

## STUDENT QUICK START GUIDE

### What is Respondus LockDown Browser?

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LockDown Browser is a locked browser for use with tests in your online courses. It prevents you from printing, copying, going to another URL, or accessing other applications during a test. If a test requires that LockDown Browser be used, you will not be able to take the test with a standard web browser.

LockDown Browser should only be used for taking tests; it should not be used in other areas of the online course.

### Beginning a Test

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1. Close all programs, unless one is used to connect you to the Internet.
2. Log into your course with a regular browser, select the course and navigate to the test.
3. If LockDown Browser has not previously been installed, you will be prompted to download and install the browser.
4. Return to the test and open it to launch LockDown Browser.
5. If prompted to close a blocked program (e.g. screen capture, instant messaging), choose **Yes**.

**Note:** Once a test has been started with Respondus LockDown Browser, you cannot exit until the test has been submitted for grading.

### Using with a Recording (Respondus Monitor)

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You may be required to use LockDown Browser with a webcam, which will record you during an online, non-proctored test. (The webcam feature is sometimes referred to as "Respondus Monitor.") Or you may be required to have your screen recorded during the test that requires LockDown Browser.

If a test requires LockDown Browser **and** a webcam, follow the steps in the previous section. At this point, the Startup Sequence for the webcam begins.

- Your device must have a functioning webcam and microphone. A broadband connection is also required.
- You will first need to review and agree to the Terms of Use.
- The **Webcam Check** will confirm that your webcam and microphone are working properly.

- The remaining steps of the Startup Sequence will depend on settings chosen by your instructor. Follow the instructions and note your progress along the left side of the screen.
- If you encounter a problem, select the **It's not working** link for troubleshooting tips and access to 24/7 Live Chat Help.

The test will begin after the Startup Sequence is complete.

### Problems?

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If you have problems downloading, installing, or taking a test with Respondus LockDown Browser, contact your instructor or your institution's help desk. These Student Resources may also be useful.

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