Using the Required Respondus LockDown Browser and Webcam Monitor for the Final Exam

This course requires the use of the Respondus LockDown Browser and Webcam Monitor for the Module 15 Final Exam. The LockDown Browser will prevent you from accessing websites, using other applications, copying, and printing. The text of any essay prompt(s) will be available both in the question box within Brightspace and in a separate PDF browser tab, but no other windows will be available. You will also be required to show a photo identification, both sides of one blank sheet of scratch paper, if you want to use it during the exam, and your workspace and meet other requirements before starting the exam.

The LockDown Browser includes webcam monitoring. Your computer **must be equipped with a working webcam and microphone** to be able to take the final exam.

A fast, reliable broadband connection is also required. Be aware of other users or devices on your network during your final exam. Other users with mobile devices using Alexa, for example, will slow down your network and may interrupt your exam.

It is important to note the following:
- Chromebooks will NOT work with the LockDown Browser.
- Do not use mobile devices such as phones or iPads to take your final exam.
- If you are on a Mac, make sure to manually disable Siri before starting your exam.

You must install the software on the computer that you will use when you take the final exam. Please install the software now so you have time to solve any issues you may run into. You are responsible for ensuring that you have the necessary software installed **before** you begin your timed exam.

Download the software needed for the LockDown Browser

From the install page, select "**Install Now**" and the software will download. Locate the downloaded installer file (most likely the downloads folder) and run the installer.

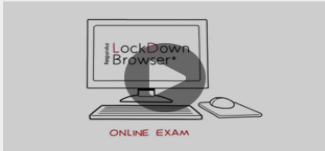Once the software has been installed you will see the **Thank You** screen. **You can now close this window and return to BrightSpace.**

IMPORTANT: Disregard the message "Once installed, locate the LockDown Browser icon on your desktop and start the application." The BrightSpace integration will handle the configurations for the software.

Watch this short video to get a basic understanding of LockDown Browser and the webcam feature that is required for your final exam.

When taking your final exam, follow these guidelines:

- Select a location where you will not be interrupted.
- Ensure you have a reliable internet connection and limit other devices on your network.
- Webcam Monitoring will verify you are the person taking the exam, so be sure to have your photo ID ready to show at the start of your exam.
- Turn off all mobile devices, phones, etc., and do not 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 final exam.
- If you experience a Respondus problem during an exam, which makes it impossible to complete the exam, you must call tech support immediately and get that issue documented with a tech ticket number. You then must email your professor and the Associate Dean's office with details along with that tech ticket number. If an exam reschedule is made available, you must have the tech ticket number and the saved emails with the professor.