A/V Check Troubleshooting

for the Remotely Proctored CLT

If you have difficulty setting the permissions for your camera or microphone, follow the steps below.

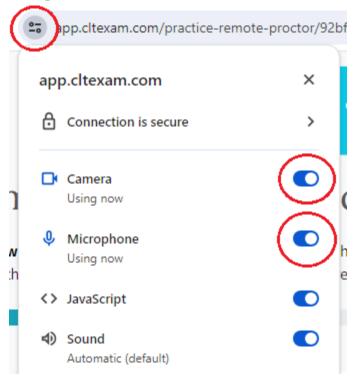
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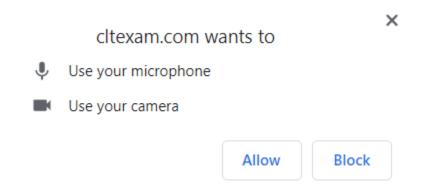
Step 1: Browser Permissions

Chrome

- 1. Make sure you're using the most updated version of Chrome.
- 2. At the left of your URL bar, click the permissions icon. Make sure Camera and Microphone are enabled.



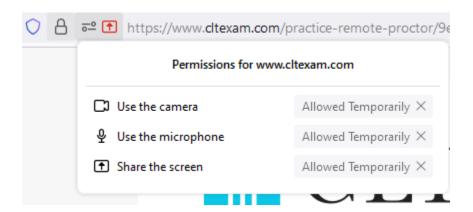
- 3. If they are switched off, switch them on and refresh the page.
- 4. If this popup appears, click "Allow."



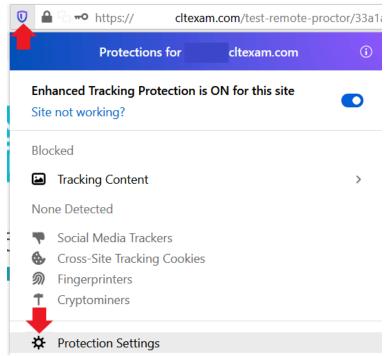
5. Still having trouble? See **Step 2** for <u>Macs</u> or <u>Windows Devices</u>.

Firefox

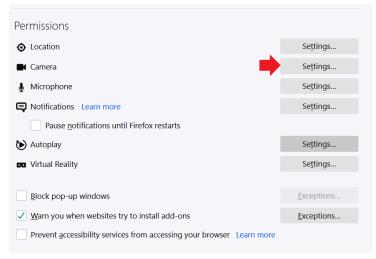
- 1. Make sure you're using the most updated version of Firefox.
- 2. At the left of your URL bar, click the permissions icon. Your Camera, Microphone, and Share the Screen permissions should be listed as "Allowed" or "Allowed Temporarily."



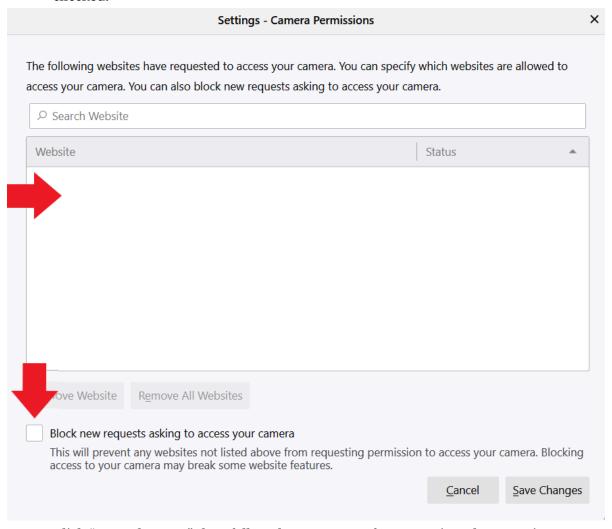
3. If they are *not*, click the shield icon, and then click Protection Settings.



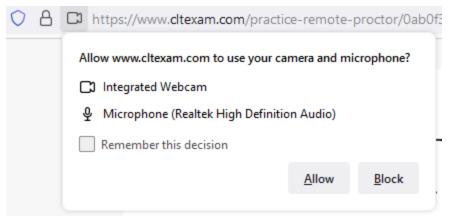
4. Scroll down to Permissions and click Settings to the right of Camera.



- 5. Make sure cltexam.com is either unlisted in the Website field or that its status is not blocked.
- 6. Also make sure that the "Block new requests asking to access your camera" option is not checked.



- 7. Click "Save Changes," then follow the same steps for your Microphone settings.
- 8. Refresh the test page. When this popup appears, click "Allow."



9. Still having trouble? See Step 2 for Macs or Windows Devices.

Step 2: Device Permissions

Mac Devices

Allow access to your **camera** in your computer settings using the steps below:

- 1. Select the "Apple menu" system icon
- Go to System Settings > Privacy & Security > Camera (for macOS 13/Ventura or later)
 OR System Preferences > Security and Privacy > Privacy > Camera (for older macOS versions)
- 3. Click on the lock icon to make changes; enter your device's password when prompted
- 4. Click on the box next to the relevant app (Chrome/Firefox) to "tick" it, then click on the lock icon once more
- 5. Close and reopen your browser and navigate back to the test

Allow access to your **microphone** in your computer settings using the steps below:

- 1. Select the "Apple menu" system icon
- Go to System Settings > Privacy & Security > Microphone (for macOS 13/Ventura or later) OR System Preferences > Security and Privacy > Privacy > Microphone (for older macOS versions)
- 3. Click on the lock icon to make changes; enter your device's password when prompted
- 4. Click on the box next to the relevant app (Chrome/Firefox) to "tick" it, then click on the lock icon once more
- 5. Close and reopen your browser and navigate back to the test

Still having trouble? **See Step 3.**

Windows Devices

Allow access to your **camera** in your computer settings using the steps below:

- 1. Click the Windows button to launch the start menu
- 2. Go to Settings > Privacy > Camera
- 3. Make sure "Allow apps to access your camera" is switched on
- 4. Scroll down and make sure "Allow desktop apps to access your camera" is switched on
- 5. Refresh the test page to try again

Allow access to your **microphone** in your computer settings using the steps below:

- 1. Click the Windows button to launch the start menu
- 2. Go to Settings > Privacy > Microphone
- 3. Make sure "Allow apps to access your microphone" is switched on
- 4. Scroll down and make sure "Allow desktop apps to access your microphone" is switched on
- 5. Refresh the test page to try again

Still having trouble? See Step 3.

Step 3: More Suggestions

- 1. Be sure any parental/device controls (e.g. Covenant Eyes) are disabled.
- 2. Be sure any internet security webcam protections (e.g. <u>Avast</u>, <u>AVG</u>, <u>Kaspersky</u>) are disabled.
- 3. Restart your computer.
- 4. Try a different browser (Chrome or Firefox).
- 5. Try a different device.