take your exam at that location. The proctor at that location will have all the necessary information to proctor the exam.

Bring a valid photo ID. Digital ID is only accepted through official apps (ECCC or MSDMV); a photo of your ID WILL NOT BE ACCEPTED. You will not be allowed to test without valid identification.

4. Rescheduling/Canceling your Exam

If you need to cancel or reschedule your exam, you will again log into your Canvas course and select the SmarterProctoring link from the navigation pane. To choose a new date and time for your test, select the Reschedule Session button. To cancel your appointment, select the Cancel Session button.

Please note that your instructor will see your scheduled appointments or lack thereof. It is the student's responsibility to make an appointment with an official testing center within the examination date range.