



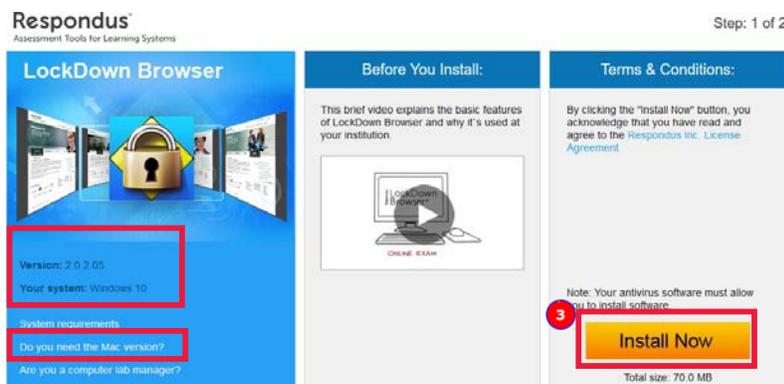
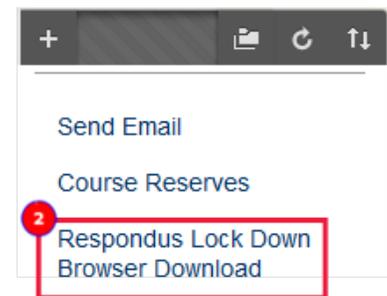
Quick Start Guide to Respondus LockDown Browser

About Respondus LockDown Browser

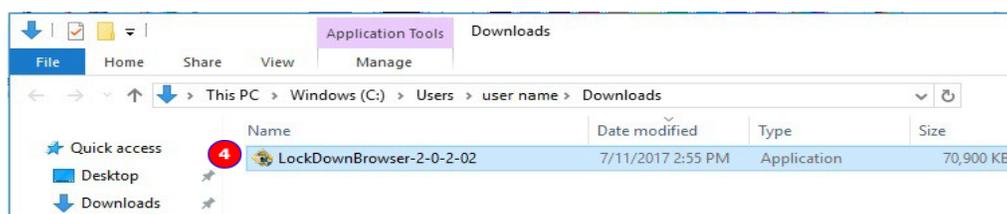
Respondus LockDown Browser is a unique internet browser that works seamlessly with your Blackboard exams. With this browser enabled, you will be unable to copy, print, and visit other websites and programs while taking a test. This guide explains how you can download and access a Respondus LockDown browser enabled test.

Downloading and installing Respondus LockDown Browser

1. Navigate to your Blackboard course.
2. Click the **Respondus LockDown Browser** link in the **Content Menu** on the left side of your course page.
3. On the Respondus pop-up window, click the **Install Now** button.
 - Respondus is available for both Mac and Windows PC. To confirm that you are installing the correct version, review the left-hand section of the screen.



4. Locate the LockDown Browser install file in your Downloads folder. Double-click the file and complete the installation process.



Using the Respondus LockDown Browser

1. Close all other programs.
2. Locate the **LockDown Browser icon**. On a Windows computer the icon is located on the Desktop, while on a Mac the icon is located in the Applications folder.
3. Open the LockDown Browser program.
4. Log in to Blackboard and navigate to your Blackboard course.
5. Locate and open your test.
 - Do not make any changes to the Password field unless otherwise instructed by your professor.
6. Click the **Begin Exam** button.
 - Please note that once you start a Respondus exam, you will not be able to exit until the exam is submitted.



Beginning a test with Respondus Monitor

1. Some Respondus LockDown Browser exams also have a monitoring function enabled. This will record your entire test session as a precaution against cheating.
2. This function requires you to have a working microphone and web camera.
3. Before the test begins, Respondus Monitor will run you through a variety of security and technology checks which must be passed before you can proceed to take the test.

Accessing the Respondus Test Results

1. Exam answers to a test given in the LockDown Browser can only be viewed in the same browser. Attempting to see them in another browser will result in an error.

To learn more about Respondus LockDown Browser

1. Visit the Blackboard Help website: <https://help.blackboard.com/>.
2. Attend a workshop offered by the E-Learning Support Services staff. For information about upcoming opportunities or to request a group training session, contact our office or visit our website: <http://www.american.edu/library/technology/blackboard/>.
3. Contact us for immediate live support at 202-885-3904 or blackboard@american.edu. We are available from 9:00 am until 5:30 pm, Monday through Friday, in Room 321 of AU's Bender Library.