### WHAT IS RESPONDUS LOCKDOWN BROWSER?

LockDown Browser is a custom browser that locks down the testing environment in Canvas. When students use LockDown Browser to access a quiz, they are unable to print, copy, visit other websites, access other applications, or close a quiz until it is submitted for grading. Quizzes created for use with LockDown Browser cannot be accessed with standard browsers.

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

Art History Qu	ick Quiz- Requires Respondus LockDown Browser		Questions
Started Aug 25 at 7 30a	n		J Question 1
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- **Modified Toolbar** the condensed toolbar includes only Forward, Back, Refresh, and Stop functions.
- Assessment Mode assessments are shown fullscreen and cannot be minimized, resized, or exited until submitted for grading.
- Oisabled Controls all printing, keystroke combinations, screen grab, function keys, and right-click menus have been disabled.
- 4 Links links to other web servers do not compromise the secure testing environment.
- Blocked Features and Applications the Start button (Windows), system tray, and menu bars have been removed. Hundreds of screen capture, messaging, screen-sharing and network monitoring applications are blocked.

# PREPARING A QUIZ

To set up a quiz in Canvas that requires students to use LockDown Browser, follow these steps:

- **1.** Make sure the quiz has been deployed in the Canvas course.
- 2. From the Course Navigation in Canvas, select LockDown Browser.
- 3. A list of quizzes in the course will be displayed.
  - > Quizzes labeled with **Required** require students to use LockDown Browser.
  - > Quizzes labeled with **Not Required** do not require students to use LockDown Browser.
- **4.** To change the settings, select **Settings** from the context menu to the left of the quiz title and select the desired option.

You may additionally require that LockDown Browser be used to view quiz feedback and results.

LockDown Browser Settings	
<ul> <li>Don't require Respondus LockDown Browser for this exam</li> <li>Require Respondus LockDown Browser for this exam</li> <li>Require LockDown Browser to view feedback and results</li> </ul>	
Password Settings	
Access code for this exam (optional)     Advanced Settings	

Optionally you may create an access code that students must enter to start the quiz. LockDown Browser will prompt students to enter the instructor-provided code before proceeding with the quiz.

#### 5. Several Advanced Settings are available:

Advanced Settings

- Lock students into the browser until exam is completed [explain]
- $\hfill \Box$  Allow students to take this exam with an iPad (using the "LockDown Browser" app from the transmission of transmission of the transmission of the transmission of the transmission of t
- Allow access to specific external web domains [explain]
- Enable Calculator on the toolbar [explain]
- Enable Printing from the toolbar [explain]
- > 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 students to access a list of specified web domains during the test.
- > 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 the settings.

### TAKING A QUIZ

From a student's perspective, this is how LockDown Browser is used to take an assessment.

- 1. Locate the "LockDown Browser" shortcut on the desktop and double-click it.
- If prompted to close a blocked program (e.g. screen capture, instant messaging) choose Yes when prompted.
- 3. Log into your Canvas course using a student login.
- 4. Navigate to the quiz and click Take a Quiz.
- **5.** If the student is required to use a webcam to record themselves during the test, a Startup Sequence will guide the student through a webcam check and other items required by the instructor.
- **6.** Once a quiz has been started with LockDown Browser, you cannot exit until the **Submit Quiz** button is clicked.

**TIP** - Prior to the first quiz, have students complete a practice quiz that uses LockDown Browser to make sure they have installed it correctly.

# WHAT IF A STANDARD BROWSER IS USED?

If the settings for a quiz require that LockDown Browser be used, it cannot be accessed with a standard browser. In fact, you can easily confirm that a quiz has been properly set for LockDown Browser by attempting to open the quiz with a regular browser.

As shown a warning message will indicate that LockDown Browser is required for the quiz.

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C63 Dashboar	Quizzes	This quiz requires Respondus LockDown Browser. Please launch Respondus LockDown Browser to take this quiz or quiz results.	view yo	ur	
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### OTHER TRAINING AND SUPPORT RESOURCES

- Student Quick Start Guide a quick start guide for students is available at <u>www.respondus.com/lockdownguides</u>
- Demo Movies view demonstration and training movies at <u>www.respondus.com/demo</u>
- > Knowledge Base and Ticket-based Support 1 support.respondus.com

<sup>1</sup> Contact your local support representative for Respondus LockDown Browser before opening a support ticket.