

Students taking exam under Respondus LockDown Browser/Respondus Monitor:

- 1) If the exam requires Respondus LockDown browser, then you need to download the LockDown Application on your device.
- 2) If you haven't download this browser yet on your device (Desktop/laptop), please do so from the following link:
<https://download.respondus.com/lockdown/download.php?id=957247857>
- 3) If you are going to use iPad for taking the exam, you need to download this tool from Apple Store. Read this article for detail information:
<http://support.respondus.com/support/index.php?/Knowledgebase/Article/View/219/0/can-an-ipad-be-used-to-take-a-lockdown-browser-exam-instructions-for-students>
- 4) To start the exam you have to launch the newly downloaded tool. There should be a shortcut as the below icon on your desktop screen.



- 5) Once you double click on this icon, the tool will start asking your approval to close some of open applications and background process for the sake of the exam.
- 6) After closing all applications, the tool will take you back directly to Blackboard logon page where you need to logon.
- 7) Logon to Blackboard using your LAU Credentials.
- 8) Now you are in Blackboard, go to the course where the exam is available
- 9) Click the Test Title to start the exam and then click Begin the exam
- 10) A startup sequence will be displayed for you, please make sure to pass by all steps.
- 11) After running all the steps above, the exam will start and you can't exit until you submit it.
- 12) In case you face an electricity or internet connection issue during the exam, you need to close the browser and re-enter again, and you will continue the exam from the place you stopped.

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

<https://web.respondus.com/wp-content/uploads/2019/08/RLDB-Quick-Start-Guide-Bb-Student.pdf>