

LOCKDOWN BROWSER – STUDENT GUIDE

This document guides you through installing **Respondus LockDown Browser** on your device as well as what to expect when your teacher enables it for your exams. We'll take a look at four topics in this document: **(1)** installing LockDown Browser on your personal computer/device, **(2)** ambient space and device preparation, **(3)** accessing a regular LockDown Browser exam, and **(4)** accessing a webcam-required exam (**Respondus Monitor**).

BEFORE WE START...

- ✓ Make sure your system is compatible by checking Respondus's System Requirements for [LockDown Browser & Respondus Monitor](#).
- ✓ If you are using an iPad, ask your instructor if they are enabling the iPad option for their exams.
- ✓ Once you launch LockDown Browser, you will not be able to access external applications. Review this document thoroughly so that you don't experience any surprises when accessing your exams.

1. INSTALL LOCKDOWN BROWSER

WINDOWS / macOS

1. Go to https://fau.edu/canvas/additional_tools.php#Respondus.
2. On that page, click the  icon if you're using a **Windows PC** or click the  icon if you need the **macOS** version.
3. Follow the instructions on the subsequent page to download and install the application.

IPad

1. Open the App Store app.
2. Find the LockDown Browser app from **Respondus Inc.**
3. Tap **Get** to begin downloading and installing the app.

2. AMBIENT SPACE AND DEVICE PREPARATION

LockDown Browser works by preventing you from using shortcut keys and other applications while it's open. It will require that you close any applications/services that have screen/camera sharing functions. Furthermore, if your professor enables the webcam requirement, there are a few things you can do to ensure that your internet connection and ambient space do not impede your exam attempt.

1. **Ensure that you have a very stable internet connection.**
 - The most stable connections are over wired networks. However, Wi-Fi networks on campus and in some homes can be just as reliable. Wherever you work, make sure that you can depend on that location's network.
2. **Work in a well-lit, quiet and private space where you will not be interrupted.**
 - When the webcam requirement is enabled, LockDown Browser uses the camera to proctor the exam and monitor your activity. It will flag you for anything that it considers suspicious (e.g. not looking at the screen, multiple voices in the room, big changes in ambience, etc.).
3. **Set aside enough time to complete your exam.**
 - Your professor might require you to submit your exam in order to exit LockDown Browser. Secure enough time in your schedule to avoid cases where you may hurry through your exam or have to exit early.

3. ACCESSING A REGULAR LOCKDOWN BROWSER EXAM

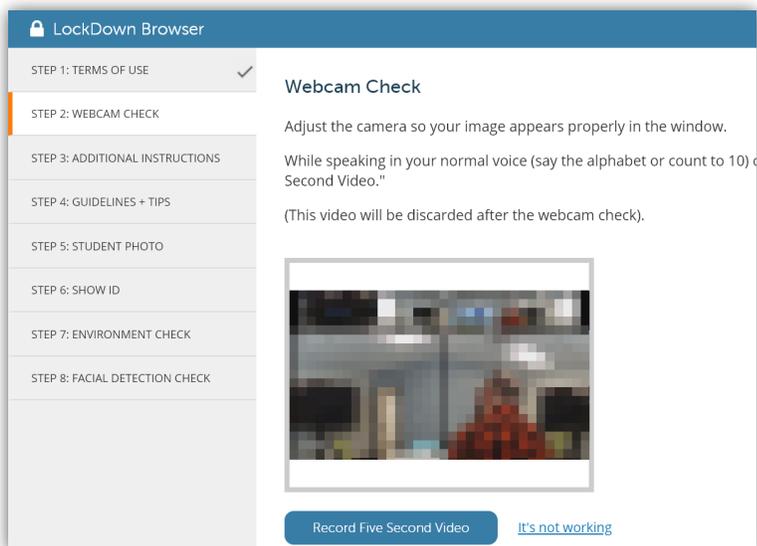
You'll know that an exam requires LockDown Browser because the text "**Requires Respondus LockDown Browser**" will be in its title. These exams are only accessible through Canvas when following these steps:

1. Open LockDown Browser on your device.
2. Log in to <https://canvas.fau.edu>.
3. Once your Canvas dashboard loads, navigate to the course whose LockDown Browser exam you need to take.
4. Find and click the exam to open it.

4. ACCESSING A WEBCAM-REQUIRED EXAM

If your instructor has enabled the webcam requirement for your exam, you'll have to go through a few steps before starting it. After following the steps in the previous section, LockDown Browser prompt you to run some checks on your webcam.

1. **Terms of Use:** agree to them in order to continue.
2. **Webcam Check:** follow the instructions and make sure that you appear clearly in the webcam feed.
3. **Additional Instructions:** your professor may provide further proctoring instructions here.
4. **Guidelines + Tips:** a list of best practices for taking a webcam proctored exam.
5. **Student Photo:** take a clear picture of yourself with the **Take Picture** button.
6. **Show ID:** take a clear picture of your FAU student ID card with the **Take Picture** button.
7. **Environment Check:** take a short video showing the room around you. Press the **Start Recording** button and move your laptop/webcam in different directions to show your ambient space.
8. **Facial Detection Check:** show your face clearly in the webcam and wait until you get a green thumbs up. This is the same facial detection that will be occurring throughout your exam.



Student-View of Webcam Check from Respondus Monitor

After completing this startup sequence, you'll be able to start your exam.

TIPS & HELP LINES

- If you experience issues with LockDown Browser or Respondus Monitor, contact the FAU OIT Help Desk using the service request [linked here](#).
- Respondus Links:
 - [LockDown Browser Quick Start Guide](#)
 - [LockDown Browser Student Video](#)
 - [Respondus Knowledgebase & Help Desk](#)