SAFE EXAM BROWSER INSTALLATION INSTRUCTIONS

To enhance test security, ACCUPLACER[®] is fully compatible with Safe Exam Browser (SEB) open source software. SEB is a web browser environment that can be used to carry out e-assessments safely. The software turns any computer temporarily into a secure workstation. It controls access to resources like system functions, other websites, and applications, and prevents unauthorized resources from being used during an exam.

For individuals interested in utilizing SEB alongside ACCUPLACER, please take note of the following guidelines:

- You must have administrative rights to the local machine to install the software.
- The software needs to be installed on each testing workstation that requires security measures.
- ACCUPLACER does not recommend using SEB with ACCUPLACER's administrative screens.
- This installation is a one-time process specifically designed for ACCUPLACER testing.
- Once installed, it will restrict students from accessing other areas on the machine while taking an ACCUPLACER test.

Installing the Safe Exam Browser

- 1. Go to https://safeexambrowser.org/
- 2. Click on "Download" in the left-hand side navigation menu to open the "Download Latest Releases" section.

NOTE: After clicking, the "Download" navigation name will automatically change to "Download— Latest Releases."

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About SEB	Safe Exam B settings as co	English Deutsch Subschbe to	KSS Newsreed Follow SEB on IWItter
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Support	Safe Exam B contains the n	Documentation Windows	
	accessibility in	Documentation macOS	Safe Exam Browser 3.5.0 for Windows
		Documentation iOS	Safe Exam Browser 3.5.0 for Windows 8.1, 10 and 11 SRL: cl04084eb52fe002998542dae08b1388f7251acb
		Support	Download from GitHub project site.
			This feature update adds the App Signature Key functionality for server sessions, contains the new server-driven Browser Exam Key and brings a new configuration option for the file system datage along with various accessibility improvements as well as important log faces. Below all sits of the most promiser new factures and changes: Implemented basic mechanism for app signature key (ASK) exchange.
			Implemented custom transver exam Key defined by server. Implemented custom intraviently verification: Implemented new configuration spiton to above or hide the path of file system elements. Added back cust argent for therefore resource requests. Varioux accessibility improvements and bug/files. Uddate dreveer entities to version 1112.20 (Chronium version 111.0.5583.65).
			See release notes for all changes and read the manual for more information.
			macOS
			Safe Evam Browser 3.3 for macOS
			Safe Exam Browser 3.3 for macOS Current version of safe Exam Browser for macOS 14, 15, 12, 11, 10.15, 10.14, 10.13 Build 1205, BBU, add/add/second/sadd/fides/886conductore
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			Safe Exam Browser 3.3 for macOS Current version of safe Exam Browser for macOS 14, 13, 12, 11, 10.15, 10.14, 10.13 Build 1455, BSJ, additional feedmatrice of the safe state of the safe state of the safe state of the safe state state. Download from OBHub project with. SEB 3.3 inproves accessibility and security and allows to export SEB settings as configuration links or QR codes.

For Windows OS

3. Click on the "Safe Exam Browser **3.5.0** for Windows" button to download the software compatible with Windows **8.1**, 10, and 11.

Windows	
Safe Exam Browser 3.5.0 for Windows	
Safe Exam Browser 3.5.0 for Windows 8.1, 10 and 11 SHA1: c104084eb52f6e02998542de608b1388f7251acb	

WARNING: ACCUPLACER does not support Windows Legacy Safe Exam Browser 2.4.1 for Windows 7, 8.1 and 10.

For macOS

3. Click on the "Safe Exam Browser **3.3** for macOS" button to download the software compatible with macOS 14, 13, 12, 11, 10.5, 10.4, and 10.3.

macOS	
Safe Exam Browser 3.3 for macOS	
Current version of Safe Exam Browser for macOS 14 Build 1456D. SHA1: ed02c166c579d2277d5624d06	, 13, 12, 11, 10.15, 10.14, 10.13 83856cc9aa3eca

- 4. **For both operating systems**, when you click the download button, a new tab will open in your active browser to download the Safe Exam Browser software. Here's how it works for each:
 - Windows OS: The download will automatically start.
 - o macOS: Click "Allow" on the pop-up message to begin download.
- 5. After the download is complete, locate the downloaded file and double-click it to launch the installer. The file names are as follows:
 - Windows OS: SEB_3.5.0.554_SetupBundle
 - o macOS: SafeExamBrowser-3.0.dmg
- 6. Follow the prompts to install the software. The installation process typically takes about 5–10 minutes and may require a reboot depending on your operating system.

Once the installation process is complete, you'll be ready to configure the Safe Exam Browser settings.

Configuring Safe Exam Browser for ACCUPLACER Use

To configure Safe Exam Browser for use with ACCUPLACER, follow these steps:

1. Launch the SEB Config Tool: Open the SEB Config Tool from the Programs menu by navigating to the Safe Exam Browser folder and selecting the SEB Config Tool.

2. Adjust General Settings: On the General tab, make sure to complete the following fields:

🕷 SEB Configuration Tool - C-USers/SEBTEST/AppData/Roaming/SafeExamBrowser/SebClientSettings.seb	-	×
File Revert Settings Use Settings		
🚹 General 💀 Config File 🔜 User Interface 🌍 Browser 👫 Down/Uploads 🚔 Exam 🖗 Applications 🚳 Network 🗐 Security 📝 Registry 💽 Hooked Keys		
Start URL		
Administrator password Confirm administrator password		
Allow user to gut SEB		
Quit/unlock password Confirm quit/unlock password		

• Start URL: Enter https://www.accuplacer.org as the start URL.

ີ 🖁 ີ General	Ŋ	Config File	New User Interface	, 🔗	Browser	Down/Uploads	
Start U	RL htt	tps://www	accuplacer.org/]

• Administrator password & Confirm administrator password: Enter and confirm a unique Administrator password.

NOTE: This should not be the same as your ACCUPLACER Administrator password

Administrator password	•••••	
Confirm administrator password	•••••	

• Allow user to quit SEB: ACCUPLACER recommends checking the "Allow user to quit SEB" option. This setting enables students to close the browser but requires them to enter a specified 'Quit password' set by the Administrator (see Quit/unlock password). This feature is particularly useful for ACCUPLACER, so proctors know when a student wants to exit the test.



• Quit/unlock password & Confirm quit/unlock password: To prevent students from intentionally or accidentally exiting the Safe Exam Browser during their test session:

- Enter a password in the Quit/unlock password and Confirm quit/unlock password fields.
- This will ensure that a proctor or other test center management staff must enter the password to exit Safe Exam Browser. Please be sure to remember this password.

WARNING: If no quit password is set, then SEB just prompts "Are you sure you want to quit SEB?".

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•••••	
	•••••

User Interface Tab

3. User Interface: Complete the following settings on the User Interface tab:

SEB Configuration Tool - C:\Users\SEBTEST\AppData\Roaming\SafeExamBrowser\Sel	oClientSettings.seb – 🗆 🗙
le Revert Settings Use Settings	
🛐 General 💀 Config File 📰 User Interface 🚱 Browser 🕂 Down	/Uploads 🚔 Exam 🏹 Applications 🛞 Network 🥎 Security 👔 Registry 🚺 Hooked Keys
Browser view mode	Audio Control Show audio controls Mute audio on startup Set initial volume level
Main browser window size and position Width 100% Horizontal positioning Height 100% Height 100%	Spell Checker Allow spell checking (Win supports English only) Allow dictionary lookup (Mac)
Browser Window Toolbar Show menu bar (Mac) Enable browser window toolbar Show menu bar (Mac) Allow address bar for main window (Win) Allow address bar for additional windows (Win) Show developer tools in window menu (Win) Hide toolbar as default (Mac)	
Taskbar / Dock / Side Menu	
 ✓ Show taskbar / dock Show side menu ✓ Show reload button ✓ Show time ✓ Show keyboard layout 	
Enable zoom (Win/Mac) I Enable page zoom Enable text zoom	

• Taskbar / Dock / Side Menu – Show reload button: Ensure the "Show reload button" option in the Taskbar / Dock / Side Menu section is unchecked.

WARNING: ACCUPLACER test sessions do not allow students to refresh the page.

Taskbar / Dock / Side Menu	
Show taskbar / dock	Show Wi-Fi control (Win)
Show side menu	Show reload button
	Show time
	Show keyboard layout

• Allow spell checking & Allow dictionary lookup (Mac): Make sure that both "Allow spell checking" and "Allow dictionary lookup (Mac)" are unchecked.

WARNING: This is especially crucial when administering ACCUPLACER WritePlacer tests.



<u>Exam Tab</u>

4. **Exam Settings:** Complete the following settings on the Exam tab:

Revert Settings Use Settings	
General 🐼 Config File 📰 User Interface 🌍 Browser 🕂 Down/Uploads 🗮 Exam	🙀 Applications 🛞 Network 🦃 Security 📝 Registry 🚺 Hooked Keys
krowser Exam Key / Config Key	Session Handling
The Browser Exam Key and the Config Key allow to verify different aspects of an exam. They both depend on all configuration values defined for a file, i.e. they change whenever a configuration value changes. The keys	Use the following parameters to control whether a browser session is pensisted on disk, e.g. to keep users logged in after a reconfiguration.
can be used independentity from each other, but both are sent with every H i i P request if activated. Usepy a key to the according field in your quiz settings in the exam system having support for SEB 2.0 or later built in.	Clear browser session when starting an exam or starting SEB
IMPORTANT: Always copy the key(s) as a last step, after the configuration file was saved!	Clear browser session when ending an exam or terminating SEB (prevents deletion of browser cache if deactivated!)
Use Browser Exam Key and Config Key	Link to quit SEB after exam
Browser Exam Key	Place this Quit Link to the Seedback' name discland after an even was successful finished
The Browser Exam Key verifies the intergrity of an installed SEB version as well as the configuration used by an exam client. This means that this key is different for every configuration and SEB version used. It changes	Clicking that link will guit or restart SEB without having to enter the guit password.
when one or more configuration value(s) change as well as when a different SEB version is used.	Ask user to confirm quitting
0146670000000000487e2077cole0428046363603000119e762614k01167006	Hestart instead of quitting
Config Key	Back to Start Button
The Config Key verifies that an exam client uses the correct configuration. This means that the key is different for every configuration (unless they have exactly the same values). It only changes when one or more configuration value(s) change, intespective of the SEB version used.	Use Start URL (see General Tab)
9094c8f4c67fc8405a683a37dbaca5e4bca00d9b1c5a22b7f07d0a9b15f876b8	Enter custom URL or select "Use Start URL" to display the back to start button in the SEB taskbar.
Jaconfiguiting Socium /Exam Socian	Title/tool tip text for the back to start button (leave empty for localized standard text)
recomplining Secure Salari session Allow reconfiguring by loading an SEB config file (while using the client config or during an exam session). If the running session is secure frames a cult password set). Indicate the allowed URL of the new exam config in	Protect back to start button with the quit/unlock password
Reconfiguring URL (wildcard character ^{III} can be used).	Query String Parameter
Allow reconfiguring secure/exam session	The seb(s)://link to the config file can contain an additional query string, separated from the main URL by '?' or '??' (if the URL tself doesn't contain a query). SEB will then append this query string to the Start URL.
Reconfiguring URL	Allow Query Parameter

• Link to quit SEB after exam: The "Link to quit SEB after exam" setting should be left blank. IMPORTANT: Ensure the "Ask user to confirm quitting" option in the Link to quit SEB after exam" section is checked.

NOTE: The Individual Score Report (ISR) generated by ACCUPLACER at the end of a test session contains a static link that will allow the student to quit and exit the browser.

Place this Quit Link Clicking that link wil	to the ¥eedback' page displayed after an exam was successfully finished. quit or restart SEB without having to enter the quit password.	
Ask user to con	firm quitting	
Restart instead	of auitting	

Final Steps

- Before you exit, make sure to select File > Save Settings.
 - This step completes the configuration of Safe Exam Browser.
 - For more information on settings not covered here, visit the Safe Exam Browser User Guide at <u>https://safeexambrowser.org/support_en.html</u>.
- Once you've configured SEB on your local machine, launching an ACCUPLACER test session is easy. Just click on the Safe Exam Browser icon . It will take you to the ACCUPLACER home page, where a proctor or proctor reporter can log in and start the testing process.
- For additional documentation on SEB visit <u>http://safeexambrowser.org</u>.