

LockDown Browser Settings for Respondus Monitor

1. Select the following options for the LockDown browser settings.

The screenshot shows the 'LockDown Browser Settings' interface for Respondus Monitor. Red boxes highlight the following options:

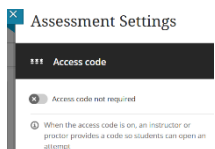
- LockDown Browser Settings:** ☒ Require LockDown Browser for this exam.
- Advanced Settings:** ☒ Require LockDown Browser to view post-exam feedback and results.
- Respondus Monitor:** ☒ Require Respondus Monitor (automated proctoring) for this exam.
- Webcam + Screen:** Selected under the webcam options.
- Startup Sequence:** A list of items to include in the startup sequence, all of which are checked: Webcam Check, Additional Instructions, Guidelines + Tips, Student Photo, Show ID, Environment Check, and Face Detection.
- Face Detection Options:** ☒ Prevent student from starting the exam if face cannot be seen clearly in video.
- Advanced Settings:** ☒ Allow this exam to additionally be delivered in a proctored lab (no webcam or screen recording).
- Exam password (required):** A text field for entering the password.

Annotations with arrows point to the following elements:

- Be sure to choose "Webcam + Screen"**: Points to the 'Webcam + Screen' option.
- Leave these as the default options. If there are any additional approved materials, add them under the "Additional Instructions" section (i.e. calculator, scrap paper, notes, etc).**: Points to the 'Additional Instructions' checkbox in the Startup Sequence.
- Uncheck the second option to "Notify students during the exam if face cannot be seen clearly in video"**: Points to the 'Notify student during the exam if face cannot be seen clearly in video' checkbox.
- Click to expand the "Advanced Settings"**: Points to the 'Advanced Settings' section header.
- Check the box to "Allow this exam to additionally be delivered in a proctored lab" and enter the Testing Center's Standard Start Code. This start code is NOT to be given to the students.**: Points to the 'Allow this exam to additionally be delivered in a proctored lab' checkbox and the 'Exam password' field.

At the bottom, there are 'Save + Close' and 'Cancel' buttons.

2. Click "Save + Close" button at the bottom.



NOTE: The Access Code will automatically be set for tests copied from Original Learn to Ultra when LockDown Browser is required. In the Assessment settings, toggle OFF the Access Code as shown in the image on the left.

Register this test with the Respondus Monitor Proctor Team: <https://cs-cc.net/rmregistration>.

If there are students testing in the Testing Center, submit a makeup exam for these students in RegisterBlast system. Refer to the [Testing Center Guidelines and Best Practices for Faculty](#).

If you have any questions or problems, please email academictest@csc.edu.