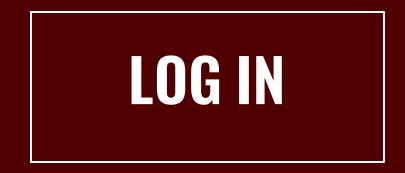
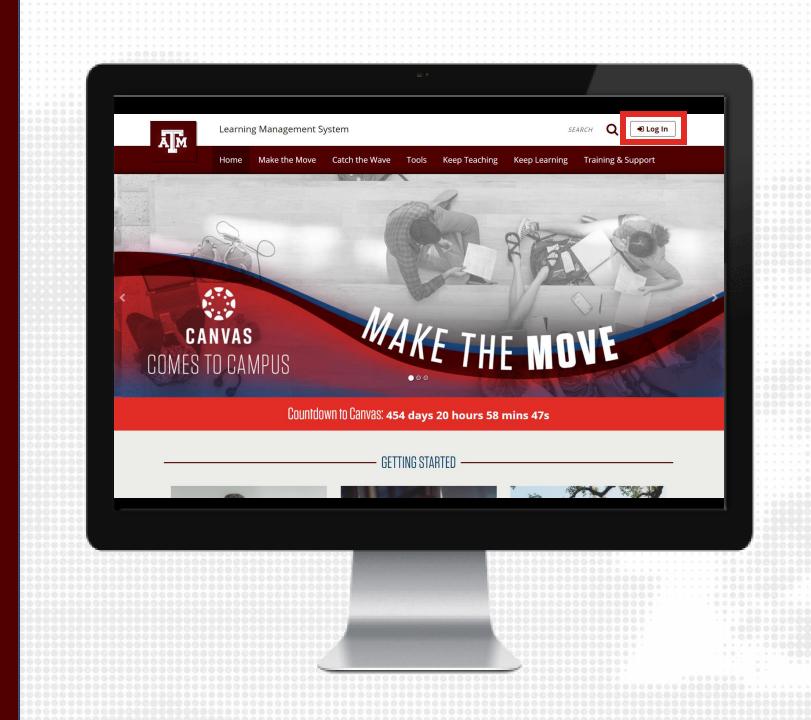


# PROCTORING WITH RESPONDUS LOCKDOWN BROWSER IN CANVAS

Presented by the Office for Academic Innovation

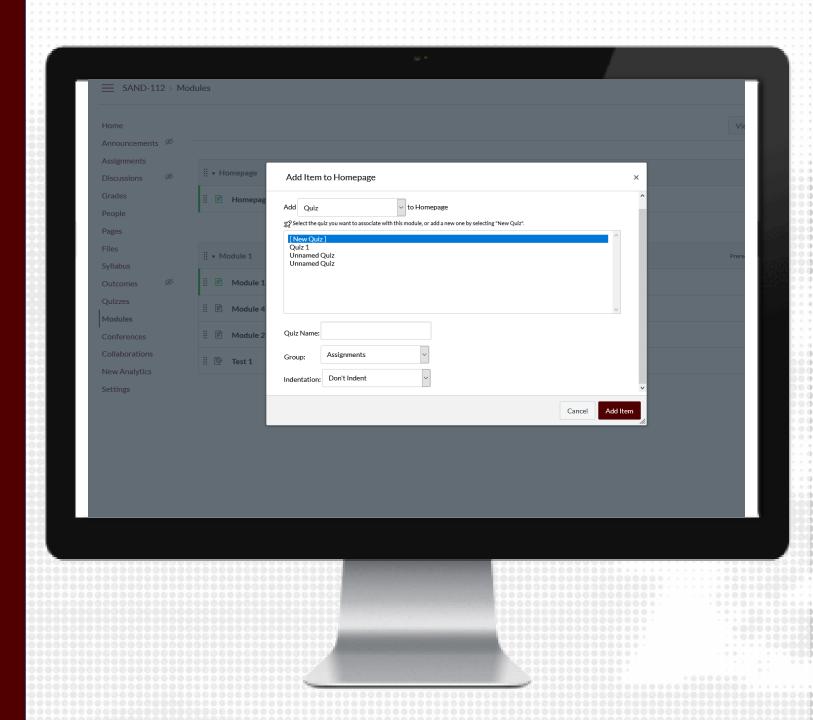


- 1. Navigate to LMS.TAMU.EDU
- 2. On the top right -hand corner, click on Log In
- 3. Login using your TAMU NetID and password



#### **CREATE EXAM**

- 1. From the course navigation, click on Modules
- 2. From within a Module, click the + sign
- 3. Select Quiz in the drop -down menu and click [New Quiz]
- 4. Enter quiz name
- 5. Click Add item



#### ENABLE RESPONDUS

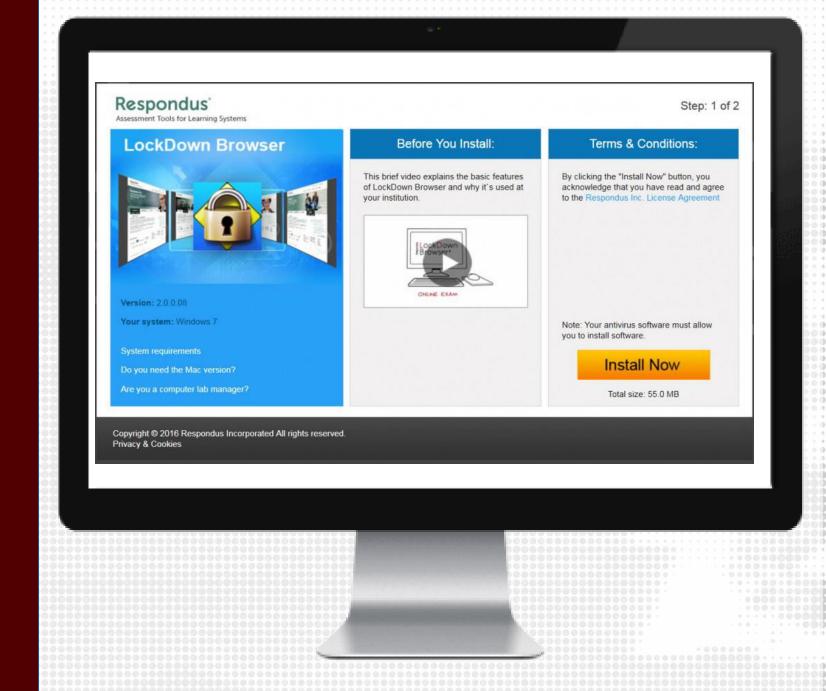
- 1. From the course navigation, click on Respondus Lockdown Browser
- 2. Locate the quiz from those listed and click the arrow to Modify Settings
- 3. Select the radio button to Require LockDown Browser for this exam
- Modify the Advanced Settings as needed.
   Password Settings (optional)
   Advanced Settings (optional)
   Review and modify settings pertaining to the exam
- 5. If Respondus Monitor will also be used, select the radio button and modify settings as needed
- 6. Save and Close the Respondus settings

Note: Respondus works best with Chrome

	New to Respondus Monitor proctoring? See this introductory video and	KADIG KOHOUT GUIGE. AGOITIONAL RESOURCES ARE AVAILABLE FROM THE A	lbout link above.	-
Home	Quizzes 🔺	LockDown Browser	<b>Q</b> Respondus Monitor	
Announcements				
Syllabus	✓ Midterm Exam			×
Modules	LockDown Browser Settings			
Assignments	<ul> <li>Don't require Respondus LockDown Browser for this e</li> </ul>	exam		
Zoom	<ul> <li>Require Respondus LockDown Browser for this exam</li> </ul>			
Grades	<ul> <li>Require LockDown Browser to view feedback and re</li> </ul>	esults		
LockDown Browser				
	Password Settings			
itabiles	Access code for this exam (optional)			
People Ø	Advanced Settings			
Collaborations 🧖	<ul> <li>Lock students into the browser until exam is compared</li> </ul>	pleted [explain]		
Discussions Ø		ng the "LockDown Browser" app from the Apple App Store	e) [ <u>explain]</u>	
Quizzes Ø	Allow access to specific external web domains (exp			
Files Ø	Enable Calculator on the toolbar [explain]			
Pages Ø	Enable Printing from the toolbar [explain]			
Outcomes Ø				
	Monitor Webcam Settings			
Settings	Oon't require Respondus Monitor for this exam			
	$\bigcirc$ Require Respondus Monitor for this exam			
	<ul> <li>Either Respondus Monitor or a proctored lab can be u</li> </ul>	ised to take this exam		
	Save + Close Cancel			
	✓ Quiz: Functions Definitions	Not Required	Not Required	
	Quiz: Functions Definitions	Not Kequired	Not keduirea	

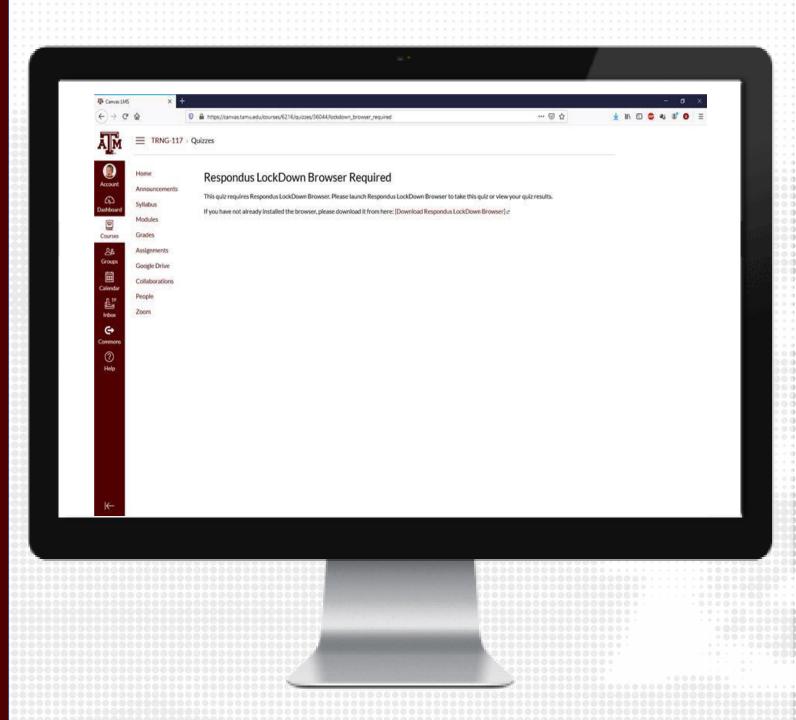
#### STUDENT INSTRUCTIONS

- Deliver instructions to students on how to download and install Respondus LockDown Browser
  - This application is only available for Window PCs and MacOS. Any other system will not be able to download this software.
  - For any other system, we recommend to use Zoom proctoring.
- Students should launch and test the tool at least 24 hours prior to the exam to ensure it works



#### STUDENT RESPONDUS DOWNLOAD

- The students can download Respondus by trying to start the quiz.
- They will then receive instructions on downloading Respondus .
- Then students will get a choice between taking their quiz in eCampus or Canvas.
- Students will have to use Respondus Lockdown Browser to take the test and review the results.



#### **CLASS RESULTS**

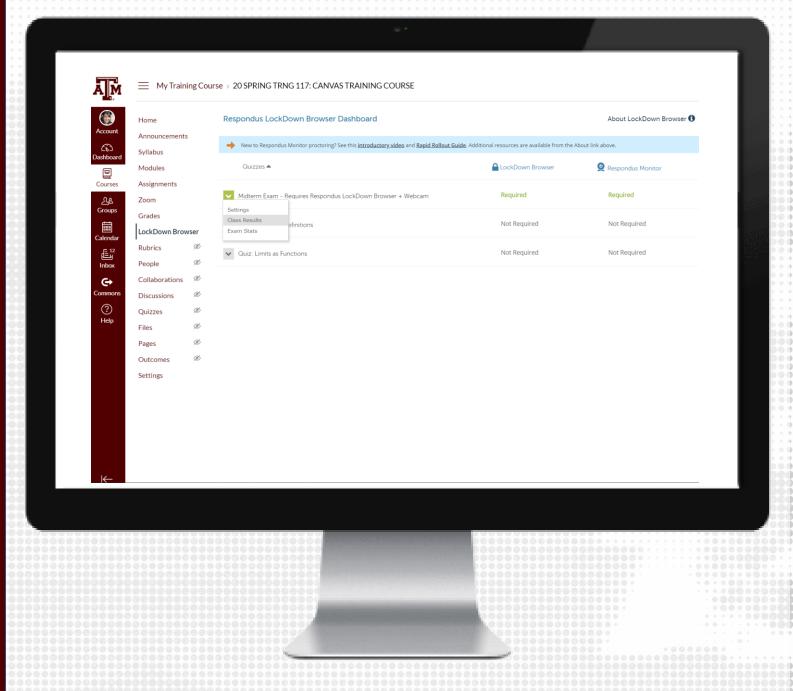
1. From the course navigation, click on Respondus LockDown Browser

2. Click the down arrow next to the quiz you wish to review, and choose Class Results

3.Click + (the plus sign) next to a student's name to see details about that student's session

4. Thumbnails in the student's report point to moments in the video when violations may have occurred

5. Once you have reviewed a student's session, you can click the button in the "Reviewed" column to help you keep track. Note: It is recommended that you check each student's authentication photo against the student ID photos, even those with low review priority, to ensure the correct students took the exam.



#### RESPONDUS BEST PRACTICES

- We recommend to conduct a Pre -exam check using Respondus Lockdown Browser, such as a practice exam, at least 24 hours before the exam.
- Request students to download Respondus Lockdown before testing window open.
- •
- 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.
- It is not recommended to use Zoom and Lockdown Browser in conjunction due potential issues.
- Build in extra time to the exam to allow for technical setups and checks



## RESOURCES

### SUPPORT

support@instructure.com
877-875-9232