Using LockDown Browser and Monitor at Home

Overview

This tutorial will explain how to **Use LockDown Browser and Monitor at Home**. LockDown Browser is a secured browser used solely for taking online exams and must be downloaded to the user's computer. Respondus Monitor, which requires a webcam, can be used in conjunction with the browser to video record the exam.

Quick Steps

Video > Download and Install > Practice Test > Exam Guidelines > Online Learning Support

Step 1

Please watch the short video to get a basic understanding of LockDown Browser and the optional webcam feature. You may be required to use LockDown Browser with a webcam, which will record you during an online, non-proctored exam. Your computer must have a functioning webcam and microphone.

Step 2

If you already have LockDown Browser installed on your computer from another institution, such as USC or York Technical College, you will need to uninstall and reinstall the software as it is specific to Winthrop University. If you have an older machine, you may want to review the minimum system requirements before installing the browser.

Once you have installed the browser, you will find it listed alongside the rest of your programs. To take your test, you must use this browser to access Blackboard. Trying to use a different browser, such as Chrome or Firefox, will lock you out of the exam.

NOTE: Respondus LockDown Browser is installed on all campus lab and library computers.

Download LockDown Browser

Step 3

Your instructor may give you a practice test in order that you may identify and resolve any complications prior to taking an actual exam. This will also allow you to become familiar with the browser.

Step 4

When taking an online exam, follow these guidelines:

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- Ensure you're in a location where you won't be interrupted
- Turn off all mobile devices, phones, etc.
- Clear your desk of all external materials — books, papers, other computers, or devices
- Remain at your desk or workstation for the duration of the test
- LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted
- Access the exam from the course content page, NOT from a calendar link

! *Light coming in from a window behind you may cause issues with the video when using Monitor.*

Step 5

Respondus offers a Live Chat in order to help you resolve issues while taking the exam. To access the Live Chat, follow these instructions. You may also contact the Office of Online Learning at blackboard@winthrop.edu or at 803-323-2212 during business hours for assistance.