

## Student Quick Start Guide

## LockDown Browser® and Respondus Monitor®

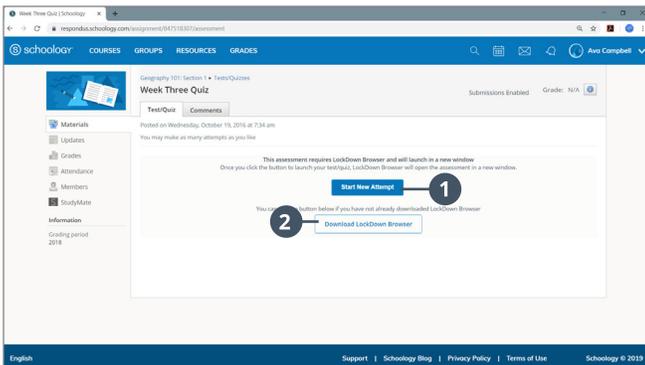
## WHAT IS RESPONDUS LOCKDOWN BROWSER?

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

LockDown Browser should only be used for taking Schoology tests. It should not be used in other areas of Schoology.

## TAKING A TEST

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



1. If the computer already has LockDown Browser installed, simply click the “Start New Attempt” button.
2. If the computer does not have LockDown Browser installed, this link 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 test until the **Submit** button is clicked.)

## USING WITH A WEBCAM (Respondus Monitor)

You may be required to use LockDown Browser with a webcam, which will record you during an online, nonproctored 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 a quiz 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 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.
- If you encounter a problem, select the **It's not working** link for troubleshooting tips.

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

## PROBLEMS?

If you have problems downloading, installing, or taking an assessment with Respondus LockDown Browser, contact your instructor or your institution's help desk.

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