Student Instructions for using Intelligent Remote Invigilation System (IRIS@Curtin)
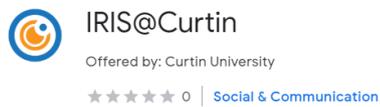
1. Download the latest version of the free Google Chrome internet browser. You must use Google Chrome for all assessments using Intelligent Remote Invigilation System (IRIS).

2. Download the IRIS@Curtin plugin extension here or it can be located through the Google Chrome Web Store by searching for IRIS@Curtin or Curtin Intelligent Remote Invigilation System.
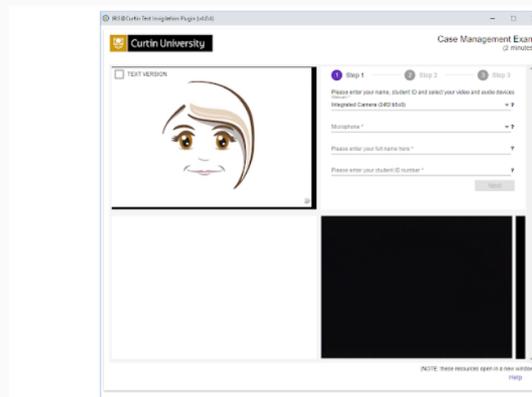
3. Navigate to your unit and to the assessment that is using IRIS@Curtin through your Learning Management System.

4. The first time you use IRIS, your computer will tell you that IRIS@Curtin wants to use your camera and microphone. You must select "Allow" or this will cause errors during the setup process. Each time you take an online test and launch IRIS you must read and agree to the terms and conditions of using the software. You will not be able to proceed without ticking this box.
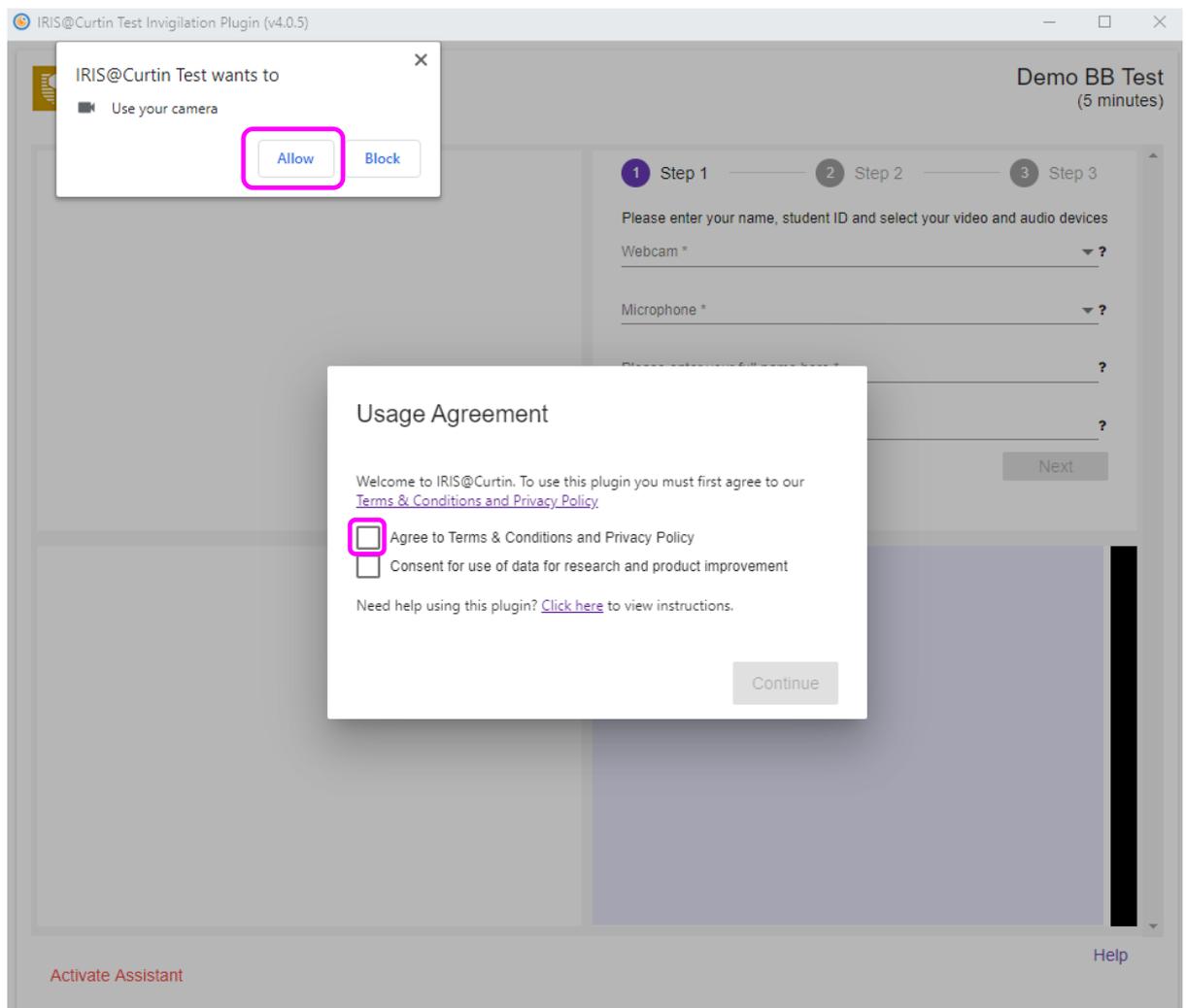
5. You may also choose to give your consent for the use of data for research and product development. This is optional. If you need help using the plug in, select "Click here" within the User Agreement box.

6. To complete your assessment, in your learning management system, click on the "Begin" button (or equivalent), which will start your test and activate the IRIS plugin.

7. IRIS will introduce herself and guide you through Step 1 of the setup process. You will need to select a webcam and microphone device, fill in your full name, student ID number, and then click "Next".

8. Step 2 – Please hold your Student ID card clearly in front of your webcam, and click on the "Capture ID Card" button. You can take another picture by clicking "Capture ID Card" again if the first picture is unsatisfactory.
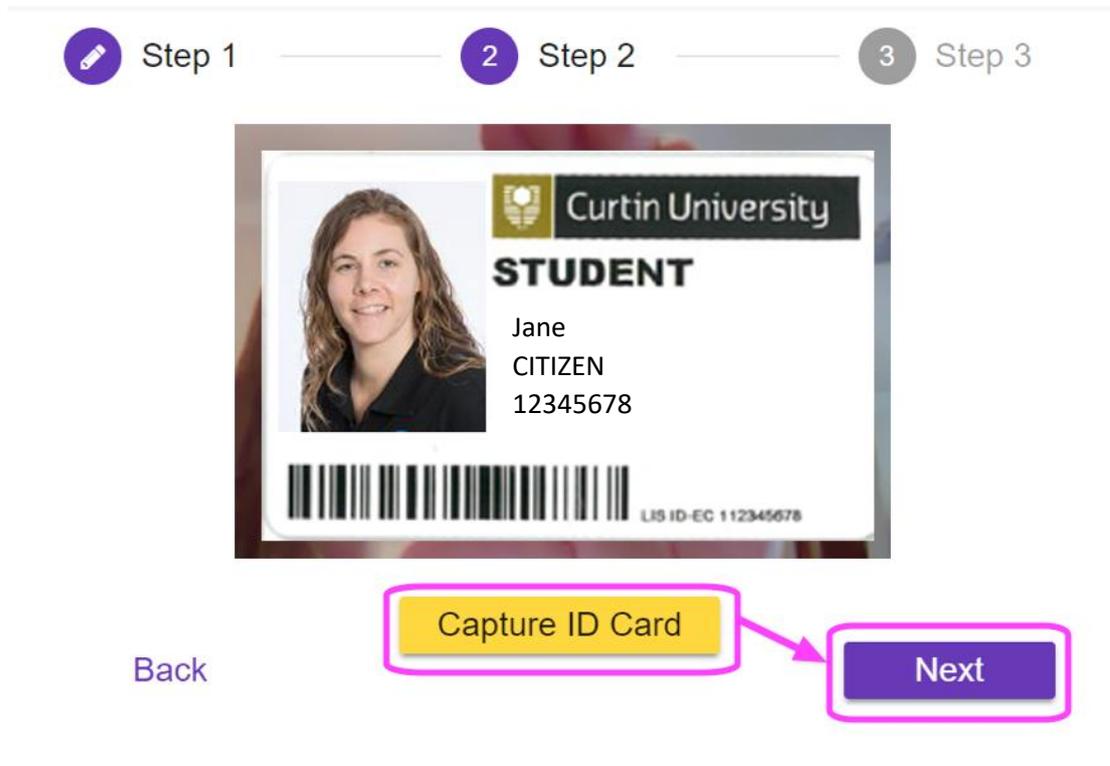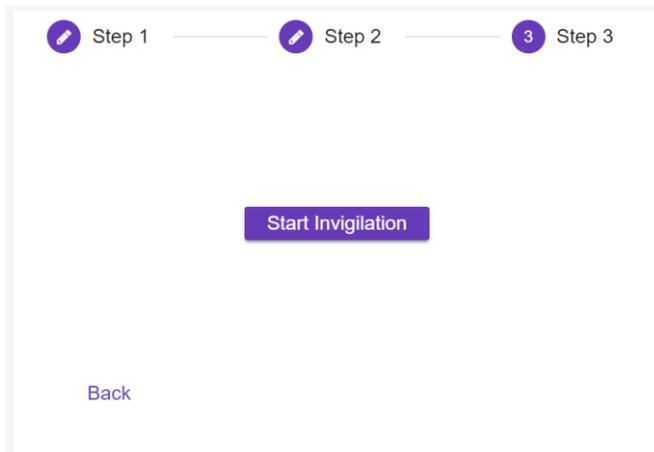

9. Once you have successfully taken a clear picture of your Student ID Card, click on "Next".

10. IRIS will give more instructions and show you that the face detection technology is working by drawing a square around your face
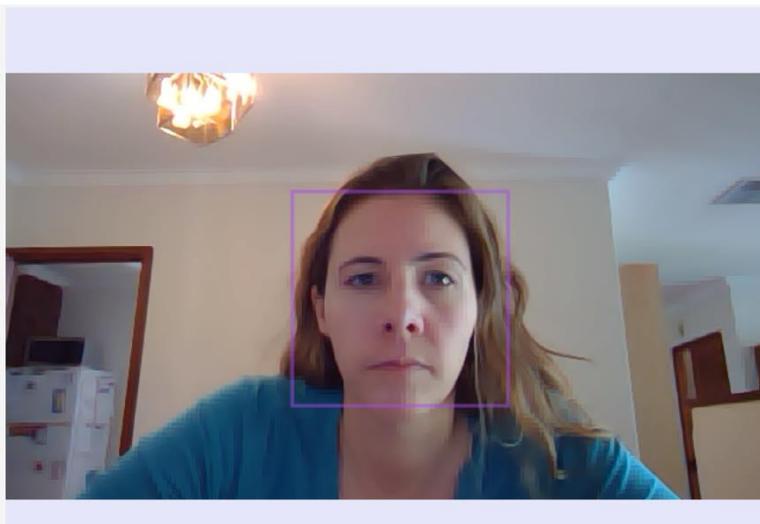
11. In Step 3 click on the "Start Invigilation" Button

12. The screen sharing window will appear. If the test restricts multiple monitors, you will need to completely disconnect all secondary monitors (*you may have to close IRIS and refresh your test page to trigger the IRIS window again.*). Please ensure that you are using the screen with the webcam embedded to complete the test. The camera should be directly facing you and not a side view. Click "Share". If the Share button is greyed out then click on the window first to activate the button and click "Share".
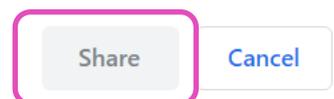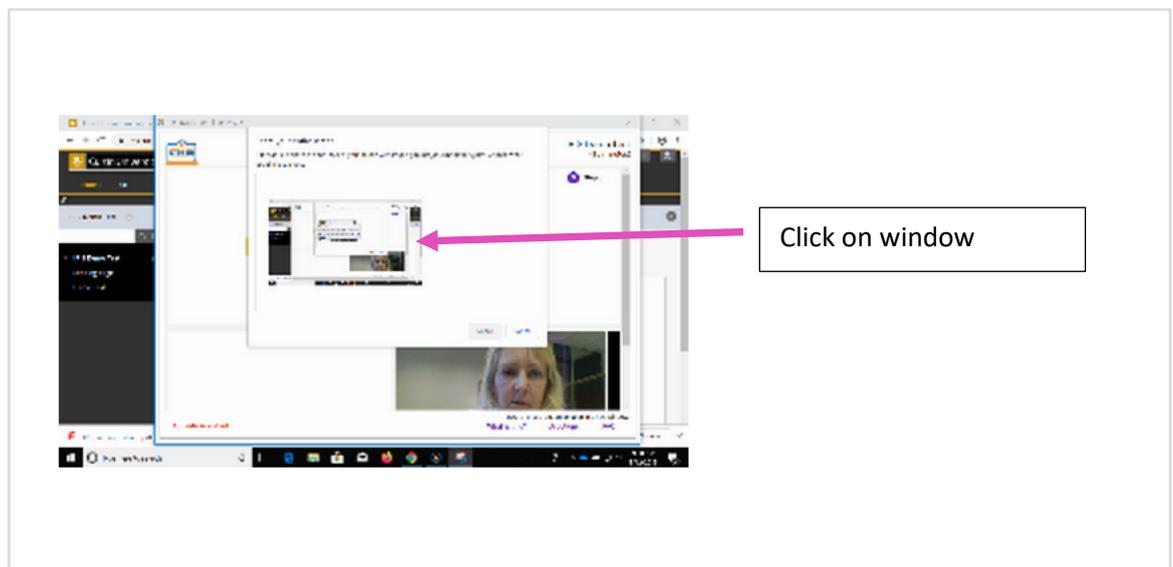
13. IRIS has now started recording. The IRIS set up window minimises automatically. Go back to the main test page in the learning management system. The password field has been auto-filled by IRIS (do not change the password or you will not be able to access your test). Click on "Submit" to start your test.

    *If you find that the password does not auto-populate or the password is incorrect, *you may have to close IRIS and refresh or your test page to trigger the IRIS window again NOTE: do not click "Save/Remember password" as passwords are unique and this will create problems for your future tests*.
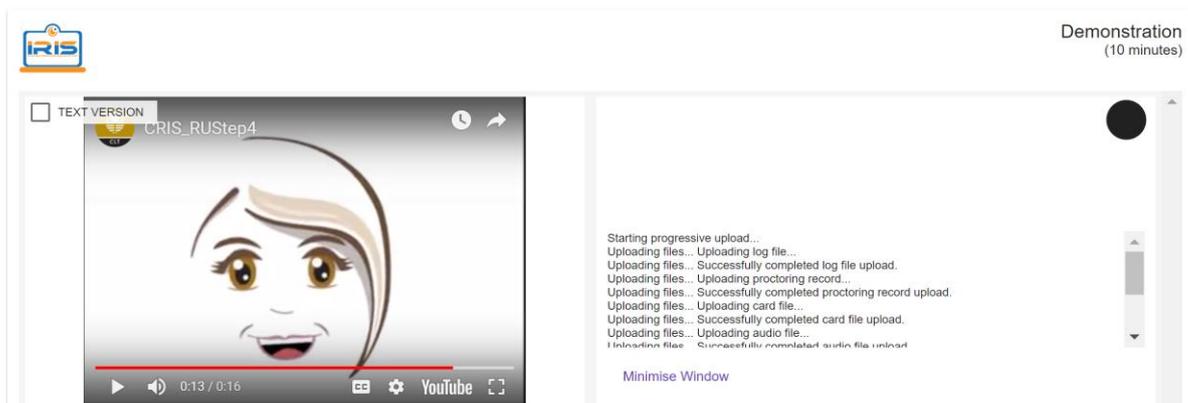

14. Once you are done with your test, clicking "Submit" (or your learning management systems equivalent for finishing a test) will prompt IRIS to stop recording and commence the upload of the recording. Please do not close the IRIS window as this may interfere with the upload process.

15. In some Learning management systems you may see an additional test submission confirmation box. Clicking "OK" or "Submit all and Finish" at the test submission confirmation pop-up message box will prompt IRIS to stop recording and commence the upload of the recording. Please do not close the IRIS window as this may interfere with the upload process.
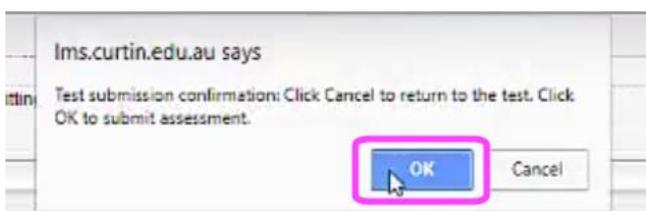
16. At the end of the upload or at the end of the video, IRIS will advise you that it is done, and will close the window automatically. The invigilation process is now complete.