

Honorlock Protips

Is your class using **Honorlock**?

Use these tips to clarify your expectations & to avoid Academic Honor Policy allegations:

Checklist ✓

Encourage Reading the Syllabus & Academic Honor Policy

- Assigning a brief but mandatory Canvas quiz acknowledging that the policies were understood may help



Shorten Your Testing Windows

- Allowing multiple days to complete an exam increases unauthorized behaviors
- Foster students' time management by making tests available on an exact date & accessible for a limited duration once started



Explain a Proper 360° Room Scan

Play this **video** in class & tell students to...

- Show on-camera that extra devices are out of reach & unusable
- Refrain from getting up/moving things after the scan; this invalidates the scan's usefulness!



If Disruptions Happen, Then Students Should...

- Explain on-camera (video & audio are recorded)
- Do another 360° room scan
- Immediately email you after the exam, providing details about the event(s)



For more information about the **Academic Honor Policy**, visit fda.fsu.edu

