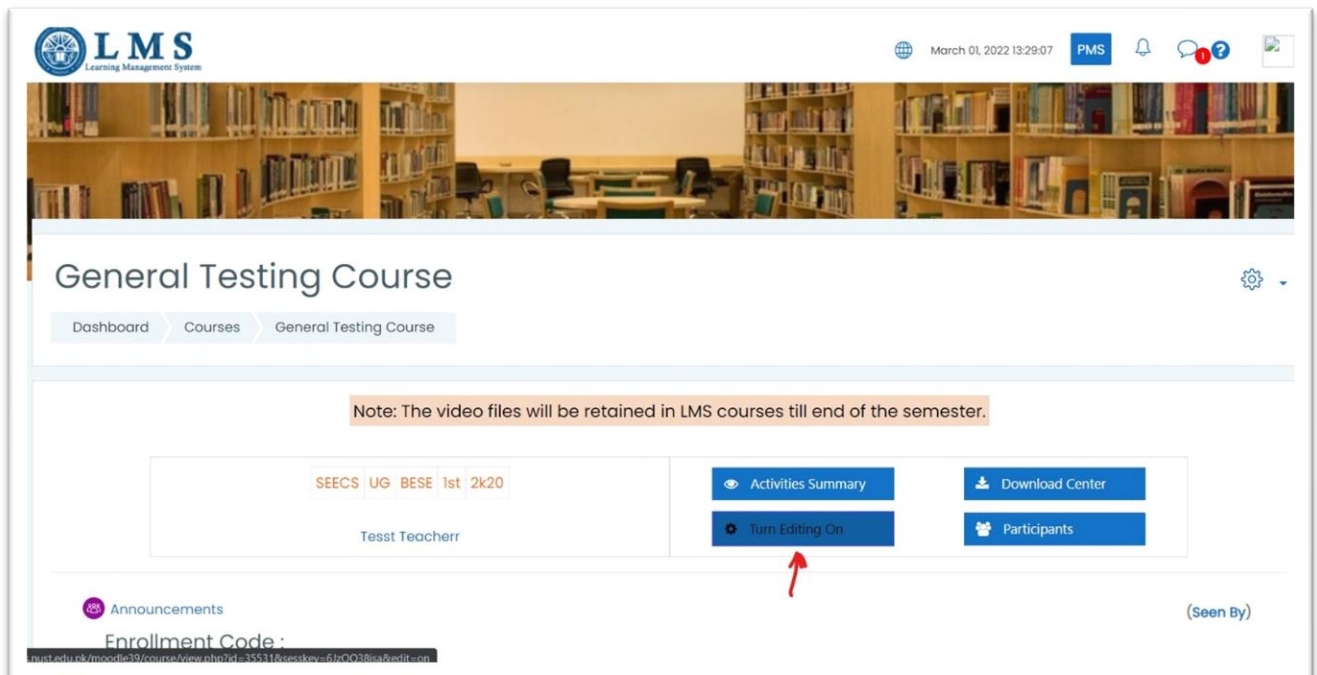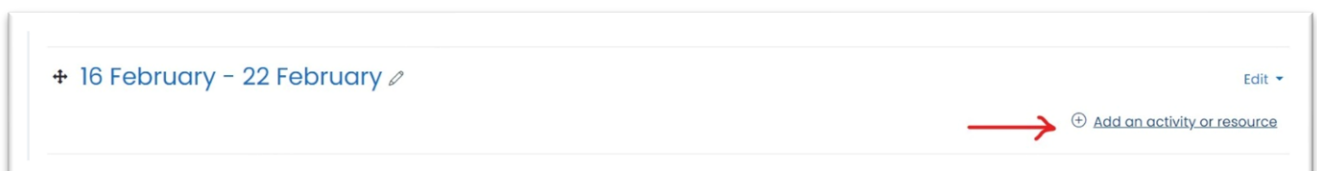# How to configure Safe Exam Browser Manual (Faculty)

To configure safe exam browser following step by step process to be followed by faculty.

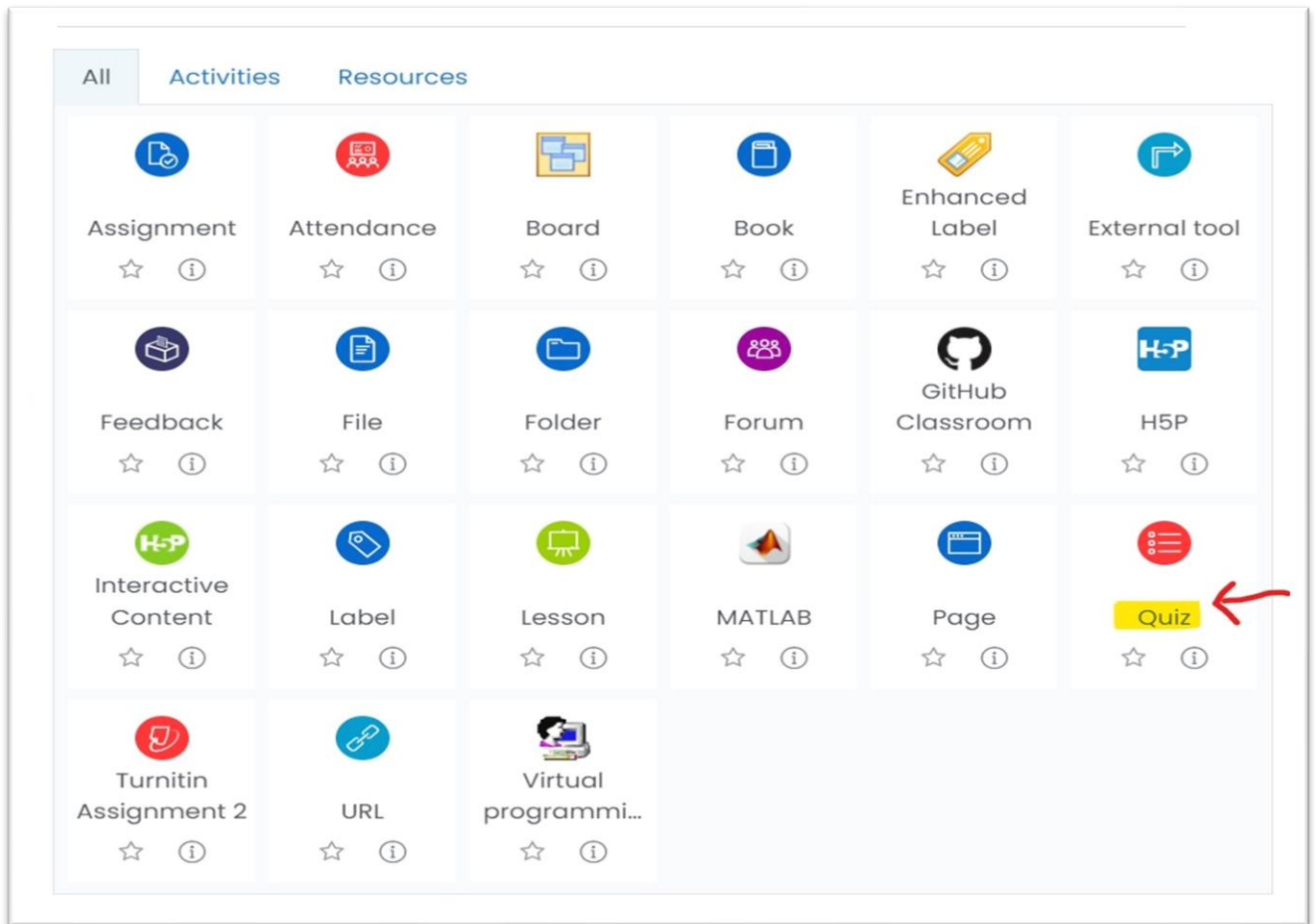1. Login to your LMS account and go to the course and click on "Turn Editing On" button.
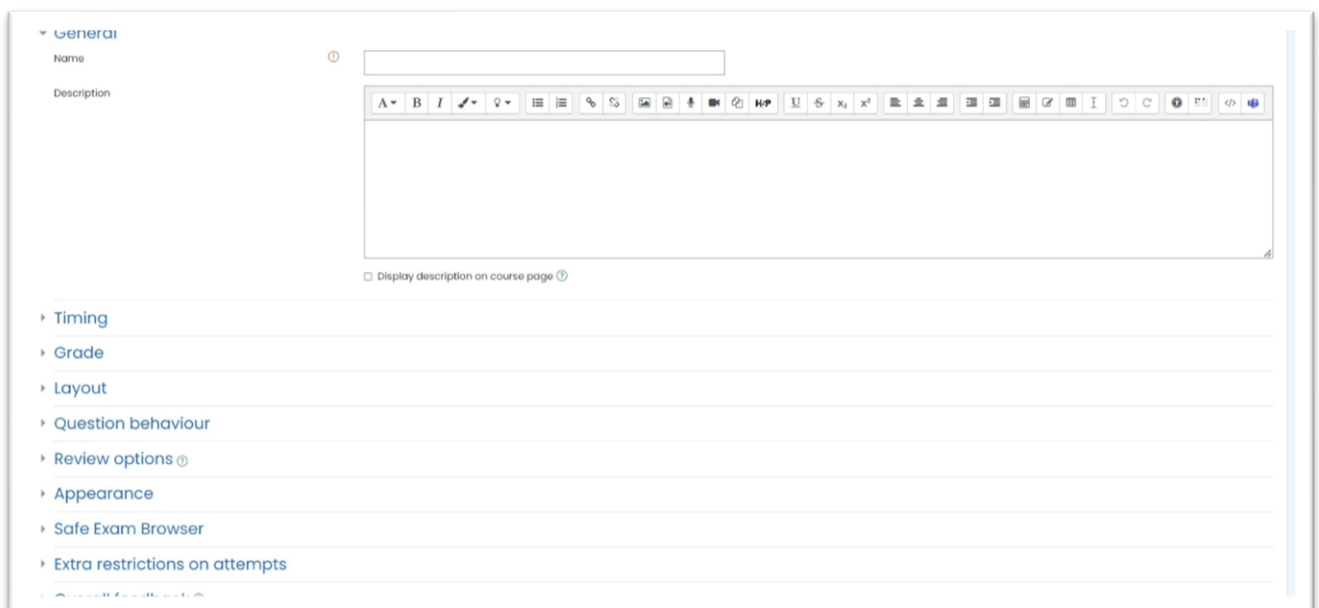

2. Click on "Add an activity"

3. The following window will open and select Quiz.
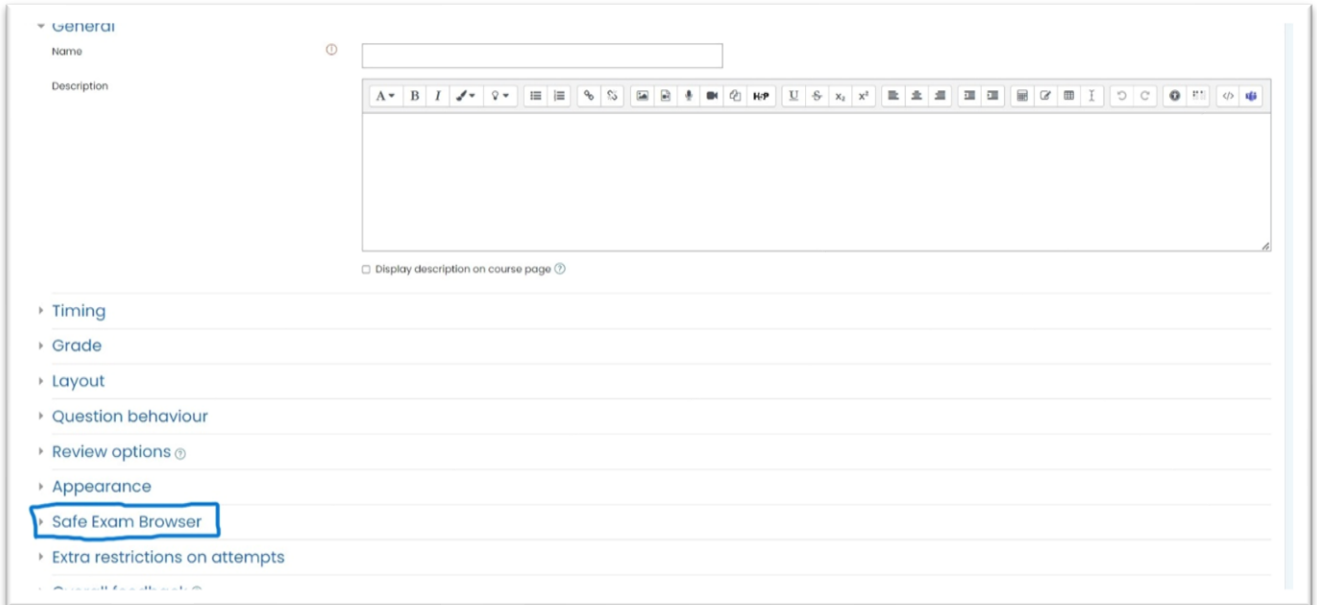

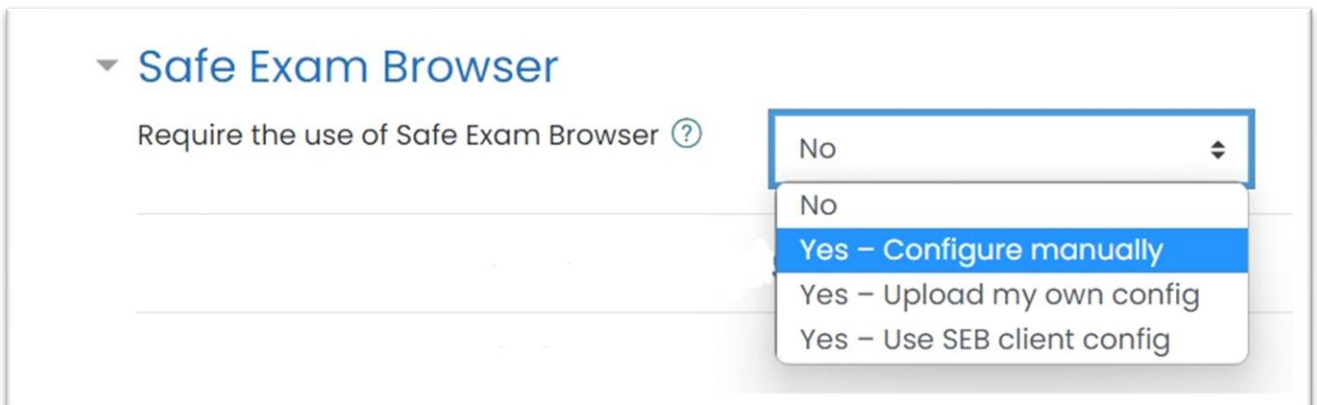4. When Quiz is selected the following quiz configuration window will open.

5. Follow all the steps you follow for creating a quiz and you must set up safe exam browser setting for this quiz. Safe exam browser option will be available in the quiz configuration. You can also see it in the following picture.

6. Open the menu of safe exam browser.

7. You have click on "yes-configure manually" option and the following setting will appear to you on the same window.

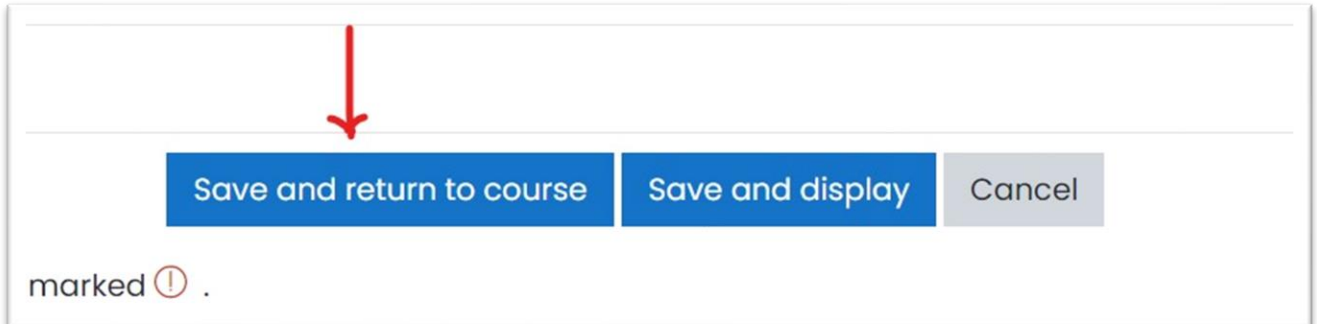**NOTE: All the options are self-explanatory for setting up the safe exam browser, each function will be explained when you click on the sign (?) on the page.**

8. Once you are done with all the setting press the button "Save and return to course" and the configuration is completed.

Thank You