

What is Respondus LockDown Browser?

The LockDown Browser Dashboard consists of the settings needed to enable the Respondus LockDown Browser (RLDB) and Respondus Monitor. The LockDown Browser Dashboard is located within the *Quizzes* tool in D2L Brightspace - Daylight Experience.

Lockdown Browser is a custom browser that locks down the testing environment in D2L Brightspace - Daylight Experience. When students use LockDown Browser to access a quiz, they are unable to print, copy, go to another URL, access other applications, or close a quiz until it is submitted for grading. Tests created for use with LockDown Browser cannot be accessed with standard browsers, either.

Note: When copying quizzes from a previous course, the Respondus LockDown Browser and Respondus Monitor settings may change. If the RLDB and Respondus Monitor settings are enabled when you do the copy, check the LockDown Browser Dashboard settings within the course you copied, to ensure that they did not change. If the settings did change, you will need to enable them again.

Accessing the LockDown Browser

1. From the Course Home Page, click **Quizzes** on the *Navbar*.



Figure 1 - Click Quizzes

2. Click **LockDown Browser**.

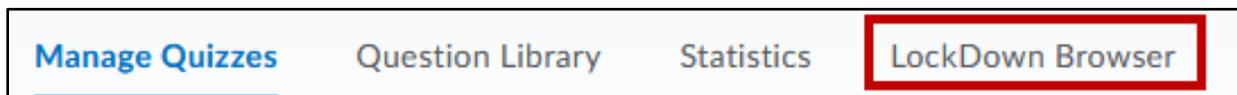


Figure 2 - LockDown Browser

3. The *About LockDown Browser* page will appear. Click **Continue to LockDown Browser**.



Figure 3 - Access Request

Note: The system will begin accessing your information. It may take a few minutes for the dashboard to appear. Please wait.

4. The *Respondus LockDown Browser Dashboard* will appear. All of your quizzes will be listed.

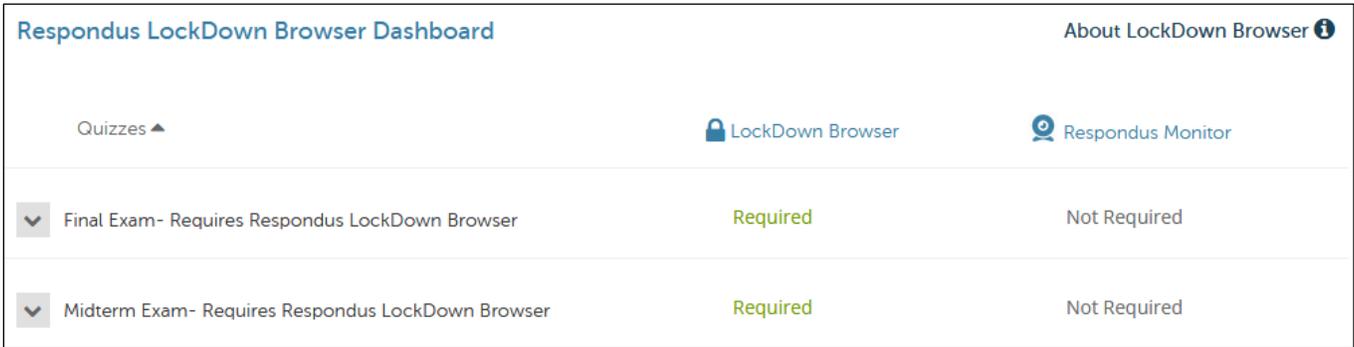


Figure 4 - LockDown Browser Dashboard

Note: Quizzes labeled with “Required” require students to use LockDown Browser.

Note: Quizzes labeled with “Not Required” do not require students to use LockDown Browser.

Enabling the Respondus LockDown Browser

1. When the *LockDown Browser Dashboard* appears, find the quiz for which you would like to enable the LockDown Browser.
2. Click the **dropdown menu** to the left of the title (See Figure 5).
3. Click **Settings** from the drop-down menu (See Figure 5).



Figure 5 - Modify Settings

4. Select the radio button next to **Require Respondus LockDown Browser for this exam**. Optionally, you may create a password that students must enter to start the quiz. Lockdown Browser will prompt students to enter the instructor-provided password before proceeding with the quiz.

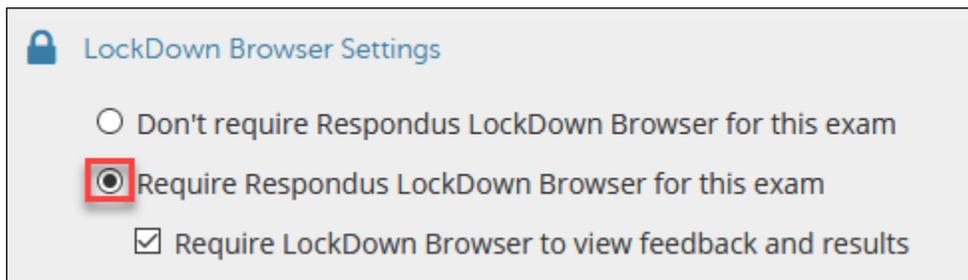


Figure 6 - Require Respondus LockDown Browser

Note: To enable Respondus Monitor, it is required that you enable the Respondus LockDown Browser.

5. Click **Advanced Settings** to view additional options.

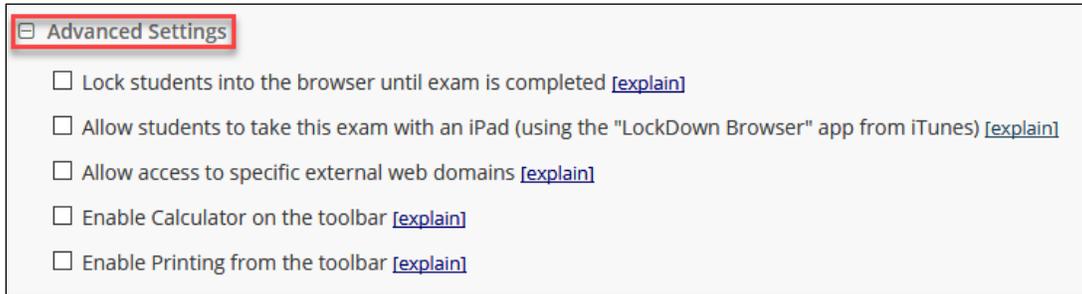


Figure 7 - Advanced Settings

6. Edit the Lockdown settings as desired.
7. Click **Save and Close** to apply settings.

What is Respondus Monitor?

Respondus Monitor is a companion product for the Respondus LockDown Browser (RLDB) that records students during online, non-proctored quizzes. When this feature is enabled for a quiz, students are required to use the LockDown Browser with a webcam and a microphone. After the quiz is complete, an instructor can review details of the assessment, even the recorded videos.

Setting up Respondus Monitor with the LockDown Browser

The following explains how to enable webcam monitoring with the LockDown Browser for a quiz:

Note: Prior to the first quiz, you may want to have students complete a practice quiz that uses LockDown Browser with the webcam (Respondus Monitor) to ensure that their LockDown Browser is installed correctly, and that they understand how to go through the webcam *Startup Sequence*.

To Enable the Respondus Monitor Webcam:

1. After enabling the Respondus LockDown Browser, underneath *Monitor Webcam Settings*, select **Require Respondus Monitor for this quiz**.

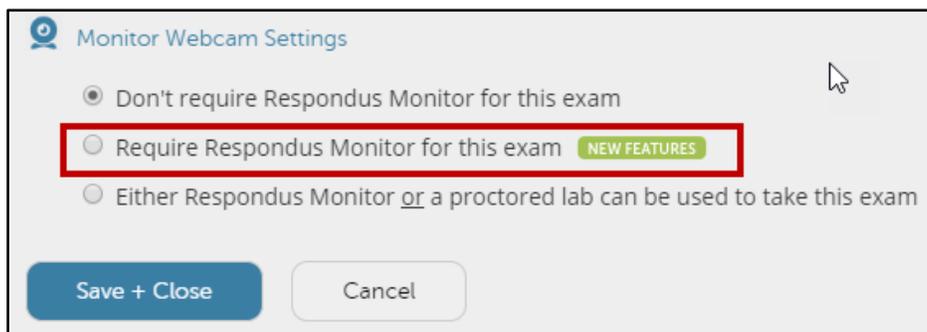


Figure 8 - Require Respondus Monitor

Note: Selecting **Either Respondus Monitor or a proctored lab can be used to take this quiz** will give students the option to either take the quiz with a webcam or in a proctored setting.

2. A message will appear describing Respondus Monitor. Select the **checkbox** for **Don't show this message again**, and then click the exit button (x) in the top right corner, to close the window.



Figure 9 - Respondus Monitor

3. After selecting your webcam settings, select the items to be included in the Startup Sequence. These are the steps that a student must complete prior to the start of a quiz. Most of these settings are optional and can be reordered using drag and drop.
 - a. **Webcam Check** – This setting is required and cannot be changed. All students must test their webcam and microphone to make sure they are working properly (See Figure 10).
 - b. **Additional Instructions** – This setting will allow you to add additional instructions for your students before beginning the quiz (See Figure 10).
 - c. **Guidelines + Tips** – This setting will give students tips for taking an exam with Respondus Monitor (See Figure 10).
 - d. **Student Photo** – Students will take a picture of themselves to verify that they are indeed the person taking the quiz (See Figure 10).
 - e. **Show ID** – Students will take a picture of their ID card. Select **Edit Text** to insert instructions on the type of ID students should use (See Figure 10).
 - f. **Environment Check** – Students will take a short video of their surroundings to verify that they are the only person in the room and there are not any visible items that could be used during the quiz. Select **Edit Text** to insert instructions for the environment check (See Figure 10).
 - g. **Facial Detection Check** – Student will do a facial detection check before the start of an exam. This helps identify problems with badly positioned webcams, poor lighting, and prevents the intentional covering of a webcam (See Figure 10).



Figure 10 - Monitor Webcam Settings

Note: To test the items within the Startup Sequence, click **Preview** next to each item.

- The system alerts students during the exam when facial detection is lost for a certain length of time. All they will need is a quick adjustment of their webcam.

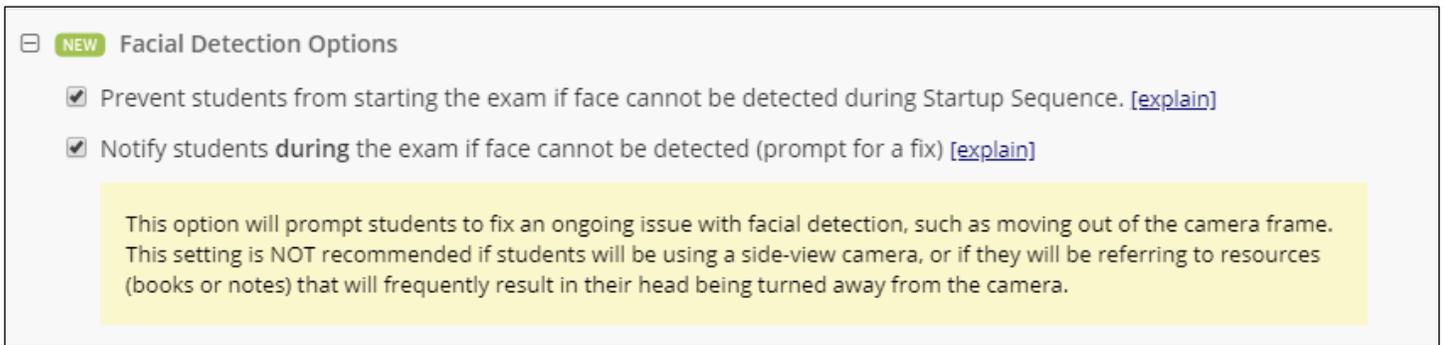


Figure 11 - Facial Detection Options

- Set *Advanced Settings* options as needed. Allowing another application to use the microphone would only be beneficial if you need your student to record ambient sound during an exam if it requires an audio response.

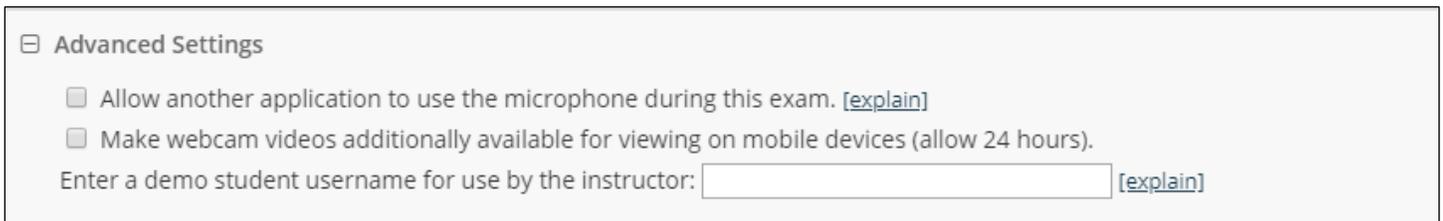


Figure 12 - Advanced Settings

- Click **Save + Close**.



Figure 13 - Save + Close

Taking a Quiz using Respondus Monitor – The Students Perspective

After logging into the LockDown Browser, students will navigate to the quiz and select the **Start Quiz** link. The Startup Sequence will guide students through a webcam check and any other required items, selected by the instructor. Once the Startup Sequence is complete, they will click **Begin Quiz**. Once the quiz begins, students cannot exit the LockDown Browser until the quiz is submitted for grading.

Note: The webcam begins recording immediately after the student completes the Environment Check (if it is a requirement in the startup sequence). However, the timer for the quiz will not begin until the student clicks **Begin Quiz**.

To Review Webcam Videos:

The following instructions explain how to review the webcam videos once students have completed the quiz:

1. From the Course Home Page, click **Quizzes** on the Navbar.
2. Click **LockDown Browser**.
3. Click the context menu next to the **name of the quiz** that you would like to review (See Figure 14).
4. Click **Class Results** from the menu (See Figure 14).



Figure 14 - Video Review

5. A roster of students in the course will appear. Click the + button to expand the section for a student.

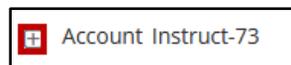


Figure 15 - Student Section Button

6. Details of the startup sequence and the exam session are shown in thumbnails. Click a thumbnail to view the video from the time indicated. Videos can be marked as reviewed or have comments added by the instructor.

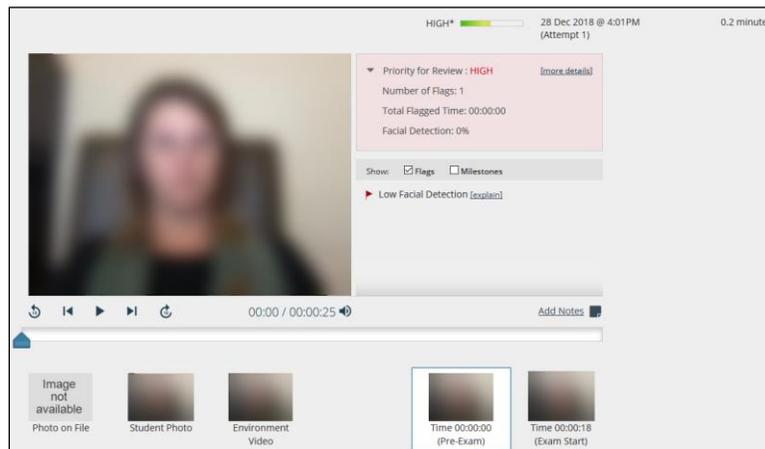


Figure 16 - Video Frame