Computer-Based Testing

Enabling Respondus LockDown Browser for Use in a Bb Learn Course

Respondus LockDown Browser, a secure testing environment application, can be used as an integrated tool within a Bb Learn 9 course. It is a Building Block within the learning management system, but must be enabled for use on a course-by-course basis. Once the Respondus LockDown Browser tool has been added to the course, it can be applied to existing tests which have already been deployed within course content areas (for example, “Required Tests and Assignments”) as a required, stand-alone secure browser.

Enable the LockDown Browser Tool in the Course:
1. Log in to the course with a Course Administrator or Faculty Designer role and expand the Control Panel.
2. Expand the Customization menu and click Tool Availability.
3. Click the Available checkbox in the Respondus LockDown Browser row.
4. Click Submit to enable the Respondus LockDown Browser Building Block for the course.

Prepare a Test for Use with LockDown Browser:
1. Make sure the test has been deployed in the Blackboard course in a content area.
2. From the Control Panel in Blackboard, expand the Course Tools section and select the link for Respondus LockDown Browser.

A list of deployed tests will be displayed in the Respondus LockDown Browser Dashboard.
- Tests labeled with “Required” require students to use LockDown Browser
- Tests labeled with “Not Required” don’t require LockDown Browser.
3. To change the settings for the test, click the Action Link to the left of the test title to Modify Test Settings, and then select the radio button next to the option Require Respondus LockDown Browser for this exam.

4. Click Save and Close.

The test now indicates in green that LockDown Browser is Required.

**Note:** It is optional to enter a test password that students must enter to start the test. If a test password is specified, LockDown Browser will prompt students to enter the instructor-provided password before proceeding with the test.

**Important Information about the Respondus LockDown Browser Building Block:**

- The Respondus LockDown Browser Building Block publishes a special system password to the “password” field for the Blackboard test which is visible in the Test Options area. Do not edit this special password, which is automatically populated by LockDown Browser, or it will not function.

- If the instructor requires students to enter a test password before a test is started in Blackboard, the password must be entered during the “Preparing a Test for Use with LockDown Browser” step described above.

- **Do not change the name of the test** once it has been set up for use with LockDown Browser.

- **Do not change the “open in new window” option for the test** once it has been set up for use with LockDown Browser.

- If any of these settings have been modified, the test status will appear as an “Error” in the Respondus LockDown Browser Dashboard.

**Tip:** Be sure to provide students with the UMMS Respondus LockDown Browser download link: http://www.respondus.com/lockdown/information.pl?ID=948736164