

Installing and Using Respondus LockDown Browser

Some of your faculty may ask you to complete a proctored online test. Loyalist College uses a proctoring system called Respondus LockDown Browser. To successfully complete an online proctored test, you need to download the Respondus Lockdown Browser APP onto your device. You will need a reliable Internet connection. You cannot use a cell phone to complete the exam/test.

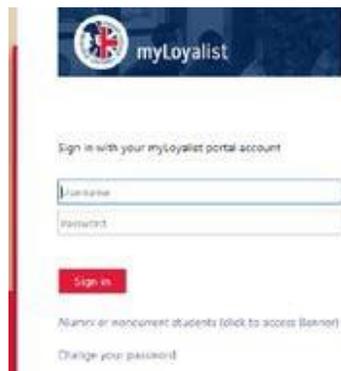
WHAT IS RESPONDUS LOCKDOWN BROWSER?

Respondus LockDown Browser is a browser that “locks” your screen while you are taking a test/exam in Blackboard. It prevents students from printing, copying, going to another URL, or accessing other applications during a test/exam. If a Blackboard test requires that Respondus LockDown Browser be used, students will not be able to take the test/exam with a standard web browser, such as Firefox, explorer and Chrome.

LockDown Browser is only to be used for taking Blackboard tests and exams. It should not be used in other areas of Blackboard such as looking at your lessons or submitting assignments. Lock Down Browser tracks student activity within the test or exam and will identify if there are any connection issues with your internet server. There are safeguards to prevent submission by accident, by asking if you are sure you want to close the test/exam.

INSTALLING LOCK DOWN BROWSER

1. Log into the Chromebook and start Google Chrome
2. Go to the download link for LockDown Browser (<https://www.respondus.com/lockdown/download.php?id=981438991>); you will automatically be redirected to the Chrome Web Store.
3. From the Chrome Web Store, select “Add to Chrome” to install the LockDown Browser Extension
4. Log into myLoyalist



Troubleshooting

- a. Ensure you are connected to the internet
- b. Ensure that you have logged in using Lockdown Browser and not safari, google, internet explorer etc
- c. If the exam freezes or you are unable to move the next question.
Log out by closing the browser. You will be warned that you are not finished and prompted to leave a message. If time allows log back in immediately using Lockdown Browser