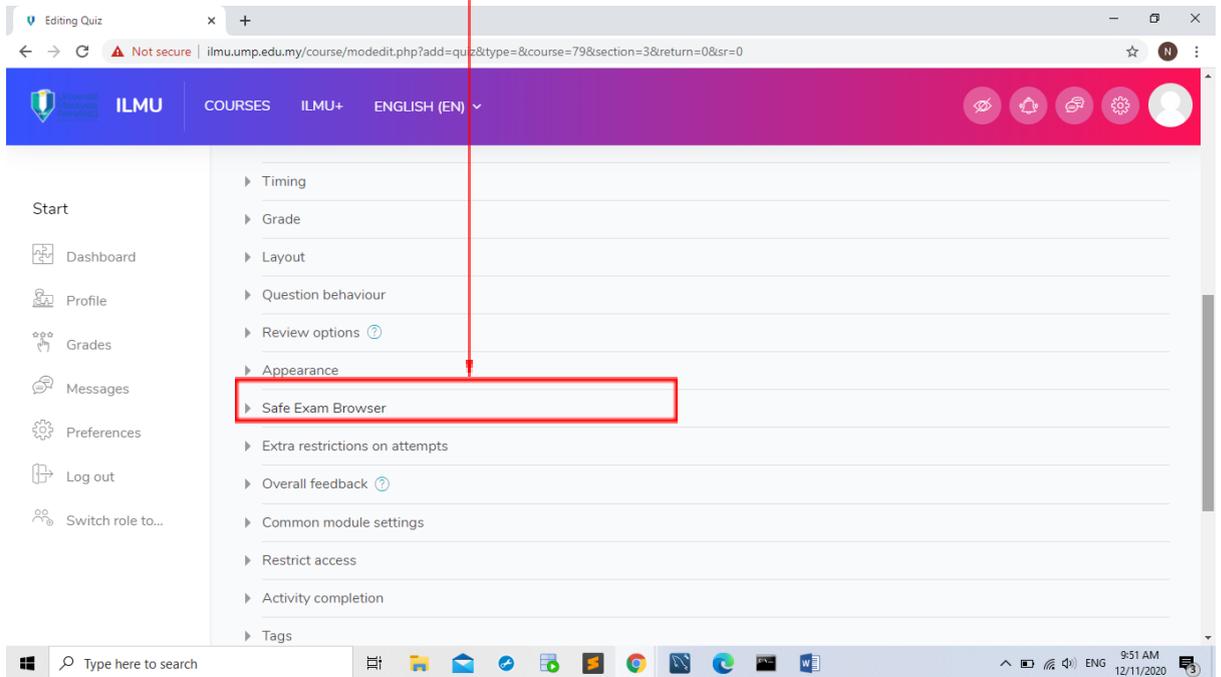


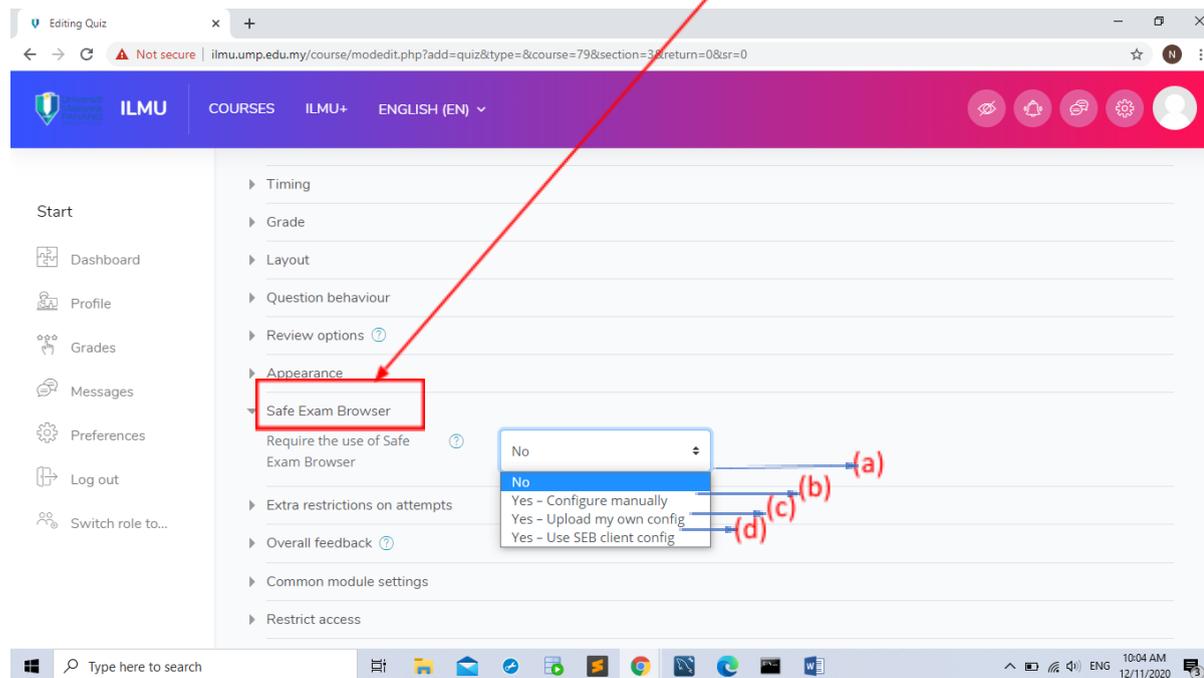
How to Create Exams Using Safe Exam Browser – Teacher

Creating a Test/Quiz

1. First, you should create the test or quiz like normally would on Moodle. While creating the setting for the quiz click on **Safe Exam Browser**



- a. Once you have click on that, a new option will display titled **“Require the use of Safe Exam Browser”**



- b. Then, you have to select **“Yes- Configure manually”** from the option selection box.

(a)	No	Safe Exam Browser is not required to attempt the quiz.
(b)	Yes – Configure manually	No template for the configuration of Safe Exam Browser will be used. You can configure Safe Exam Browser manually.
(c)	Yes – Upload my own config	You can upload your own Safe Exam Browser configuration file. All manual settings and the use of templates will be disabled.
(d)	Yes – Use SEB client config	No configurations of Safe Exam Browser are on Moodle side. The quiz can be attempted with any configuration of Safe Exam Browser. You hand the Safe Exam Browser config file over to students by other means, like you did with Moodle ≤ 3.8.

c. Once “Yes- Configure manually” option is selected, new options will appear

Safe Exam Browser

- Require the use of Safe Exam Browser: Yes - Configure manually (a)
- Show Safe Exam Browser download button: Yes (b)
- Show Exit Safe Exam Browser button, configured with this quit link: [Text input field] (c)
- Ask user to confirm quitting: Yes (d)
- Enable quitting of SEB: Yes (e)
- Quit password: Click to enter text (f)
- Enable reload in exam: Yes (g)
- Show SEB task bar: Yes (h)
- Show reload button: Yes (i)
- Show time: Yes (j)
- Show keyboard layout: Yes (k)
- Show Wi-Fi control: No (l)
- Enable audio controls: No (m)
- Enable spell checking: No (n)
- Enable URL filtering: No (o)

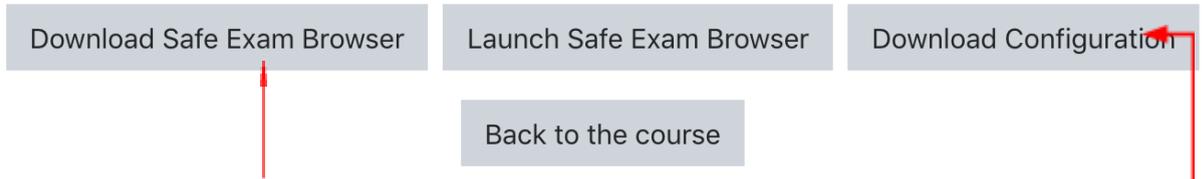
(a)	Require the use of Safe Exam Browser	Set whether students can only attempt the quiz using the Safe Exam Browser.
(b)	Show Safe Exam Browser download button	Set whether a button for Safe Exam Browser download will be shown on the quiz start page. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> , <i>Yes –</i>

		<i>Use an existing template, Yes – Upload my own config or Yes – Use SEB client config.</i>
(c)	Show Exit Safe Exam Browser Button, configured with this quit link	In the according field you can enter a link to quit Safe Exam Browser. It will be used on an "Exit Safe Exam Browser" button on the page that appears after the exam is submitted. Clicking the button or a link to the same URL placed wherever you want to put it, it is possible to quit Safe Exam Browser without having to enter a quit password. If the field is left empty, then the "Exit Safe Exam Browser" button does not appear and there is no link set to quit Safe Exam Browser. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .
(d)	Ask user to confirm quitting	If enabled, users have to confirm quitting of Safe Exam Browser when a quit link is detected. Note this setting does just affect quitting with the quit link and doesn't affect quitting with the "Quit" button, Ctrl-Q or the close button in the main browser window. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .
(e)	Enable quitting of SEB	Set whether users can quit Safe Exam Browser with the "Quit" button in the Safe Exam Browser task bar or by pressing the keys Ctrl-Q or by clicking the main browser window close button. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> or <i>Yes – Use an existing template</i> .
(f)	Quit password	Here, it is possible to provide a password which is prompted when users try to quit Safe Exam Browser with the "Quit" button, Ctrl-Q or the close button in the main browser window. If no quit password is set, then Safe Exam Browser just prompts "Are you sure you want to quit Safe Exam Browser?". Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> or <i>Yes – Use an existing template</i> .
(g)	Enable reload in exam	Used to allowing page reload during a quiz (reload button in Safe Exam Browser task bar, browser tool bar, iOS side slider menu, keyboard shortcut F5/cmd+R). Offline caching might break when the user tries to reload a page without internet connection. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .

(h)	Show SEB task bar	Set whether users are shown the Safe Exam Browser task bar. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .
(i)	Show reload button	Set whether users are shown the reload user interface element in the task bar bottom right corner. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> and <i>Show SEB task bar</i> is set to <i>Yes</i> .
(j)	Show time	Set whether users are shown an element in the task bar with the current time. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> and <i>Show SEB task bar</i> is set to <i>Yes</i> .
(k)	Show keyboard layout	Set whether users are shown an element in the task bar to choose the keyboard layout. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> and <i>Show SEB task bar</i> is set to <i>Yes</i> .
(l)	Show Wi-Fi control	Set whether users are shown an element in the task bar to choose the Wi-Fi. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> and <i>Show SEB task bar</i> is set to <i>Yes</i> .
(m)	Enable audio controls	Set whether users are shown an element in the task bar to change the audio volume. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> and <i>Show SEB task bar</i> is set to <i>Yes</i> .
(n)	Enable spell checking	Set whether spell checking is enabled in Safe Exam Browser. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .
(o)	Enable URL filtering	Set whether URL filtering is enabled in Safe Exam Browser. Can only be set if <i>Require the use of Safe Exam Browser</i> is set to <i>Yes – Configure manually</i> .

How to Use Safe Exam Browser in Moodle – Student

1. Once lecturer is done creating the quiz within Moodle, on a quiz page, students are offered some choices. They can – depending on your settings – either



- a. Click on **“Download Safe Exam Browser”**. This button redirects to the configured download location for Safe Exam Browser, default is https://safeexambrowser.org/download_en.html. (**This step is for first time user that haven't download and install Safe Exam Browser on their devices.)
- b. Once installation of SEB is completed, the student is required to download the **“Download Configuration”**.
- c. After the downloaded of the file is finished, the student is required to run the file by clicking the file then it will redirect to the Safe Exam Browser.
- d. Launch the Safe Exam Browser, which applies the setting and sends the students to the quiz starting page.

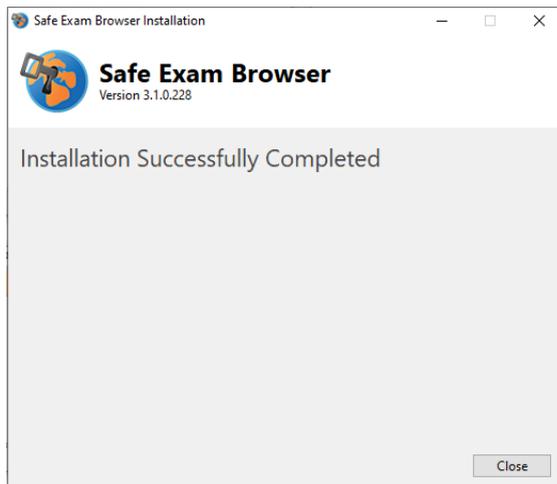
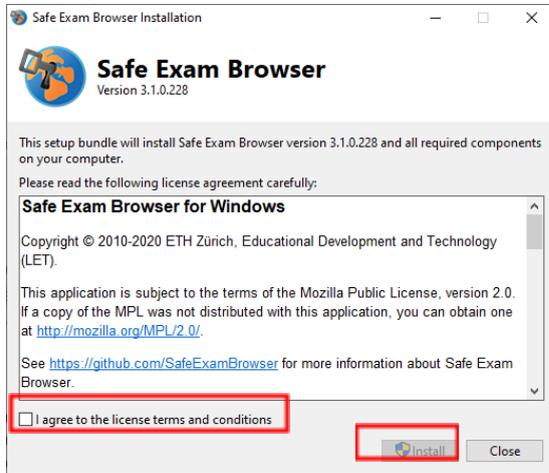
Note: The “Launch Safe Exam Browser” button to start the quiz in Safe Exam Browser from another browser works with Safe Exam Browser 3.0.1 for Windows and Safe Exam Browser 2.2.2 for macOS onwards only. For other Safe Exam Browser versions, please use “Download configuration” and then open the downloaded config file, which will start Safe Exam Browser into the quiz.

****The download process and the time could vary depending on the connection speed.**

- e. Return back to Moodle course

Installation of Safe Exam Browser

1. Once downloaded, just start **SafeExamBrowserInstaller.exe** and follow the steps in the installation program.



Video on How to use Safe Exam Browser in Moodle 3.9

1. For Teacher - <https://www.youtube.com/watch?v=MigfBGCcMGI>
2. For Student - <https://www.youtube.com/watch?v=H-Y8vKr83Uo>