Student Guide to Respondus Lockdown Browser

What is Respondus Lockdown Browser

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

Installing the Lockdown Browser

LockDown Browser has already been installed (on Harper College Lab Computers) and you can take your test in any open student computer lab on Campus. If you want to take your test at home, LockDown Browser must be installed on your personal computer (Windows or Mac) being used to take a test. The link to download the Browser to your computer is in your menu in your Blackboard course and looks like this:

Respondus LD Browser

Follow the onscreen instructions to complete the install.

Taking a Test

1. Close all programs, unless one is used to connect you to the Internet.
2. If you are using your personal computer, locate the "LockDown Browser" shortcut on your desktop and double-click it. If you are on campus, you will need to search programs, as Harper cannot put it on the desktop. The icon looks like this:
3. If prompted, close EVERYTHING that is open on the computer.
4. Login to your Blackboard course just as you would any other time.
5. Navigate to the test and select it.
6. If the instructor requires a test password, a new window will appear asking for the Exam Password. Enter the password and click **Begin Exam**.
7. The test will then start. (Note, once a test has been started with Respondus LockDown Browser, you cannot exit until the **Submit** button is clicked.)

Using with a Webcam (also known as Respondus Monitor)

You may be required to use LockDown Browser with a webcam, which will record you during an online, non-proctored exam. (The webcam feature is sometimes referred to as "Respondus Monitor.") Your computer must have a functioning webcam and microphone. A broadband connection is also required. If an exam requires LockDown Browser **and** a webcam, follow steps 1-5 in the previous "Taking A Test" section. At this point the Startup Sequence for the webcam begins.

- You will first need to review and agree to the Terms of Use.
- The **Webcam Check** will confirm that your webcam
  and microphone are working properly. The first time the Webcam Check is performed on a computer,
  Adobe Flash Player will require you to select **Allow** and **Remember**.
- The remaining steps of the Startup Sequence will depend on settings chosen by your instructor. Follow
  the instructions and note your progress along the top of the screen.
- If you encounter a problem, select the **It's not working** link for troubleshooting tips.

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