

# How to verify a candidate's Facial Profile - Canvas



- 1 Once you have accessed the faculty interface in SUMADI™ in order to review reports, you'll land into the initial section called “Exam Configurations”.

SUMADI Exam Configurations Students Profile Administrator Courses General Report

Course Name: Global Customer Care Stage

*In the Exam Configurations screen you can review all assessments which are part of your course. On the right column listed are the Sumadi Proctored exams and on the left column the Non-Proctored exams. Please note that if you change configurations for each Exam, they will shift from left or right columns respectively.*

Cancel Save

**Non-Proctored Exams**  
No assessments found.

**Sumadi Proctored Exams**

TEST SUMADI GCC

User Monitoring: ✓  
Snapshot Interval: 30 sec

Focus Monitoring: ✓

Screenshot: ✓  
Frequency on Focus: 30 sec  
Frequency on Lost Focus: 10 sec

- At the top you will find other SUMADI™ sections, click on the “**Student Profile Administrator**” button where you can search for the user’s facial profile.

SUMADI™ Exam Configurations **Students Profile Administrator** Courses General Report

Course Name: Global Customer Care Stage  
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Screenshot: ✓

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- 3 At the top of the page, you will find a **keyword search bar** where you can search for students by their “**User**”.

The screenshot shows the SUMADI interface with the following elements:

- Navigation Bar:** SUMADI | Exam Configurations | **Students Profile Administrator** | Courses General Report
- Institution:** Student profile administrator display all available Sumadi students profiles which could be disabled. Click on delete button to delete the Sumadi student profile.
- Search Bar:** A text input field with the placeholder "Search student's profile by username" and a search icon, highlighted with a red border.
- Buttons:** "User Profiles Report" and "ID Scan Report".
- Table:** A table with columns: Username, Face Profile, Status, and Actions.

Username ↕	Face Profile ↕	Status ↕	Actions
jose.cerrato	Pending	Enabled	👁️ 🗑️
eunice.dominguez	Pending	Enabled	👁️ 🗑️
isabella.cerrato	Complete	Enabled	👁️ 🗑️

4

At the top of the board, you will find the following headers “Username”, “Face profile”, “Status” and “Actions”.

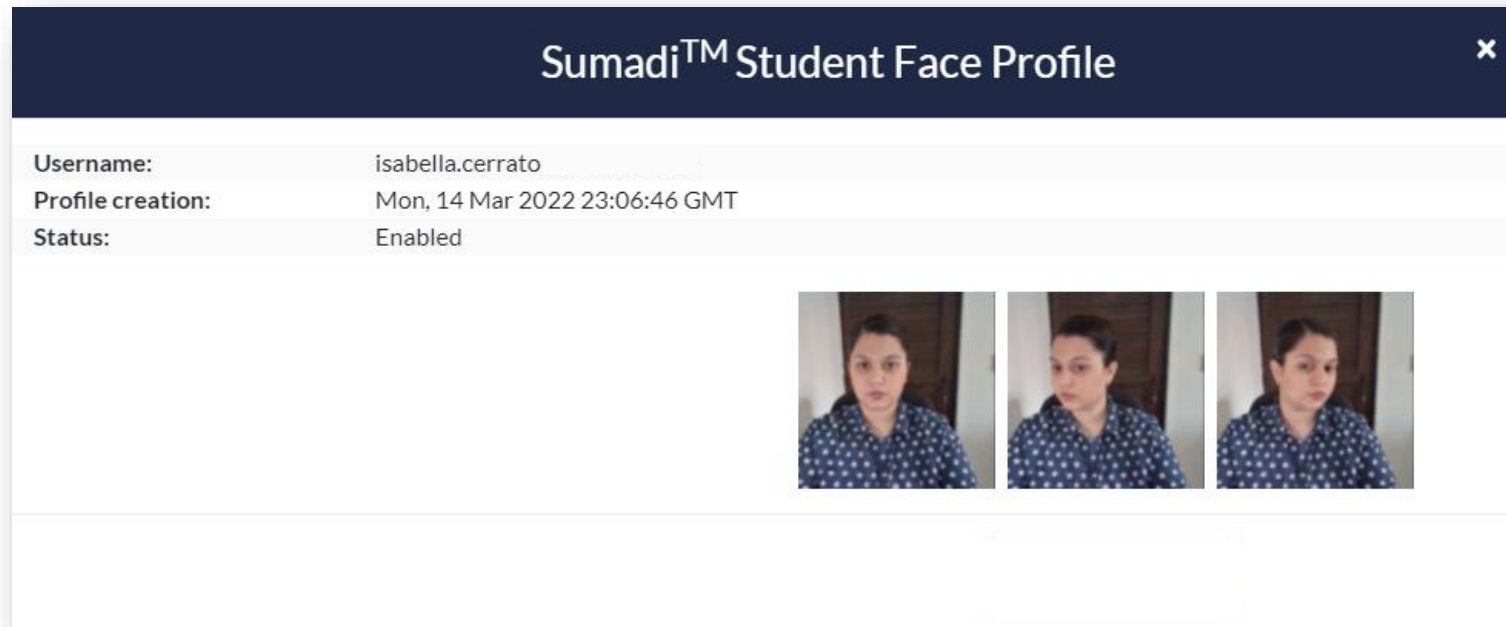
**Username** ↑↓      **Face Profile** ↑↓      **Status** ↑↓      **Actions**

Username	Face Profile	Status	Actions
jose.cerrato	Pending	Enabled	View Delete
eunice.dominguez	Pending	Enabled	View Delete
isabella.cerrato	Complete	Enabled	View Delete

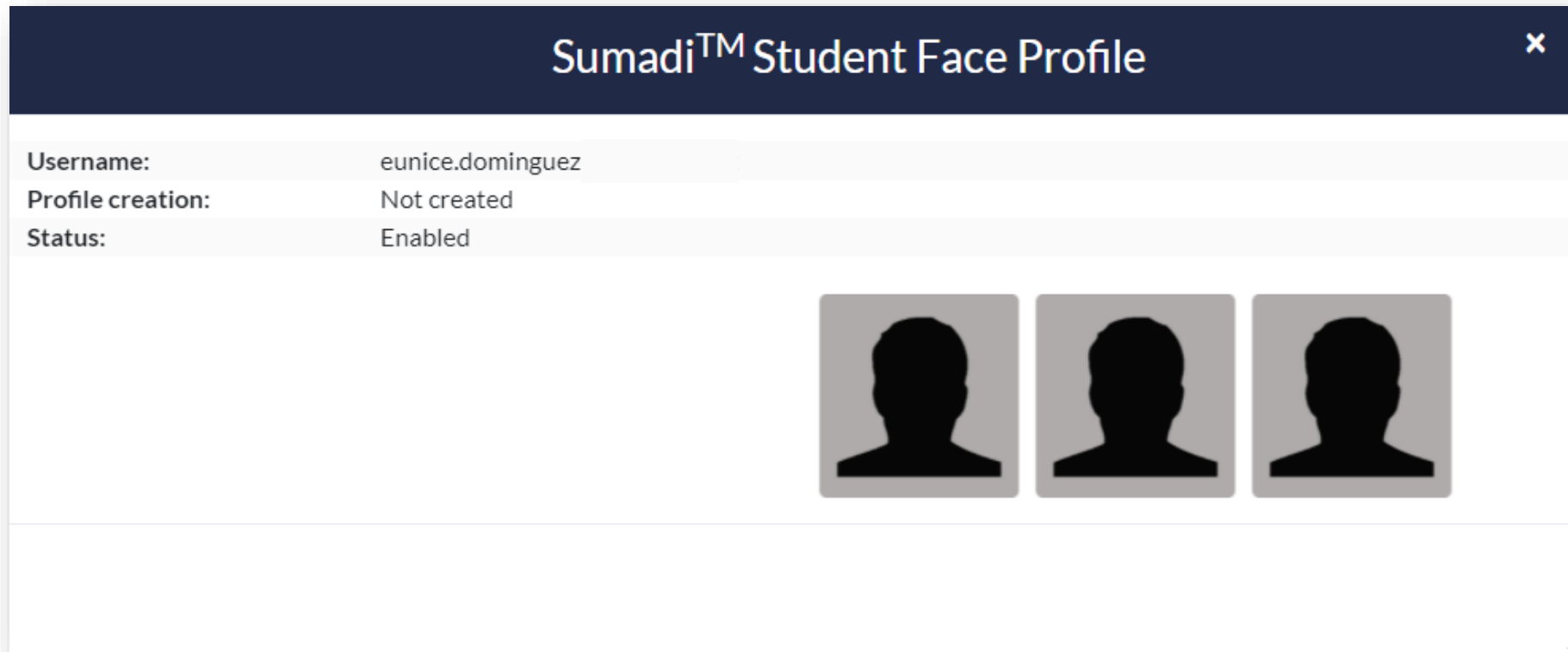
**Note:** The header arrows allow you to arrange the table in ascending or descending order.

## 5 Header options:

- 1 **Username:** Shows the user assigned to each student.
- 2 **Face Profile:** Students may have two statuses and you can review them by clicking over each user.
  - **Complete:** The student has completed the facial profile. The time and date of profile creation, user and status will be displayed.



- **Pending:** The student has not completed the facial profile. Only the user and status will be displayed.

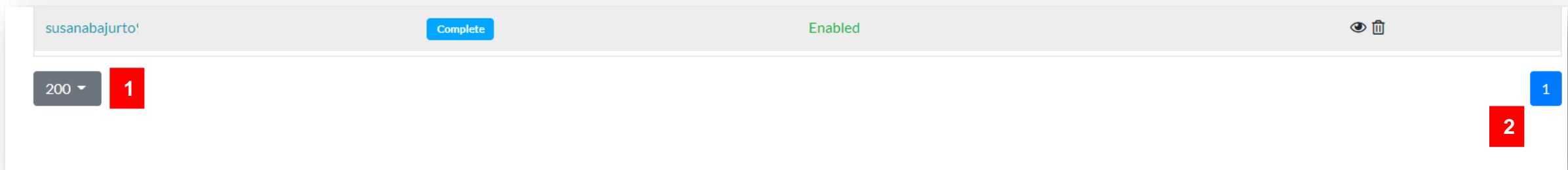


**3** **Status:** Lets you know if the student's user is active or not.

#### 4 Actions:

- **Eye icon:** You can also review the facial profile by clicking on this icon.
- **Trash can icon:** If your agent user has administrator permissions, you can delete a facial profile by clicking on this icon.

6 At the bottom of the table, you will find the following options:



- 1 **Records per page:** Allows you to choose the number of records per page.
- 2 **Page Number:** Page count indicator.