



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

The Office of Special Sessions & Programs

Dear Online Faculty:

As you may be aware, we are providing you with the option of using Remote Proctor NOW (RPNOW), to proctor examinations for students in 100% online courses (ASY & CMB). The system will record your student's webcam, audio, and desktop; Software Secure's Certified Video Reviewers will then review the examination attempts to confirm that the students adhered to our college's standard policy (attached) and your test taking policies.

RPNOW is intended to be used for 100% online course mid-terms, finals, and major tests, and not quizzes. If you decide to use this service, please add the requirement for a computer camera and audio capability to your syllabus, as well as to your text/materials listing through the bookstore. If you have any local technology questions/issues, please put in a HelpDesk ticket at:

<https://idm.suny.edu/security/login/loginForm.do?redirectUrl=https%3A%2F%2Fidm.suny.edu%3A443%2FSSSO%2Fcustomauthn.jsp%3Frefid%3Did-eOV9BNJscf2Q3SwMh5uCWrlxQIQ->

To use the system, you'll need to register the exams on the RPNOW Admin site after you've created your exams within Blackboard. If you have any questions on its compatibility with other learning management systems, please email Software Secure at the email address listed below in the support section.

The [Faculty Guide](#) will explain your next steps.

Support for Admin/Faculty

The email for support is brockport@softwaresecure.com. Please use this for any communications that you will have with RPNOW. Do not distribute to students, and do not email this address while "CC"ing students, as they tend to use it for support. Please remember to hit "Reply All" when responding to emails from RPNOW.

The website for your students to take a Remote Proctor NOW exam is: <http://brockport.remoteproctor.com>

Attached is a welcome email you may send to students to introduce them to RPNOW. Feel free to customize it, to come from you, if you prefer.

If you did not have a chance to attend our RemoteProctor Now (RPNOW) training demonstration, below is a link to the recording. If you decide to adopt this tool, I look forward to receiving feedback from you on how well it served your and your students' needs. Thanks much.

Sincerely,

Karen Schuhle-Williams, PhD