

Setting up an exam with LockDown Browser and Respondus monitor (Webcam)

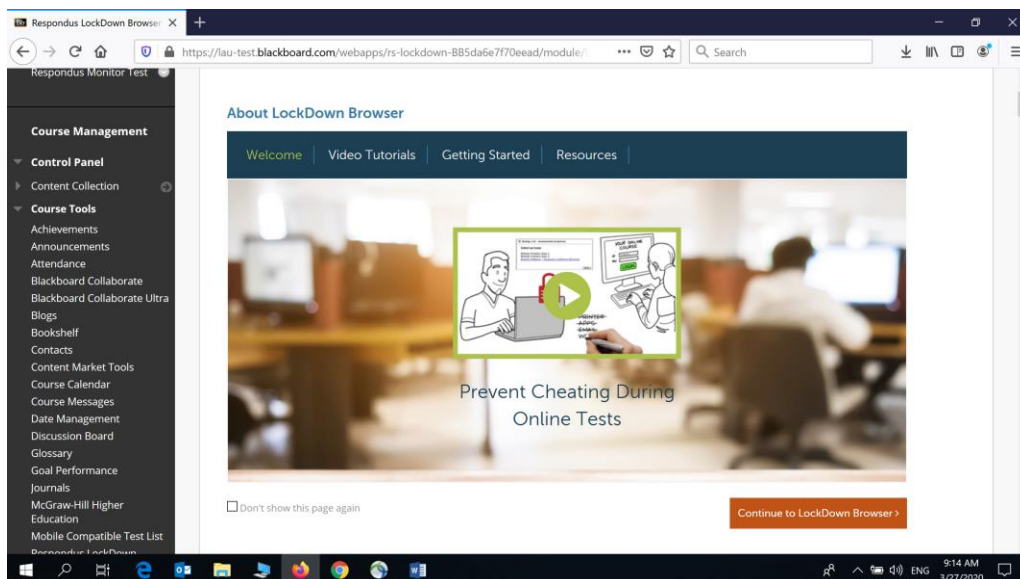
Please remember that you need to inform your students that they have to download the Respondus LockDown browser to their devices. The link to download is:
<https://download.respondus.com/lockdown/download.php?id=957247857>

To enable Respondus LockDown browser and Respondus Monitor for you exam you need to do the following steps:

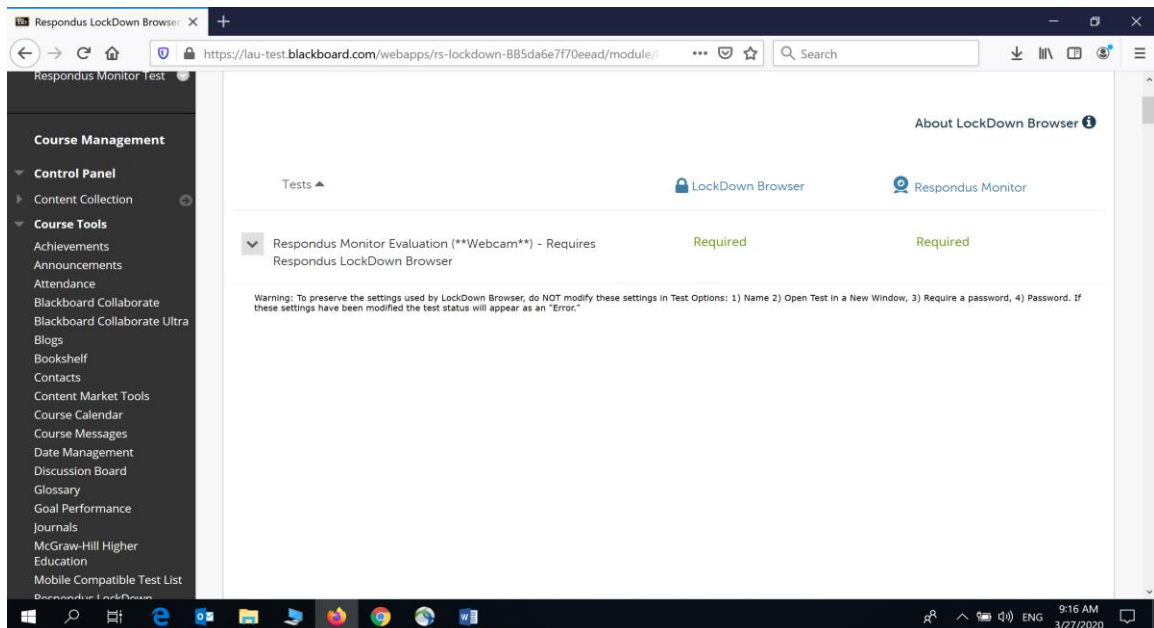
- 1- Log into your course and expand the Control Panel.
- 2- Under the Course Tool check if the Respondus LockDown browser tool is available
- 3- **If not** then you need to do the below steps:
 - a. Expand the Customization menu and click Tool Availability.
 - b. Click the Available checkbox beside the Respondus LockDown Browser row.
 - c. Click Submit to enable the Respondus LockDown Browser for you

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

1. Make sure the test has been created and deployed in the Blackboard course.
2. From the Control Panel in Blackboard, locate the Course Tools section and select the link Respondus LockDown Browser.
3. This is the first page you will see where there are some links that are useful and this page can be hidden in order not to be displayed every time. Click on the bottom “Continue to LockDown Browser”.



4. A list of deployed tests will be displayed:



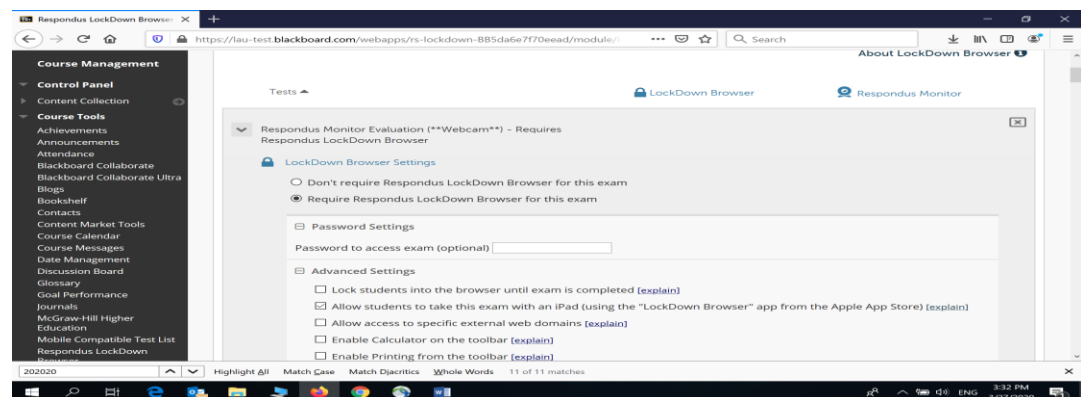
- › Tests labeled with “Required” require students to use LockDown Browser
- › Tests labeled with “Not Required” don’t require LockDown Browser.

5. To change the settings for the test, select Settings from the context menu to the left of the test title.

6. When you select the setting a new page will be opened with the settings for

- LockDown Browser
- Monitor Webcam

7- LockDown Browser Settings:



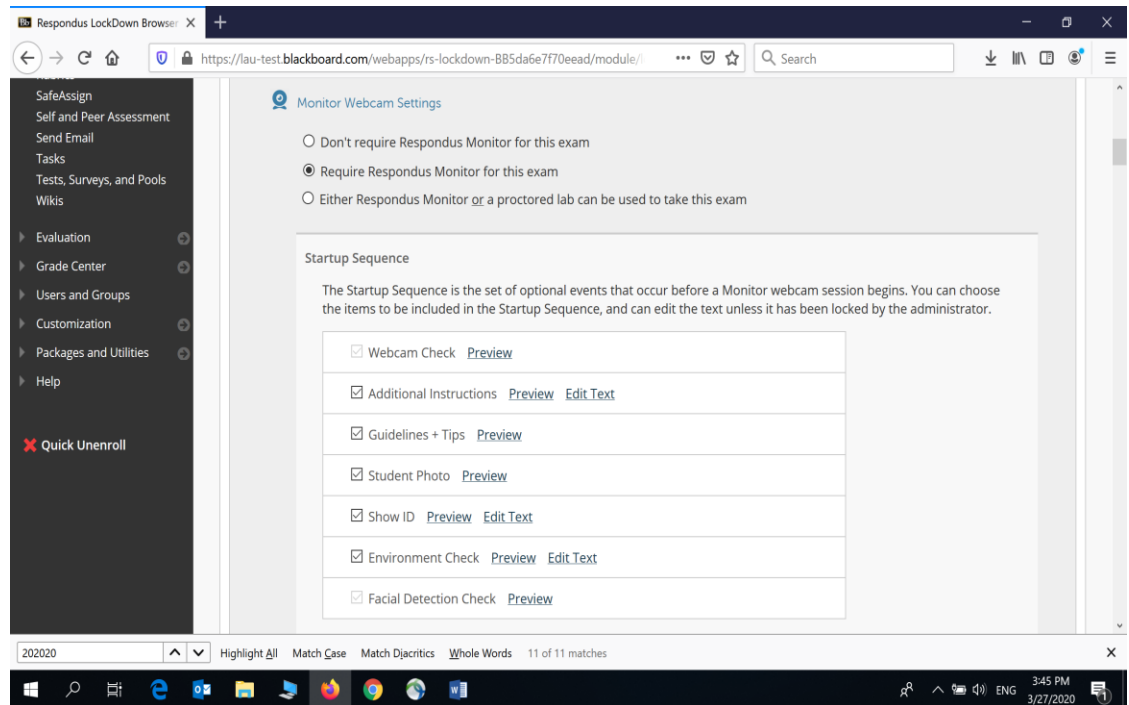
- **Password Setting:** you may enter a test password that students must enter to start the test, is optional. LockDown Browser will prompt

students to enter the password provided by instructor before proceeding with the test.

Please be sure not to put password on the exam setting when you are building it.

- **Lock Students into the browser until exam is completed:** if you move the mouse over the **[explain]** word, it will explain the use of this option and you can see that it is **not recommended to be selected outside a proctored environment.**
- For other settings you can check the **[explain]** near each to get the detail information about its use.

8- Monitor Webcam Settings:

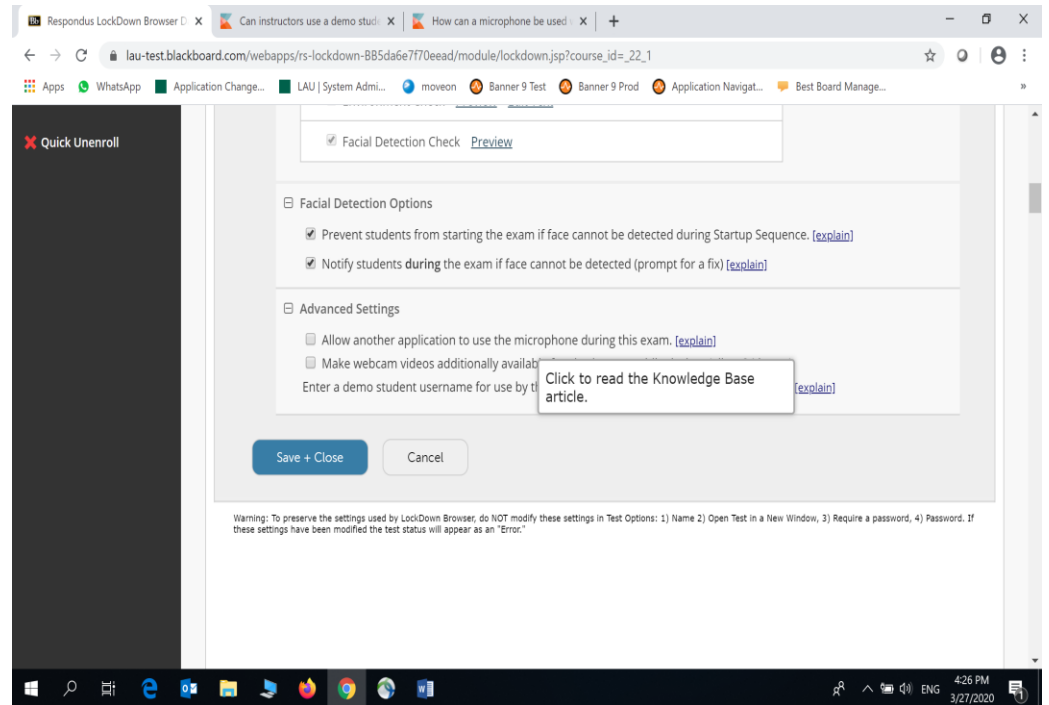


- If you want to use Monitor WebCam on the exam, you need to choose the option marked as above “Require Respondus for this exam”.
- The Startup Sequence: Some of these sequences are optional you can hide them from the student when he/she starts the exam. Also there are some options that you might need to Edit the text and Change

them if you want. As you can see there are 2 options that are mandatory:

- Webcam Check
- Facial Detection Check

Other Settings are as mentioned below, please read the [\[explain\]](#) under each to decide if you want to use them or not

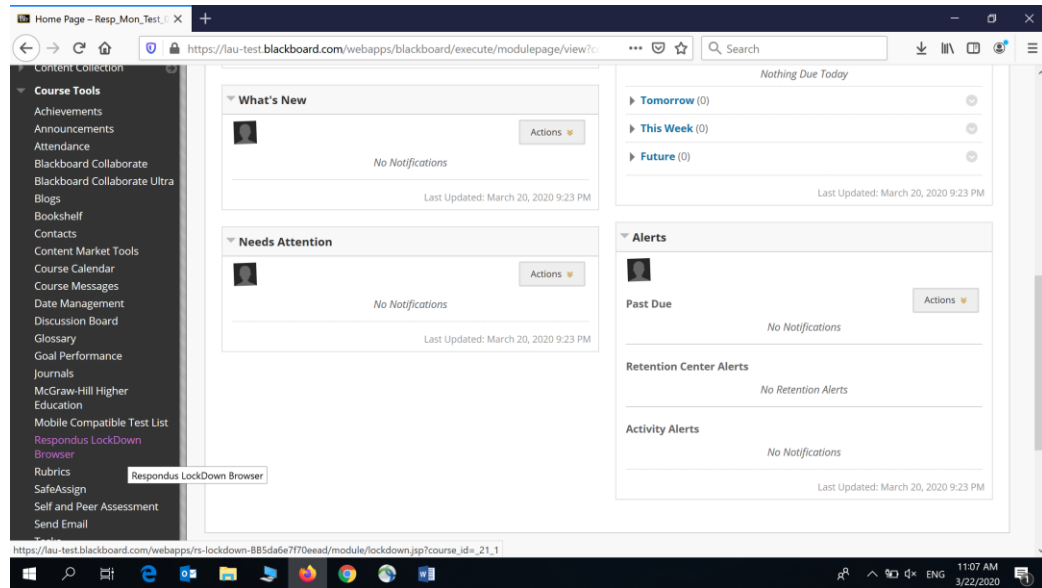


9 - Once you finish from the setting, click the bottom Save + Close

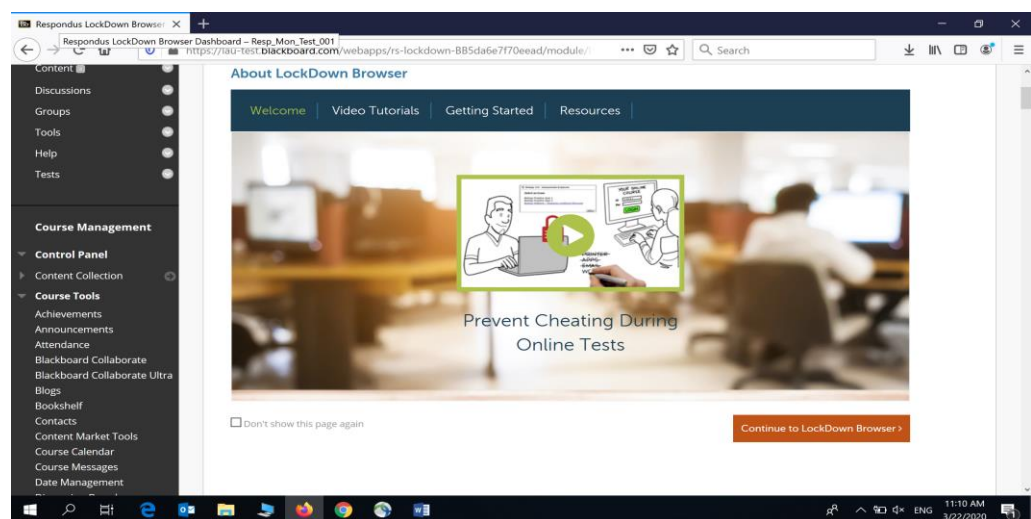
To review the exam under Respondus Monitor

In order to review the exam that was taken under Respondus LockDown browser and Respondus monitor, do the following:

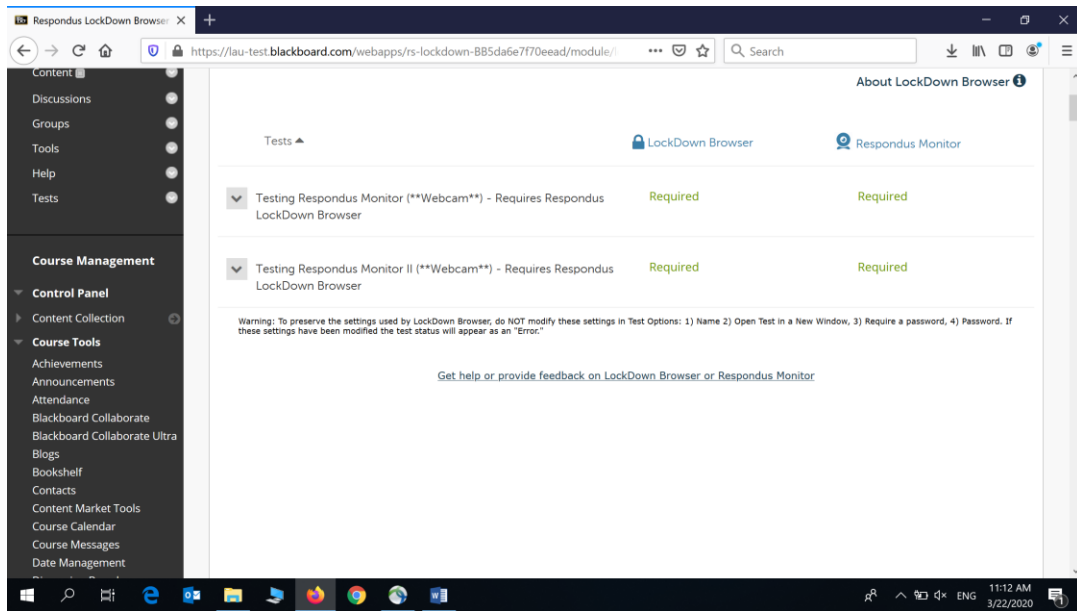
- 1- From your Blackboard course
- 2- Go to Respondus Lock Down Browser Tool under Course tools



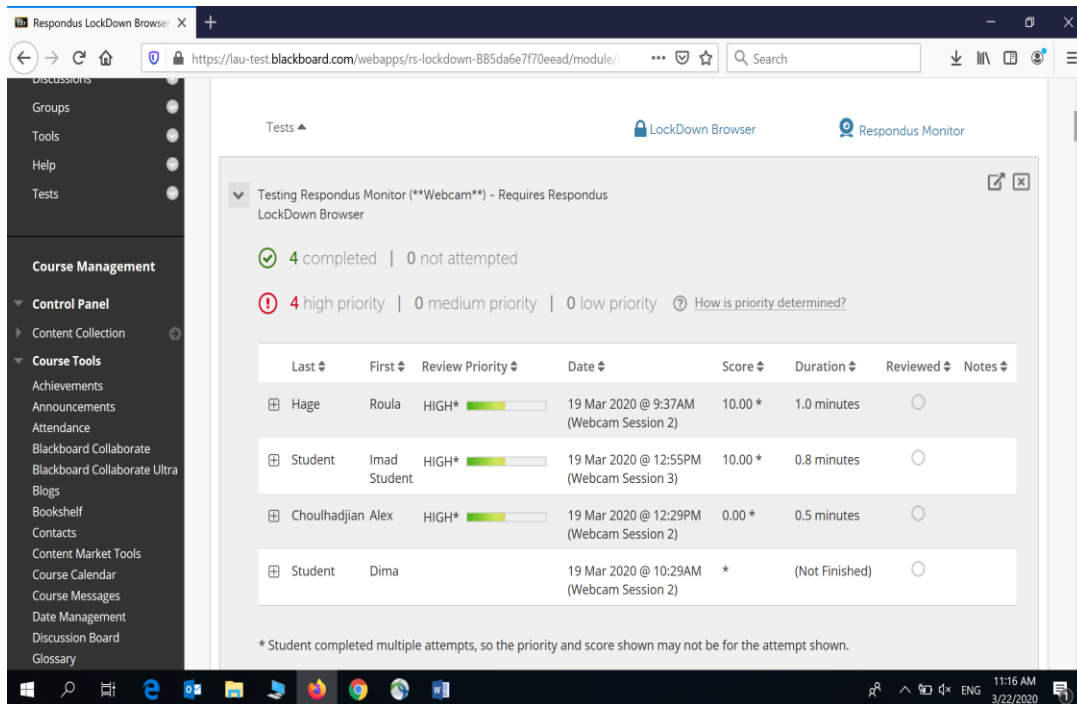
- 3- Once you click on the Respondus LockDown Browser a new page will be displayed, where you can review some articles and watch some videos regarding this tool. You can click on the bottom "Continue to LockDown Browser"



- 4- Once you click on the above mentioned bottom, a list of exams that were required to be taken under LockDown browser will be displayed



- 5- To Review the Exam Results, click on the small icon near the exam title and choose "Class Results" and the below screen will be displayed.

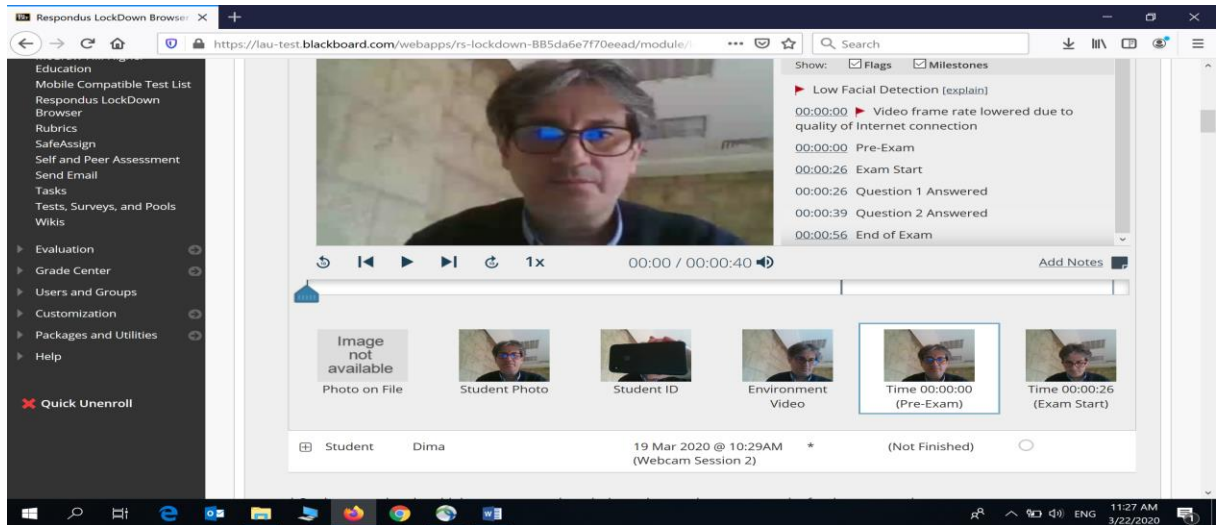


6- From the screen above, you can first see

- The number of completed exams
- The number of not attempted
- Those who are still in progress
- The # of high risk of suspicious activity
- The # of medium risk of suspicious activity
- The # of low risk of suspicious activity
- The list of your students

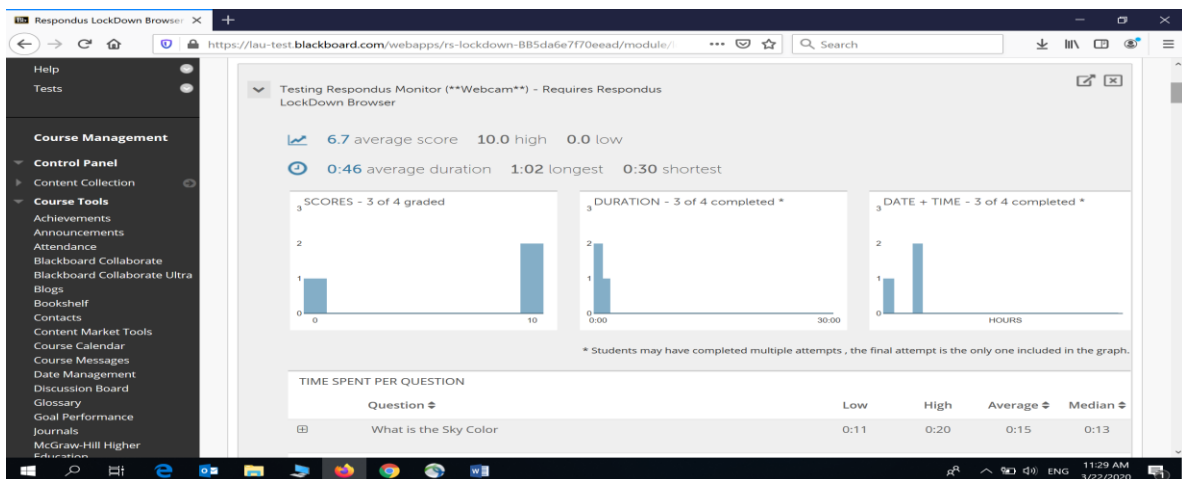
7- Now to see the results for a specific student, you can click on the + sign near the student name and you will get the results of the recording done during the exam

The screenshot displays the Respondus LockDown Browser interface. On the left is a navigation menu with items like 'Groups', 'Bookshelf', 'Contacts', 'Content Market Tools', 'Course Calendar', 'Course Messages', 'Date Management', 'Discussion Board', 'Glossary', 'Goal Performance', 'Journals', 'McGraw-Hill Higher Education', 'Mobile Compatible Test List', 'Respondus LockDown Browser', 'Rubrics', 'SafeAssign', 'Self and Peer Assessment', 'Send Email', 'Tasks', 'Tests, Surveys, and Pools', and 'Wikis'. Below these are 'Evaluation', 'Grade Center', 'Users and Groups', and 'Customization'. The main content area shows a student named 'Choulhadjian Alex' with a 'HIGH*' risk level. Two exam sessions are listed: '19 Mar 2020 @ 12:29PM (Webcam Session 2)' with a score of '0.00 *' and a duration of '0.5 minutes', and '19 Mar 2020 @ 12:11PM (Webcam Session 1)' which is '(Not Finished)'. A video player shows a recording of the student, with a play button and a progress bar at the bottom. To the right of the video, a 'Priority for Review : HIGH' alert is shown, indicating 'Number of Flags: 2', 'Total Flagged Time: 00:00:00', and 'Facial Detection: 0%'. Below this, a 'Show:' section has 'Flags' checked and 'Milestones' unchecked. A red warning icon is next to 'Low Facial Detection [explain]', with a timestamp of '00:00:00' and the message 'Video frame rate lowered due to quality of Internet connection'. The bottom of the screen shows a Windows taskbar with various application icons and a system tray with the date '11:23 AM 3/22/2020'.



- You can see the attempts, if more than one is applicable.
- You can see the priority for review
- You can see the Flags
- You can see the Milestone, where you will have a detail information about even each question when the student answered it.
- Also, you can see the Timeline of the recording
- Also, you can see some Thumbnails showing you the following:
 - o Student Photo that was taken at the start of the exam
 - o Student ID Photo that was taken at the start of the exam
 - o Environment Video that was taken at the start of the exam
 - o Pre-Exam video
 - o Exam Start video

8- In addition to the Class Results, there is an option that you can choose and see the Exam Stats, It will display the average score, high and low and other statistical information.



For more information about Respondus LockDown Browser and Respondus Monitor please find below useful links:

<https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QSG-Bb-Instructor.pdf>

<https://web.respondus.com/he/monitor/resources>