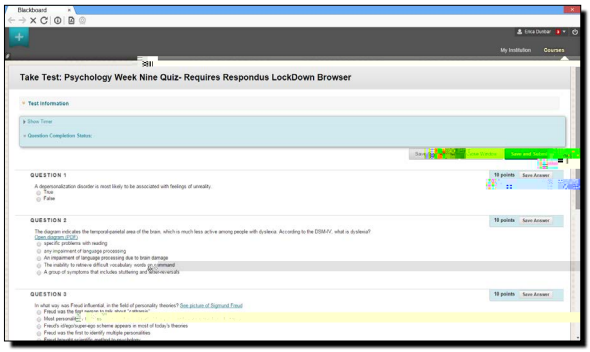
WHAT IS RESPONDUS LOCKDOWN BROWSER?

LockDown Browser is a custom browser that locks down the testing environment in Blackboard Learn. When students use LockDown Browser to take a Blackboard test, they are unable to print, copy, go to other websites, access other applications, or close a test until it is submitted for grading. Tests created for use with LockDown Browser cannot be accessed with standard browsers, either.

LockDown Browser functions much like a standard browser, but some options have been removed or work differently. The list below highlights some of these differences.



Modified Toolbar - the condensed toolbar includes only Forward, Back, Refresh and Stop functions.

Test Mode - tests are shown full-screen and cannot be minimized, resized, or exited until submitted for grading.

Disabled Controls - all printing, keystroke combinations, screen grab, function keys, and right-click menus have been disabled.

Links - links to other web servers will open in a new, secure window and prevent browsing beyond that page.

Blocked Features & Applications - the Start button (Windows), system tray, and menu bars have been removed.

WHAT IS RESPONDUS MONITOR?

Some institutions additionally license Respondus Monitor, a webcam feature for LockDown Browser that records students during online, non-proctored exams. When this feature is enabled for a test, students are required to use a webcam and microphone with LockDown Browser. After the exam is complete, an instructor can review details of the assessment, even the recorded videos.

BUILDING BLOCK INSTALLATION

The “Respondus LockDown Browser Building Block” must be installed by the Blackboard system administrator. If the system administrator has made the Building Block available for all courses, then the Respondus LockDown Browser tools will appear under the Course Tools section of the Control Panel.

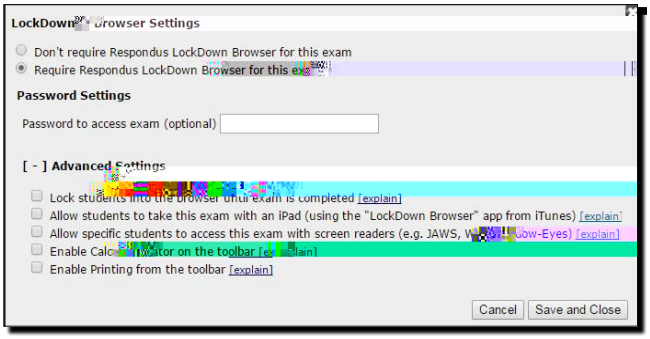
If the Building Block has been installed by the system administrator but it doesn’t appear in your course, follow these steps make it available.

1. Log into your course and expand the Control Panel.
2. Expand the Customization menu and click Tool Availability.
3. Click the Available checkbox beside the Respondus LockDown Browser row.
4. Click Submit to enable the Building Block for your course.

PREPARING A TEST

To set up a test in Blackboard that requires students to use

5. Several Advanced Settings are available:



- The first setting will prevent students from exiting the browser until the exam is completed. This is sometimes used in testing centers where a proctor can enter a password to exit an exam early.
- The second setting will allow students to take the exam with an iPad, using the free LockDown Browser app.
- The third setting will allow specific students to access the exam with screen reader accessibility programs. See www.respondus.com/accessibility for an additional step that's required by the student.
- The fourth and fifth settings allow instructors to provide students with a calculator or print function in the LockDown Browser toolbar.

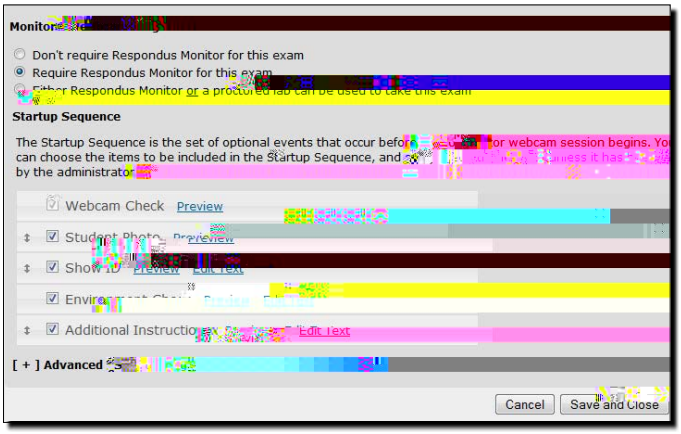
For additional information, select the [explain] link that follows each setting.

6. Click Save and Close to apply settings.

USING RESPONDUS MONITOR (webcam feature)

If your institution licenses Respondus Monitor (the webcam feature for LockDown Browser), additional settings will appear in the LockDown Browser Dashboard.

Set the exam so it requires the use of LockDown Browser. Several options are then available for Respondus Monitor. To require all students use a webcam during the exam, select Require Respondus Monitor for this exam.



To give students the option to either take the exam with a webcam or in a proctored testing lab, select Either Respondus Monitor or a proctored lab can be used to take this exam. A test password will then be required to access the test (for use in proctored settings).

Now select the items to be included in the Startup Sequence, which includes the steps a student must complete prior to the start of an exam. Most settings are optional and can be reordered by dragging and dropping them to the desired order.

HOW THE INTEGRATION WORKS

The LockDown Browser integration relies on the "password" feature for Blackboard tests. This feature is also what prevents a regular browser from accessing a test that has been set up for use with LockDown Browser. It's not important to fully understand how this works, but the following details are important:

- The Respondus LockDown Browser Building Block publishes a special password to the "password" field for the Blackboard test. This special password, which is used by LockDown Browser, shouldn't be edited by the instructor within Blackboard (doing so will prevent LockDown Browser from working with the test).
- If the instructor wants students to enter a password before a test is started in Blackboard, the password must be entered during the "Preparing A Test" step described above.
- Do not change the name of the test within Blackboard once it has been set up for use with LockDown Browser.

INSTALLING LOCKDOWN BROWSER

LockDown Browser must be installed to each computer