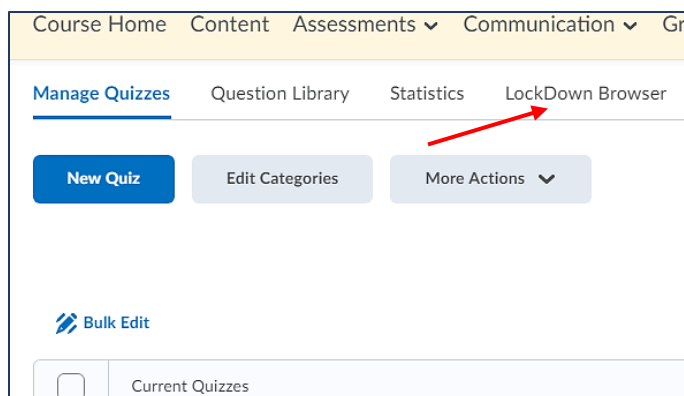


How to use Respondus LockDown Browser (Dashboard)

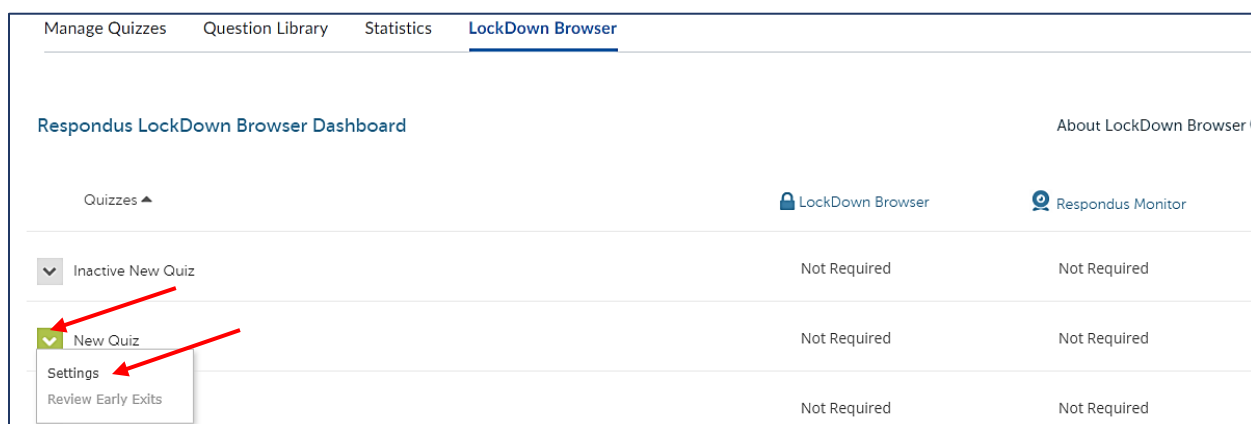
Respondus LockDown Browser (RLDB) is a custom browser that locks down the testing environment in Brightspace by D2L. When students use LockDown Browser to access a quiz, they are unable to print, copy, go to another URL, access other applications, or close a quiz until it is submitted for grading.

To manage LockDown browser in the Quizzes tool, instructor should access a LockDown Browser Dashboard.

1. To access LDB Dashboard, go to a GeorgiaVIEW course and go to the Quizzes tool. On the Manage Quizzes page, you will see the LockDown Browser link at the top:



2. Click the “Continue to LockDown Browser” orange button below the video tutorial (you can watch the video first).
Please be patient: it take some time (up to several minutes) to load the page.
3. Click the down arrow to the left of the quiz name, in which you use RLDB
4. Click the **Settings** link on the drop-down menu:



5. To set up LockDown browser, choose the second “Require Respondus LockDown Browser for this exam” radio button. Make sure that the Advanced Settings are expanded to use more options. You can also set up a password:

▼ New Quiz

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam
 Require Respondus LockDown Browser for this exam
 Require LockDown Browser to view feedback and results

Password Settings

Password to access exam (optional)

Advanced Settings

Lock students into the browser until exam is completed [\[explain\]](#)
 Allow students to take this exam with an iPad (using the "LockDown Browser" app from the Apple App Store) [\[explain\]](#)
 Allow access to specific external web domains [\[explain\]](#)
 Enable Calculator on the toolbar [\[explain\]](#)
 Enable Printing from the toolbar [\[explain\]](#)

Monitor Webcam Settings

6. If you would like to use RLDB along with Respondus Monitor, you can set it up in the Monitor Webcam Settings paragraph below – see the [Instruction](#) on how to set it up:

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam
 Require Respondus LockDown Browser for this exam
 Require LockDown Browser to view feedback and results

Password Settings

Password to access exam (optional)

Advanced Settings

Lock students into the browser until exam is completed [\[explain\]](#)
 Allow students to take this exam with an iPad (using the "LockDown Browser" app from the Apple App Store) [\[explain\]](#)
 Allow access to specific external web domains [\[explain\]](#)
 Enable Calculator on the toolbar [\[explain\]](#)
 Enable Printing from the toolbar [\[explain\]](#)

Monitor Webcam Settings

Don't require Respondus Monitor for this exam
 Require Respondus Monitor for this exam
 Either Respondus Monitor or a proctored lab can be used to take this exam

7. To finish the setup process, click the Save + Close button. Give it some time to save the settings (might take up to several minutes).

8. Once the page is loaded (you might need to scroll up to locate the quiz), make sure that there is "Required" indicated in the Respondus Monitor column:

Manage Quizzes Question Library Statistics <u>LockDown Browser</u>			
Respondus LockDown Browser Dashboard			About LockDown Browser ⓘ
Quizzes ▲	LockDown Browser	Respondus Monitor	
▼ Inactive New Quiz	Not Required	Not Required	
▼ New Quiz - Requires Respondus LockDown Browser + Webcam	Required	Required	
▼ Questions	Not Required	Not Required	