**LockDown Browser Requirement**  
This course requires the use of LockDown Browser for online exams. Watch this video to get a basic understanding of LockDown Browser:

[**https://www.respondus.com/products/lockdown-browser/student-movie.shtml**](https://www.respondus.com/products/lockdown-browser/student-movie.shtml)

**Download Instructions**

* Select the quiz in the course.
* Under Quiz Requirements you will see "To take this quiz you must use the Respondus LockDown Browser."
* Below this will appear: "You can use the button below if you have not already downloaded LockDown Browser". Click the button to go to the download page and then follow the instructions.
* Use the link to download Respondus LockDown Browser to your computer; follow the installation instructions.
* Return to the Quiz page in Brightspace (it may still be open in another tab) and select the quiz.
* Select "Launch LockDown Browser."
* The quiz will now start.

Note: LockDown Browser only needs to be installed once to a computer or device. It will start automatically from that point forward when a quiz requires it.

**Guidelines**  
When taking an online quiz, follow these guidelines:

* [If testing is to occur at a designated location, such as a testing center, add those instructions here.]
* [If applicable] Select a location where you won't be interrupted
* Before starting the test, know how much time is available for it, and also that you've allotted sufficient time to complete it
* Turn off all mobile devices, phones, etc. and don't have them within reach
* Clear your area 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

**Getting Help**  
Several resources are available if you encounter problems with LockDown Browser:

* The Windows and Mac versions of LockDown Browser have a "Help Center" button located on the toolbar. Use the "System & Network Check" to troubleshoot issues. If an exam requires you to use a webcam, also run the "Webcam Check" from this area
* [As applicable, insert information about your institution's help desk, including details about how to contact them. Some help desks want students to run the "System & Network Check" and the "Webcam Check" before they are contacted - and even, to forward the results of these checks at the time of opening a ticket.]
* Respondus has a Knowledge Base available from support.respondus.com. Select the "Knowledge Base" link and then select "Respondus LockDown Browser" as the product. If your problem is with a webcam, select "Respondus Monitor" as your product
* If you're still unable to resolve a technical issue with LockDown Browser, go to support.respondus.com and select "Submit a Ticket". Provide detailed information about your problem and what steps you took to resolve it