

# Using Respondus LockDown Browser (and a Webcam) for Online Exams (for CUHK Teachers)

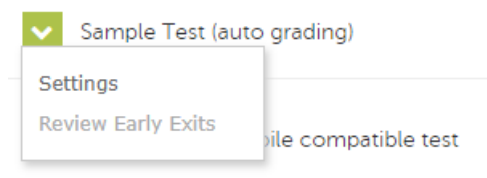
Last Modified on 03/08/2023 12:33 pm HKT

## Overview

Respondus LockDown Browser is a custom browser that can lock down test/exam environment within Blackboard. If a Blackboard Test requires LockDown Browser be used, students cannot take the test/exam with a standard web browser. For more information, please visit: <https://web.respondus.com/he/lockdownbrowser/>

## Preparation and Setup (by Instructor and/or TA/Support Staff)

1. Create and **deploy** a Test in the Blackboard course.
2. From the **Control Panel**, locate **Course Tools** and select **Respondus LockDown Browser**.
3. A list of deployed Tests will be displayed. Select **Settings** from the context menu of the Test.

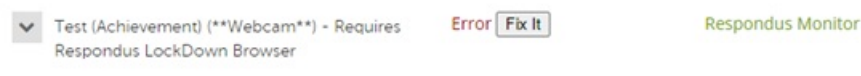


4. Select **Require Respondus LockDown Browser for this exam**. Optionally, you may create a test/exam password.
5. To require all students use a webcam during the exam, select **Require Respondus Monitor (automated proctoring) for this exam**. You can also enable *Record the screen while the student is taking the exam*.
6. **Reminder: To preserve the settings used by LockDown Browser, do NOT modify these settings in Test**

### Options:

1. **Name**
2. **Open Test in a New Window**
3. **Require a password**
4. **Password.**

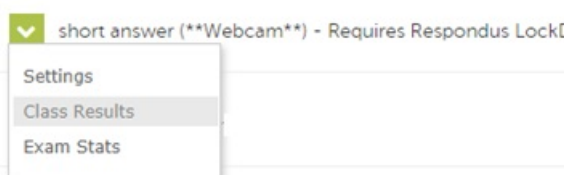
**If these settings have been modified the test/exam status will appear as an "Error."**



## Result checking

To access information and review the recorded videos of the Tests that require Respondus Monitor:

1. From the **Control Panel**, locate **Course Tools** and select **Respondus LockDown Browser**.
2. A list of deployed Tests will be displayed. Select **Class Results** from the context menu of the Test.



Questions: [elarning@cuhk.edu.hk](mailto:elarning@cuhk.edu.hk)

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## Best practices

1. Watch the [recorded webinar](https://youtu.be/RYptDhu49ng) (https://youtu.be/RYptDhu49ng)
2. Watch the [short demo video](https://youtu.be/bF27uqRWiJA) (https://youtu.be/bF27uqRWiJA)
3. Read the [Instructor Quick Start Guide](https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QSG-Bb-Instructor.pdf) (https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QSG-Bb-Instructor.pdf)
4. Read [Understanding Respondus Monitor Proctoring Results](https://web.respondus.com/monitor-review/) (https://web.respondus.com/monitor-review/)
5. Make an announcement (or add the information to the course syllabus): [sample word document](https://web.respondus.com/wp-content/uploads/2019/08/Monitor-Syllabus-Example.docx) (https://web.respondus.com/wp-content/uploads/2019/08/Monitor-Syllabus-Example.docx)
6. Set up a practice test/exam for the students
7. Set up the real test/exam for the students
8. Require students to
  - Read the [Lockdown Browser Info Page for CUHK Students](https://help.edtech.cuhk.edu.hk/docs/using-respondus-lockdown-browser-and-a-webcam-for-online-exams-for-cuhk-students) (https://help.edtech.cuhk.edu.hk/docs/using-respondus-lockdown-browser-and-a-webcam-for-online-exams-for-cuhk-students) and follow the instructions to
    - Install a webcam
    - Install Lockdown Browser
  - Take a practice test/exam which requires the use of the Lockdown Browser and a webcam

## More information

- <https://web.respondus.com/rapid-rollout-instructors/>
- <https://web.respondus.com/he/monitor/resources/>
- <https://web.respondus.com/instructor-proctoring/>

## Contact us

- ITSC Service Desk (<https://servicedesk.itsc.cuhk.edu.hk>)
- [elearning@cuhk.edu.hk](mailto:elearning@cuhk.edu.hk) ()