PROCTORING WITH RESPONDUS LOCK DOWN BROWSER IN ECAMPUS

Presented by the Office for Academic Innovation
By the end of this training, participants will be able to:

Set-up and proctor an exam using Respondus Lockdown Browser
Respondus LockDown Browser is a web browser application that locks down the testing environment within online courses in Blackboard. Students are unable to access other websites and applications on their device, including other browsers and email, while using this tool until they submit their exam.
GETTING STARTED

This tool is integrated into eCampus and can only be used for eCampus exams.
1. Create an Exam using the Test tool in eCampus.
2. After you have built the exam and added questions, add it to desired content area by clicking Assessment and then Test.
3. For more information on how to build a test in eCampus, view the Keep Teaching with eCampus training materials located on KeepTeaching.tamu.edu
1. Under the Control Panel, click on Course Tools to expand the tool options
2. Click on Respondus LockDown Browser
3. Click on the downward facing arrow to the left of the exam that was created and select Settings
1. Click on Require Respondus LockDown Browser for this exam
   - Password Settings (optional)
   - Advanced Settings (optional)
     • Review and modify settings pertaining to the exam
1. Deliver instructions to students on how to download and install Respondus LockDown Browser
   - Note: This application is only available for Windows PCs and MacOS. Any other system will not be able to download this software.
   - For any other system, we recommend to use Zoom proctoring.
2. Students should launch the tool and ensure it works after downloading and installing
ADMINISTER EXAM

1. During the exam window, students will complete the exam using the Respondus LockDown Broswer application to access eCampus.

2. When the exam is submitted, instructors and/or teaching assistants will be able to view the grades for the exam in the Full Grade Center.
1. Under the Control Panel, click on Course Tools to expand the tool options
2. Click Respondus LockDown Browser
3. Click on the downward facing arrow to the left of the exam and click Class Results
• We recommend to conduct a Pre-exam check using Respondus Lockdown Browser, such as a practice exam, at least 24 hours before the exam.

• Address any technical difficulties that may arise from students.

• We recommend faculty and/or TAs to be available for students during the exam window to assist with any issues they may encounter, including internet or technical issues with their device.
RESOURCES

KEEPTEACHING.TAMU.EDU

SUPPORT

• AlHelp@tamu.edu
• 979-458-3417