Respondus LockDown Browser
Student Guide

Introduction

Respondus LockDown Browser™ is a secure browser for taking exams in Blackboard. It prevents you from printing, copying, going to another URL, or accessing other applications during an assessment. If a Blackboard exam requires that Respondus LockDown Browser be used, the exam won't be accessible with a standard web browser.

Respondus LockDown Browser should only be used for taking examinations in Blackboard. It should not be used in other areas of Blackboard.

Installation

Respondus LockDown Browser provides a custom interface for the Internet Explorer (Windows) or Safari (Macintosh) software that you will need to download on your computer. It does not modify an existing copy of Internet Explorer or Safari, but rather, installs a separate program that will display a custom browser when it is started. Respondus LockDown Browser uses the same security features and service packs that are currently installed for Internet Explorer or Safari. Installing Respondus LockDown Browser won't modify your current version of Internet Explorer or Safari in any way.

To download and install Respondus LockDown Browser, go to the following URL:

http://www.respondus.com/lockdown/informationb.pl?ID=867914229

Follow the on-screen instructions to download and install the correct version of Respondus LockDown Browser for your computer.

Startup

Once installed, follow these steps to start Respondus LockDown Browser and to take a Blackboard exam.

1) Close all programs, unless one is used to connect you to the Internet.
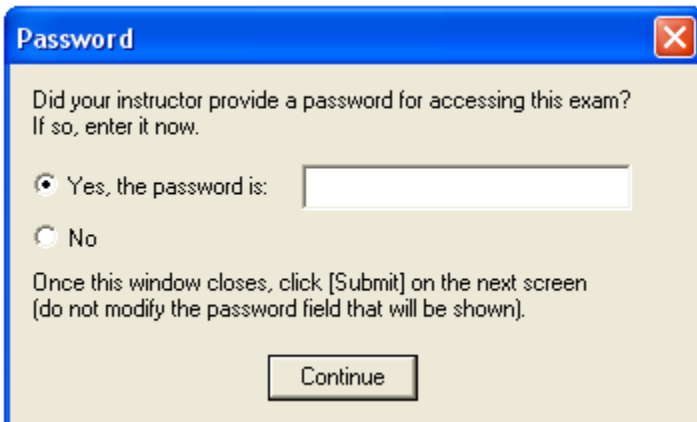
2) Start Respondus LockDown Browser.

> (For Windows user locate the "LockDown Browser" shortcut on the desktop and double-click it. (Alternatively, click "Start" in Windows, select "Programs," select "Respondus," and then click "Respondus LockDown Browser.")

> (For Macintosh users, launch "LockDown Browser" from the Applications folder.)

3) Upon starting, the browser will prompt you to select the Blackboard server being used at your institution (USF). Select "myUSF" from the dropdown menu and click "OK". This will take you to the login page for Blackboard.
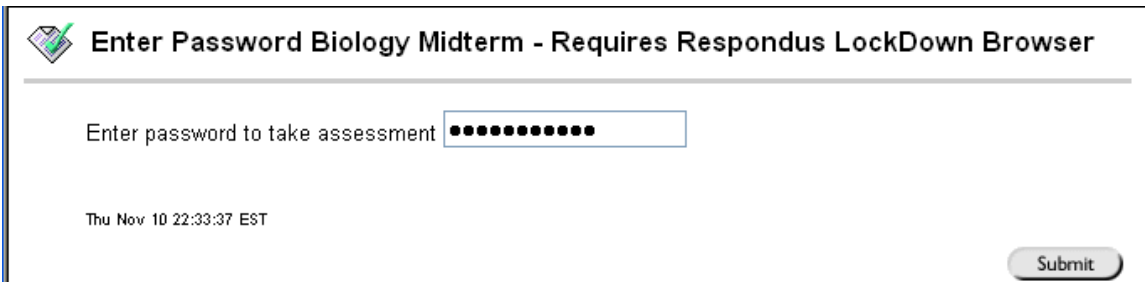
> (A warning message may appear indicating that one or more applications must first be exited, such as instant messaging application. The browser will offer to close the applications for the user. Alternatively, the browser can be exited and the blocked application can be closed manually before restarting the browser.)

4) Log into Blackboard by entering your NetID and Password. Select the appropriate course and then select the exam.

5) Prior to the start of the assessment, a pop-up window will ask you whether the exam requires a password. (If this window doesn't appear, it means that you aren't running Respondus LockDown Browser.)

If your instructor provided a password for the exam, select "Yes" and enter the password. If a password wasn't provided to you, select "No." Click the "Continue" button.

The next screen will display preliminary information about the exam, including a password field with a set of •••••••••• characters.

Do **NOT** edit this password field. Doing so will prevent you from accessing the exam! Click [Submit] to start the exam. (Note: If you attempt to use any browser other than Respondus LockDown Browser to access the exam, the password field will appear blank and you will be unable to start the exam. If your instructor provided an exam password, it will NOT work in this particular password field.)

Once the exam is started using Respondus LockDown Browser, you will be unable to exit the exam until the "Finish" button is clicked.

Resources

LockDown Browser Quick Start Guide: http://www.respondus.com/downloads/RLDB Quick Start Guide-Bb-Student.pdf

LockDown Browser Demonstration: http://www.respondus.com/movies/LDB_Bb_Intro1/LDB_Bb_Intro1.html