Respondus is a suite of products designed to help ensure test integrity. Respondus LockDown Browser can be enabled to prevent students from navigating to other websites or opening other applications while completing a test. Respondus Monitor works with Respondus LockDown Browser to ensure secure testing and allows the instructor to view the student’s identification, the area around the student (known as an environmental scan) to ensure no notes/books are present, and the software records a video/audio feed of the student during the test for later review by the instructor.

Please note: You must use Respondus Lockdown Browser in conjunction with Monitor.

Instructions continued on next page
Creating an exam for use with Respondus Lockdown Browser & Monitor

Lockdown Browser

Step 1: Login to your D2L course which contains the quiz you’d like to use Respondus Lockdown Browser for. Navigate to your quizzes tab then select the “LockDown Browser” tab.

Step 2: Select “Continue to Lockdown Browser”. You may also click the “Don’t show this page again” checkbox (on the left-hand side of the screen) to avoid this step in the future.

Instructions continued on next page
Step 3: Click the down-arrow next to the quiz you’d like to use Lockdown Browser, then select “Settings”.

Please Note: Be patient when you click “Settings” in the Respondus Lockdown Browser Dashboard. It may take a few minutes to load/launch.

Instructions continued on next page
Step 4: Select “Require Respondus LockDown Browser for this exam”. You have the option to set a password for the exam and you may then expand the “Advanced Settings” area if you wish to allow/enable any additional functionality.

Please Note: We recommend setting a password for the exam if you are proctoring the exam in class and/or have created a special exam for a small group of students to take.

Optional: If you wish to utilize Respondus Monitor, you may enable that feature here. Please see the “Respondus Monitor” section below for instructions.
Respondus Monitor

Please Note: In order to use Respondus Monitor for a quiz, you must ALSO enable Respondus LockDown Browser.

Step 1: Follow Steps 1 – 3 list above to get to the “Lockdown Browser” dashboard within your D2L course. Next, click “Require Respondus Monitor for this exam”.

Step 2: You may then adjust the settings for Respondus Monitor, and if you wish, you may customize the text that is displayed to students when they launch the program. You can also expand the “Advanced Settings” area for further customization.

Instructions continued on next page
Show ID – Click “Edit Text” to provide information to the students concerning what type of ID they need to show (drivers license, Laker ID, etc).

Environment Check – Click “Edit Text” to provide information to the students about what materials they may or may not have available during the test. The description information provided by Respondus, beginning with “Click ‘Start Recording’” should be left alone.

Additional Instructions – Click “Edit Text” to provide any additional instructions to the students not captured in any of the previous fields.
Please note the following:

Students will only need to install LockDown Browser once. To access an exam that utilizes LockDown Browser, students will navigate to their D2L course using their regular web browser and locate the quiz. If LockDown Browser has already been installed the student can click “Launch LockDown Browser”. Otherwise, they will be prompted to download and install the software.

We recommend creating a practice quiz that requires LockDown Browser in your D2L course and set it unlimited availability/attempts. This will allow students to go through the installation/setup process prior to attempting your graded quiz/assessment.

You may share the Student Quick Start Guide with your class to guide them through the process.

Congratulations! You’ve just successfully configured a quiz to use Respondus.