



WHAT IS RESPONDUS LOCKDOWN BROWSER?

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

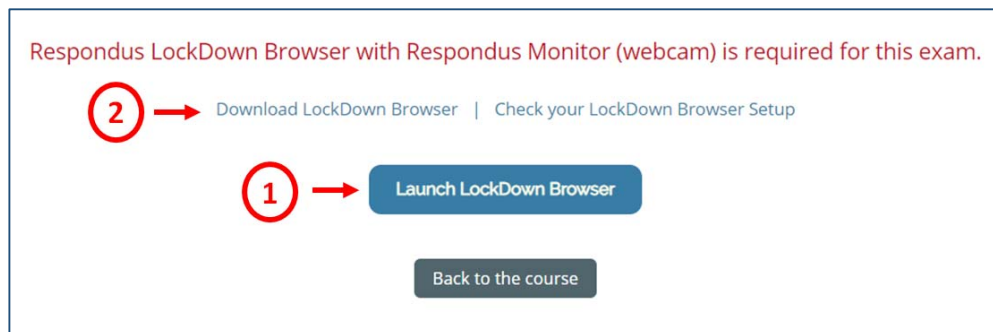
INSTALLING LOCKDOWN BROWSER

LockDown Browser must be installed to each computer (Windows or Mac) being used to take a test. Click [here](#) to download and install LockDown Browser.

Follow the onscreen instructions to complete the install.

TAKING A QUIZ

1. Close all programs running on the computer
2. Log into Moodle with a regular browser (preferably Google Chrome), select the course and navigate to the quiz.
3. From the below represented screen, you can **(1)** launch LockDown Browser to take the quiz. If you have not downloaded it yet as recommended in the previous step, you can do it here **(2)**.



4. If prompted to close a blocked program (e.g. screen capture, instant messaging), choose **Yes**.
5. If you are required to use a webcam to record yourself during a test, a Startup Sequence will guide you through a webcam check and other items required by the instructor (Refer to the next section **“Using a Webcam”**).

6. Once a quiz has been started with LockDown Browser, you cannot exit the quiz until the Submit Quiz 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 the online exam. The webcam feature is referred to as “Respondus Monitor.” Your computer must have a functioning webcam and microphone. A broadband connection is also required.

As stated in point 5 of the previous section “**Taking a Quiz**”, the Startup Sequence for the webcam will begin.

- ✓ 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 (N.B. You may have to present your USEK ID via the webcam in order to validate their identity).
- ✓ 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 quiz is submitted for grading.

The time required for the Startup Sequence is taken into consideration in the exam timing.

USING MULTIPLE LANGUAGES KEYBOARDS

You can use a variety of language keyboards within a LockDown Browser exam. Refer to the “**Multiple Language Keyboards with and Accents for Languages**” Guide to know how to configure your language Keyboards before starting your exam.

INTERNET CONNECTION LOSS

If you lose connection to the Internet while taking a test using Respondus LockDown Browser™, Respondus LockDown Browser™ will freeze up. If this happens, you will need to restart your computer by powering off, then powering it back on.

Your work will not be lost as open attempts will be automatically submitted. Reach out to your instructor as he will allow you a second attempt building on the previous one, while reconsidering a time extension.

QUESTIONS AND CONCERNS?

If you have problems downloading, installing, or taking an assessment with Respondus LockDown Browser, contact your instructor or USEK's IT help desk (servicedesk@usek.edu.lb).

You may also refer to the **Student Questions and Answers (Q&A) Document** related to Respondus LockDown Browser developed by USEK or to the Q&A section on the Respondus technical support page, by clicking [here](#).

OVERVIEW (Video : 2mn)

