

Respondus LockDown Browser Invigilator Quick Start Guide for D2L

WHAT IS RESPONDUS LOCKDOWN BROWSER?

Respondus LockDown Browser is a customized browser that increases the security of online testing in Desire2Learn. When students use Respondus LockDown Browser to access an exam, they are unable to print, copy, go to another URL, access other applications, or close an exam until it is submitted for grading. Respondus LockDown Browser works much like a standard browser, such as Internet Explorer or Firefox, but some options have been removed or work differently.

INSTALLING RESPONDUS LOCKDOWN BROWSER

Respondus LockDown Browser must be installed on *each* computer being used to take an exam.

On-Campus Invigilators:

If you are invigilating an exam at a CNA campus, Respondus LockDown Browser has already been installed.

Private Invigilators:

If you are invigilating an exam in a private location, you must ensure Respondus LockDown Browser is installed on the computer before the exam is to be taken.

To install Respondus LockDown Browser:

1. Log in to D2L and locate the Support widget on the left side of the **My Home** page.
2. Click the **"DLS Toolbox"** button.
3. Click the **"LockDown Browser"** icon in the Toolbox listing.
4. Follow the download page instructions to obtain the correct installation program.
5. Start the LockDown Browser installation program by double-clicking the Desktop shortcut.
6. Follow the on-screen instructions to complete the install.

Notes for Macintosh users:

- Be sure that OSX 10.5 or higher is being used (512K RAM minimum).
- During the installation, select **"Yes"** when prompted to run the Java application.

TAKING AN EXAM

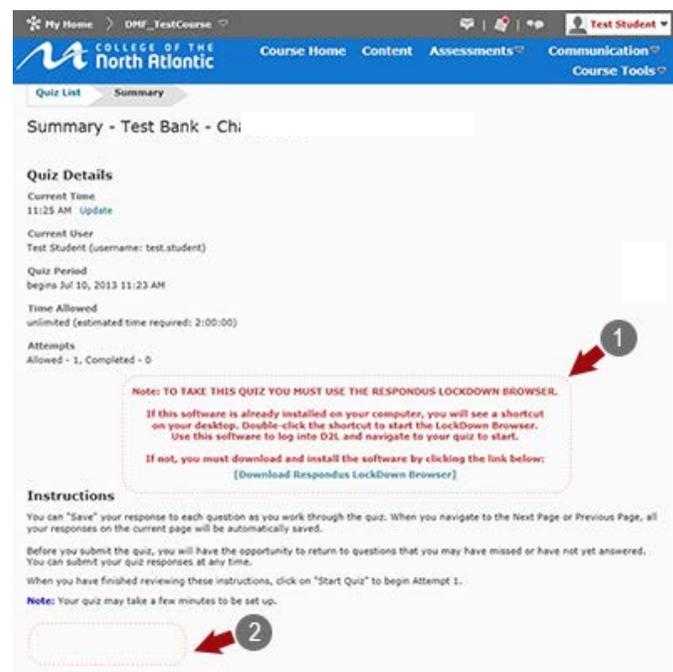
From a student's perspective, this is the process of accessing an assessment item using LockDown Browser:

1. Locate the **"LockDown Browser"** shortcut on the desktop and double-click it. (For Mac users, launch "LockDown Browser" from the Applications folder.)
2. If prompted to close a blocked program (e.g., screen capture, instant messaging), choose **Yes** when prompted.
3. Login to your Desire2Learn course using your student login.
4. Navigate to the quiz and select the **"Start Quiz!"** button.

5. Once a quiz has been started with Respondus LockDown Browser, you will not be able to exit until the quiz has been submitted.

WHAT IF THEY TRY TO USE A STANDARD WEB BROWSER?

If the settings for an exam require that Respondus LockDown Browser be used, it cannot be accessed with a standard web browser. As shown below, a warning message will indicate that Respondus LockDown Browser is required for the exam. The **"Start Quiz!"** button will not be available.



- 1 **Warning Message** - This message indicates that the quiz must be taken with Respondus LockDown Browser and a download button is provided.

- 2 Notice that there is no **"Start Quiz!"** option available in a standard browser.

PROBLEMS?

If you have problems downloading, installing, or taking a quiz with Respondus LockDown Browser, please contact the Distributed Learning Help Desk:

Email: dls-help@cna.nl.ca
Toll Free: 1-877-465-2250 (Option 3)
Local: 466-6961
Live Chat: Click [Live Support](#) on dls.can.nl.ca

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