NO-STAKES PRACTICE TEST FOR RESPONDUS MONITOR USE

A "no-stakes" (ungraded) practice test to allow students and faculty to get familiarized with using Respondus Lockdown Browser/Monitor for taking Blackboard tests at home should be administered very early in the semester (first week is best) and at least three weeks before you offer a high-stakes test proctored through Respondus Lockdown Browser/Monitor. This provides time to problem-solve technical and other issues students may have.

Remind students of the system requirements and ask them to let you know if they do not meet these. If they do not meet these requirements, we must know ahead of time to help support them with their technical needs.

System Requirements (Students)

- **Windows:** 10, 8, 7

- **Mac:** OS X 10.10 or higher

- **iOS:** 10.0+ (iPad only). Must have a compatible LMS integration. Details.

- Web camera (internal or external) & microphone

- A broadband internet connection

In order to better support you and your students please use the following questions in your practice exam. You are welcome to add any additional questions you deem as necessary. Keep it short, but gather what you can to help us understand any barriers to using Respondus Lockdown Browser/Monitor.

1) What type of computer are you using today to complete this quiz?

    a) Personal computer/laptop with MS Windows
    b) A Mac computer/laptop with IOS operating system
    c) A mobile device such as a phone or tablet
    d) Other

2) Please specify the brand and model number on your computer if known.

3) What type of internet connection are you using today?

    a) Wired connection in my home/office
    b) Wireless connection in my home/office
    c) Public wireless connection
    d) Mobile hot spot on my phone

4) Did you experience any difficulty logging and taking this quiz today?
- a) Yes
- b) No

5) How would you describe the testing environment available to you currently?
- a) It is not ideal but should be able to work
- b) I am worried about the quality of my testing environment
- c) My testing environment is good
- d) Other
- (Please feel free to list anything that you want us to be aware of such as household noise, children at home, slow internet, etc.)

6) Please explain any difficulty you had taking this quiz today or any problems you feel you may encounter taking a test through this system in the future.

7) Ask the students to do things that might flag the system like try to search the internet, spend a minute looking away from the screen, open a text book, walk out of the room, play music, etc. This will provide good information for you.

8) Add perhaps 2 content specific questions for your academic discipline area
(We recommend questions similar to what a student will find on one of your more high-stakes tests)

After the practice test, using the Respondus Monitor Dashboard, take a look at videos where flags were found so that you can know the types of things that might be flagged. (The video takes from 24-48 hours to post).

Once you have identified any issues, refer to the **Faculty Process for Student Success and Respondus Monitor Proctoring.**

From the practice test, and knowledge of your students, think through the following questions in order to decide whether to proceed with using Respondus Monitor. Share your answers with Suzanne Patzer for problem-solving.

- How many students do you have with accommodations for disabilities and were they able to complete the practice test exercise? Make sure and touch base with disability services to make sure you are able to accommodate their needs with this software. If not, DS may need to proctor the test virtually from their department.
- Did any of these students have difficulty downloading/logging into Respondus Monitor? What types of issues did they report?
- How many of your students reported not being able to download or log into Respondus Monitor at all?

- Do you know what prevented these students from logging in to the Respondus Monitor? Please specify.
- How many students did Respondus Monitor flag during the no stakes quiz?   After review of the video of some of them, did the flags seem reasonable or appropriate for your needs?
- How many students did not complete the no stakes quiz to test the software?
- How many of your students got kicked off during the no stakes quiz?
- Do you feel overall the product is meeting your needs? Please explain why or why not.
- What advice do you have for others thinking of conducting the practice test and using the product?