



LockDown Browser and Respondus Monitor

Student Start Guide

WHAT IS RESPONDUS LOCKDOWN BROWSER AND RECONDUS MONITOR?

LockDown Browser is a locked browser for taking quizzes in BeachBoard. It prevents you from printing, copying, going to another URL, or accessing other applications during a test. If a BeachBoard test requires that LockDown Browser be used, you will not be able to take the quiz with a standard web browser.

You may be required to use LockDown Browser with a webcam, which will record you during an online, nonproctored exam. The webcam feature is referred to as Respondus Monitor. Your computer must have a functioning webcam and microphone. A broadband connection is also required. It includes a pre-exam sequence and a webcam check.

An [Introduction to Respondus Lockdown Browser and Monitor video](#) is also available for you to watch.

TAKING A QUIZ WITH LOCKDOWN BROWSER

1. Close all programs, unless one is used to connect you to the Internet.
2. Log into BeachBoard with a regular browser, select the course, and navigate to the quiz.
3. From this screen, either install LockDown Browser or launch it to take the quiz.

The screenshot displays the Respondus LockDown Browser interface. At the top, it says 'Quiz Details'. Below this, it shows 'Current Time' as '2:53 PM' with an 'Update' link. The 'Current User' is 'Mariza Admin (username: mhernandez)'. The 'Quiz Period' is empty. 'Time Allowed' is 'unlimited (estimated time required: 2:00:00)'. 'Attempts' are 'Allowed - unlimited, Completed - 0'. The 'Instructions' section states: 'Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. You can submit your quiz responses at any time. Click "Start Quiz" to begin Attempt 1.' The 'Quiz Requirements' section states: 'You must use the Respondus LockDown Browser to take this quiz.' At the bottom, there are two buttons: 'Download and install the latest version of LockDown Browser @' and 'Launch LockDown Browser'.



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- If the computer already has LockDown Browser installed, click the “Launch LockDown Browser” button.
 - If the computer does not have LockDown Browser installed, click the “Download and install the latest version of LockDown Browser” link, this will enable you to install LockDown Browser to the computer.
4. If prompted to close a blocked program (e.g. screen capture, instant messaging), choose Yes.
 5. The test will then start. (Note, once a test has been started with LockDown Browser, you cannot exit the quiz until the Submit button is clicked.)

TAKING A QUIZ WITH USING WITH A WEBCAM (Respondus Monitor)

If a quiz requires LockDown Browser **and** a webcam, follow steps 1-5 in the previous “Taking A Quiz with LockDown Browser” section.

At this point the Startup Sequence for the webcam begins.

1. You will first need to review and agree to the Terms of Use.

LockDown Browser

STEP 1: TERMS OF USE

STEP 2: WEBCAM CHECK

STEP 3: ADDITIONAL INSTRUCTIONS

STEP 4: GUIDELINES + TIPS

STEP 5: STUDENT PHOTO

STEP 6: SHOW ID

STEP 7: ENVIRONMENT CHECK

STEP 8: FACIAL DETECTION CHECK

STEP 9: BEGIN EXAM

Terms of Use

[RESPONDUS MONITOR STUDENT TERMS OF USE](#)

These Terms of Use ("Terms"), which incorporate the [Respondus Help Center Terms of Use](#) ("Help Center Terms") included at the end of these Terms, are an agreement between you and Respondus, Inc. ("Respondus"), and between you and your learning institution, or your school ("your Institution"), regarding your use of Respondus Monitor®. By using Respondus Monitor, you agree to these Terms in full and that you are age 14 or older, or age 16 or older in the EEA.

Respondus Monitor is a cloud-based service ("Respondus Monitor Services") and software ("Respondus Monitor Software") (also collectively referred to in these Terms as "Respondus Monitor"), that work together to provide an online interactive database of video, audio, and other data captured during student assessment sessions for use in monitoring students.

The Respondus Help Center is a group of services ("Help Services") provided by Respondus, Inc. that enable users of LockDown Browser and Respondus Monitor to troubleshoot technical issues. The Help Services include, for example, a webcam check, system check, the ability to report an issue to Respondus, and links to a knowledge base and technical support.

REQUIREMENTS OF YOUR INSTITUTION (e.g., your school)

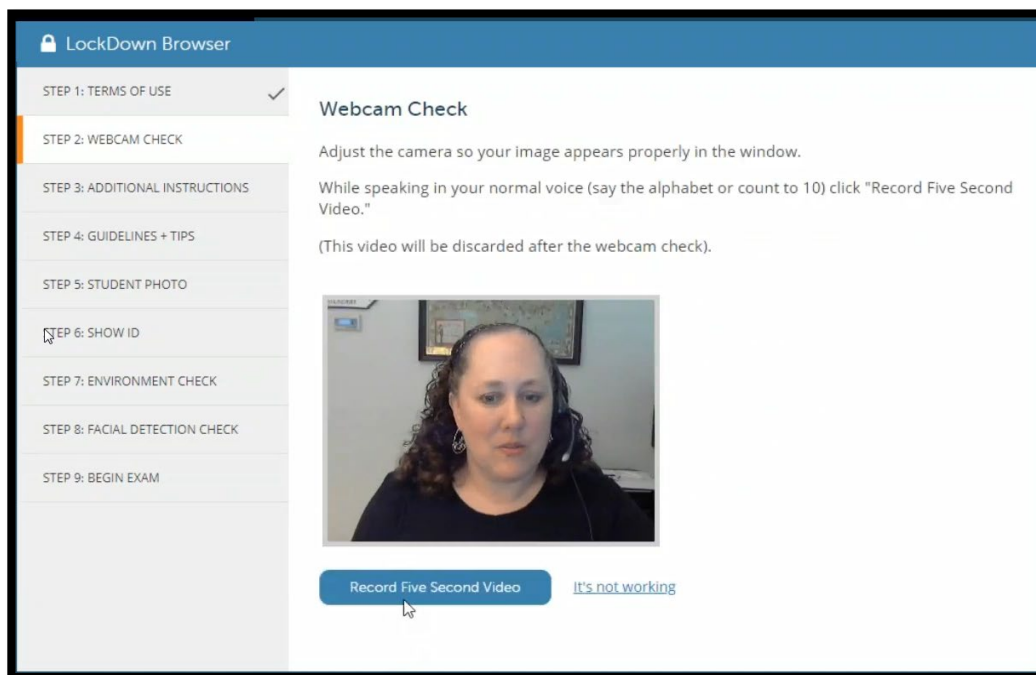
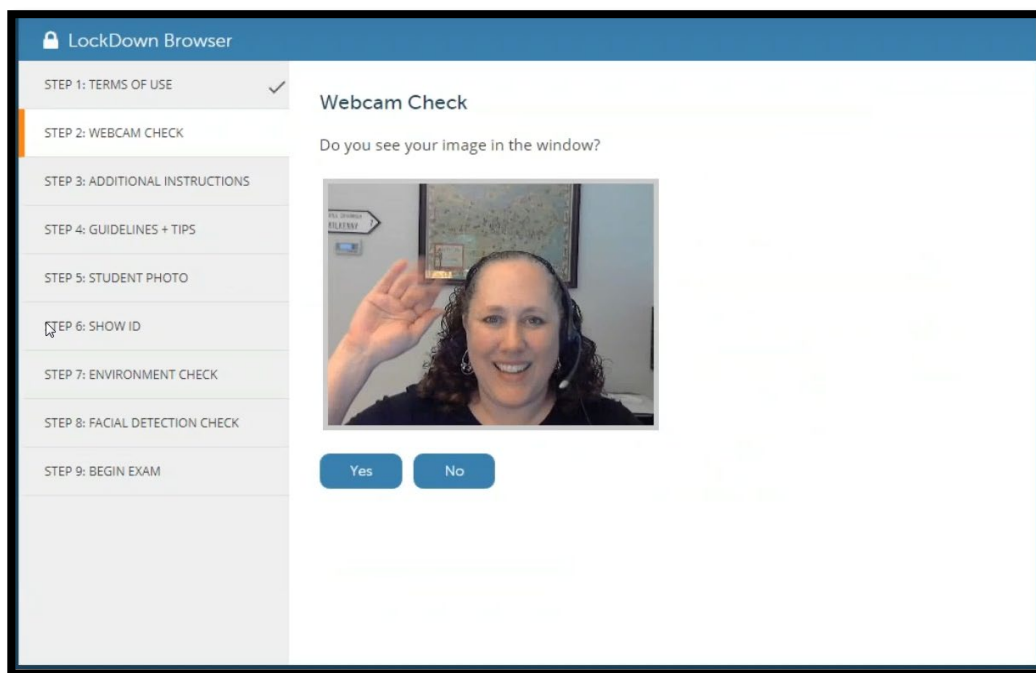
As part of an effort to use available technology to improve your learning experience by providing



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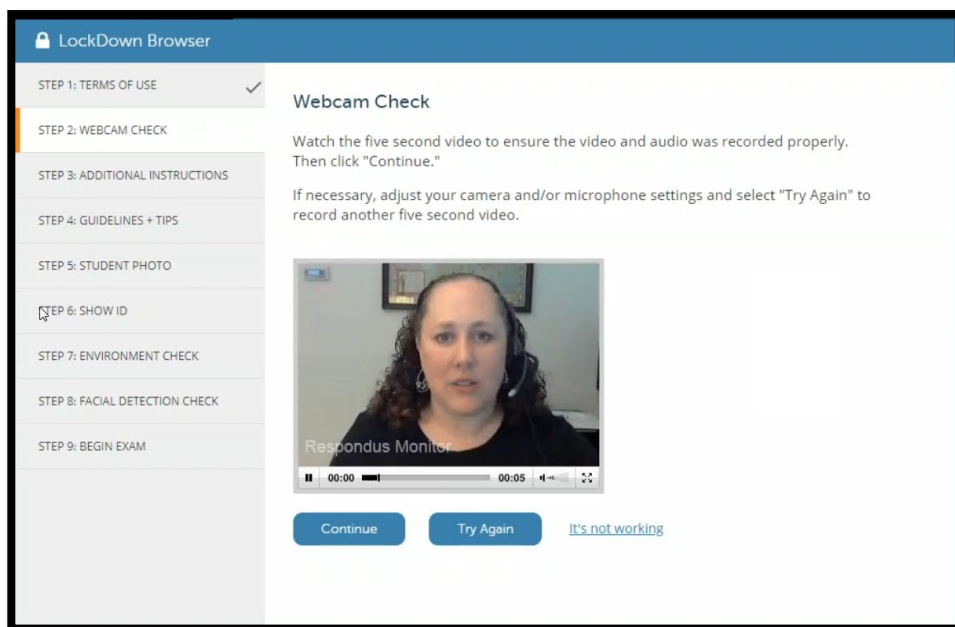
2. The **Webcam Check** will confirm that your webcam and microphone are working properly.





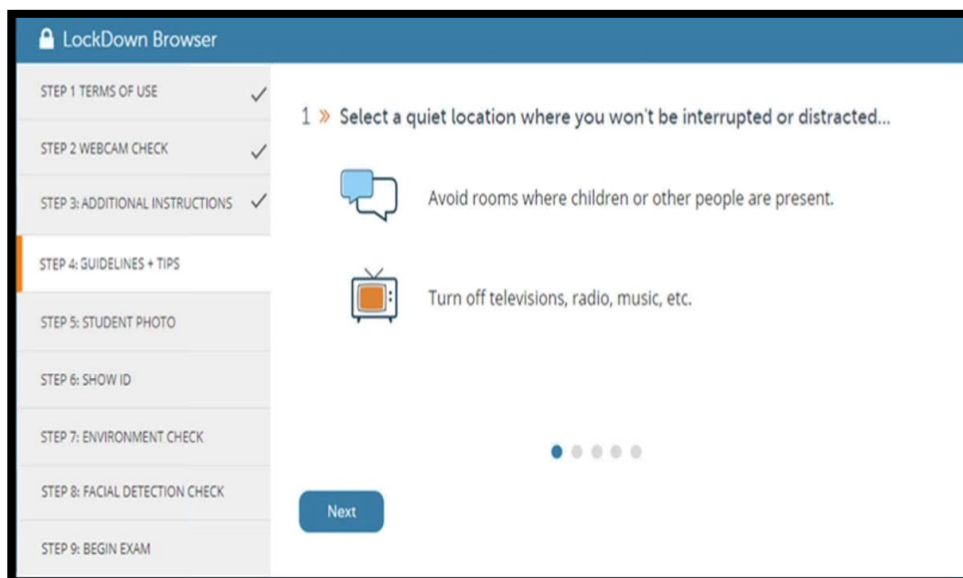
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3. The remaining steps of the Startup Sequence will depend on settings chosen by your instructor. Follow the instructions and note your progress along the left side of the screen.

4. Guidelines





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5. Student Photo

LockDown Browser

STEP 1: TERMS OF USE ✓

STEP 2: WEBCAM CHECK ✓

STEP 3: ADDITIONAL INSTRUCTIONS ✓

STEP 4: GUIDELINES + TIPS ✓

STEP 5: STUDENT PHOTO

STEP 6: SHOW ID

STEP 7: ENVIRONMENT CHECK



STEP 8: FACIAL DETECTION CHECK

STEP 9: BEGIN EXAM

Student Photo

Position your face so it fills most of the picture window below.

Look into the camera and click "Take Picture."



Continue

Try Again

[It's not working](#)

6. Show ID

LockDown Browser

STEP 1: TERMS OF USE ✓

STEP 2: WEBCAM CHECK ✓

STEP 3: ADDITIONAL INSTRUCTIONS ✓

STEP 4: GUIDELINES + TIPS ✓

STEP 5: STUDENT PHOTO ✓

STEP 6: SHOW ID



STEP 7: ENVIRONMENT CHECK

STEP 8: FACIAL DETECTION CHECK

STEP 9: BEGIN EXAM

Show Identification

Hold your identification to the camera and select "Take Picture."
(Only use the type of identification indicated by your instructor).



Continue

Try Again

[It's not working](#)



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7. Environment Check

LockDown Browser

STEP 1: TERMS OF USE ✓

STEP 2: WEBCAM CHECK ✓

STEP 3: ADDITIONAL INSTRUCTIONS ✓

STEP 4: GUIDELINES + TIPS ✓

STEP 5: STUDENT PHOTO ✓

STEP 6: SHOW ID ✓

STEP 7: ENVIRONMENT CHECK

STEP 8: FACIAL DETECTION CHECK


STEP 9: BEGIN EXAM

Environment Check

Make sure the area around your computer is clear of papers, books, phones, etc.

Click "Start Recording" and slowly tilt/pan your webcam so a brief video can be made of the area around your computer. (If the webcam is built into the monitor, just do your best to show the surrounding area.)

Click "Stop Recording" when finished.



Stop Recording

[It's not working](#)

8. Facial Detection

LockDown Browser

STEP 1: TERMS OF USE ✓

STEP 2: WEBCAM CHECK ✓

STEP 3: ADDITIONAL INSTRUCTIONS ✓

STEP 4: GUIDELINES + TIPS ✓

STEP 5: STUDENT PHOTO ✓

STEP 6: SHOW ID ✓


STEP 7: ENVIRONMENT CHECK ✓

STEP 8: FACIAL DETECTION CHECK

STEP 9: BEGIN EXAM

Facial Detection Check

Your face needs to be well positioned in the video window and clearly visible during the exam. You may proceed once facial detection is successful.



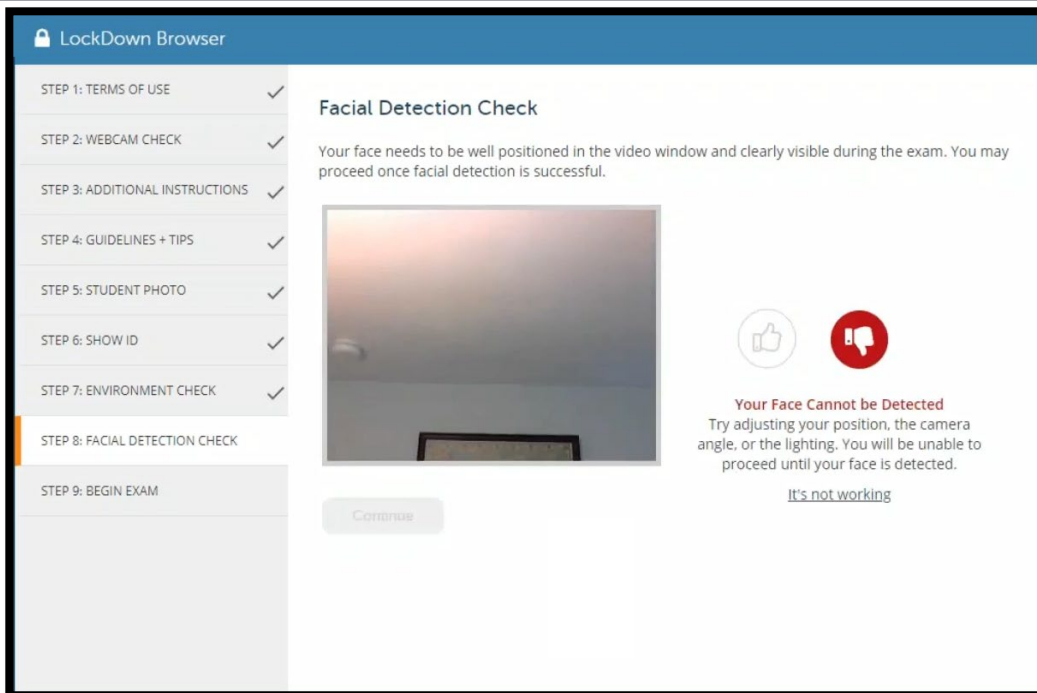
Success!
Click Continue to proceed

Continue

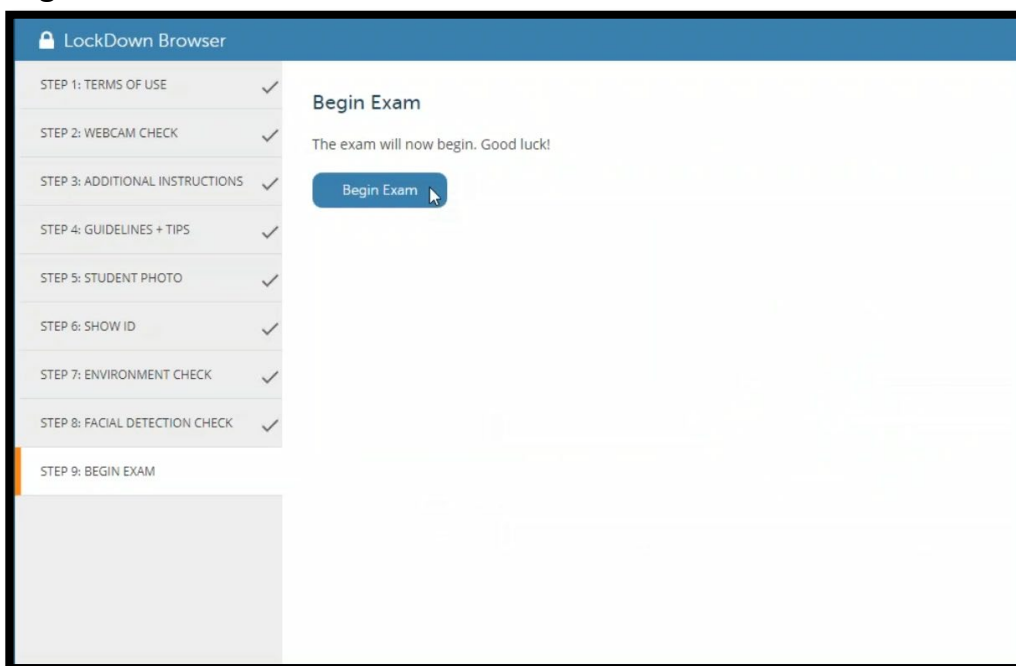


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9. Begin Exam



10. The quiz will begin after the Startup Sequence is complete. You cannot exit LockDown Browser until the quiz is submitted for grading.