
WHAT IS RESPONDUS LOCKDOWN BROWSER?

LockDown Browser is a locked browser for taking tests in Blackboard. It prevents you from printing, copying, going to another URL, or accessing other applications during a test. If a Blackboard test requires that LockDown Browser be used, you will not be able to take the test with a standard web browser.

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

INSTALLING LOCKDOWN BROWSER

[NOW CHROMEBOOK COMPATIBLE]

LockDown Browser (Windows or Mac) or LockDown Browser Extension (Chromebook) must be installed on any computer being used to take a test. It is institution-specific, if you have used LockDown Browser at another institution, it will not work at the University of Hartford, you must download this one. The following link is for Windows, Mac, and Chromebook.

University of Hartford: <https://download.respondus.com/lockdown/download.php?id=104390715>

Follow the on-screen instructions to install. **Minimum Requirements: Windows 7 or macOS 10.10 with 120MB of storage space**

NOTES: You only need to download and install LockDown Browser once for all University of Hartford Blackboard tests/quizzes.
If you have a Chromebook, make sure to inform your instructor, there is a required setting for Chromebooks.

TAKING A TEST

Make sure you have downloaded and installed LockDown Browser from the link above. You will not be able to proceed until then.

1. Close all programs, unless one is used to connect you to the Internet.
2. Go to Blackboard with LockDown Browser
 - a. For Windows or Mac: Locate the installed “LockDown Browser” on the computer and open it.
 - b. For Chromebook: Open Chrome (with “LockDown Browser Extension” installed) and go to Blackboard.
3. If prompted to close a blocked program (e.g., screen capture, instant messaging), choose **Yes**. Or, you can close LockDown Browser and close the blocked program(s) before restarting.
4. Log into Blackboard.
5. Navigate to the test within the course and select **Begin Exam**.
6. If your test requires the use of a webcam, the Respondus Monitor Startup Sequence will begin before you can take the test. See the next section, “Using a Webcam,” for more information.
7. The test will then start.

NOTES: Once a test has been started with Respondus LockDown Browser, you cannot exit until the **Submit** button is clicked. If your connection drops off, you should be able to go back in after your connection is reestablished and continue the test. The interruption will be flagged for your, and they will probably enquire about the circumstances.

USING WITH A WEBCAM (Respondus Monitor)

You may be required to use LockDown Browser with a webcam, which will record you during an online exam. This feature is also referred to as “Respondus Monitor.” Your computer must have a functioning webcam, microphone, and a broadband connection.

If a test or quiz requires LockDown Browser **and** a webcam, follow steps 1–5 in the previous “Taking A Test” section. At this point, the Startup Sequence for the webcam begins.

- You will first need to review and agree to the Terms of Use.
- The **Webcam Check** will confirm that your webcam and microphone are working correctly.
- The remaining steps of the Startup Sequence will depend on settings chosen by your instructor. Follow the instructions and note your progress along the left side of the screen.
- If you encounter a problem, select the **It’s not working** link for troubleshooting tips.

The test will begin after the Startup Sequence is complete.

OTHER TRAINING AND SUPPORT RESOURCES

Demo Video – web.respondus.com/lockdownbrowser-student-video/

Knowledge Base – support.respondus.com

Campus Support – respondus@hartford.edu and bit.ly/UHART-Respondus

Respondus, LockDown Browser and Respondus Monitor are registered trademarks of Respondus, Inc. All other trademarks are the property of their respective owners. Directions were modified from directions copyrighted © 2018 Respondus.