



Respondus Monitor

Respondus Monitor is a webcam feature for LockDown Browser that records students during online, non-proctored exams. When this feature is enabled for a quiz, students are required to use a webcam and microphone with LockDown Browser. After the exam is complete, an instructor can review details of the assessment, even the recorded videos.

To use the Monitor set the exam so it requires the use of LockDown Browser. Here are directions for the [Respondus Lockdown Browser](#)

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Tutorial Videos

- [Orientation to LockDown Browser and Respondus Monitor for Brightspace \(D2L\)](#)

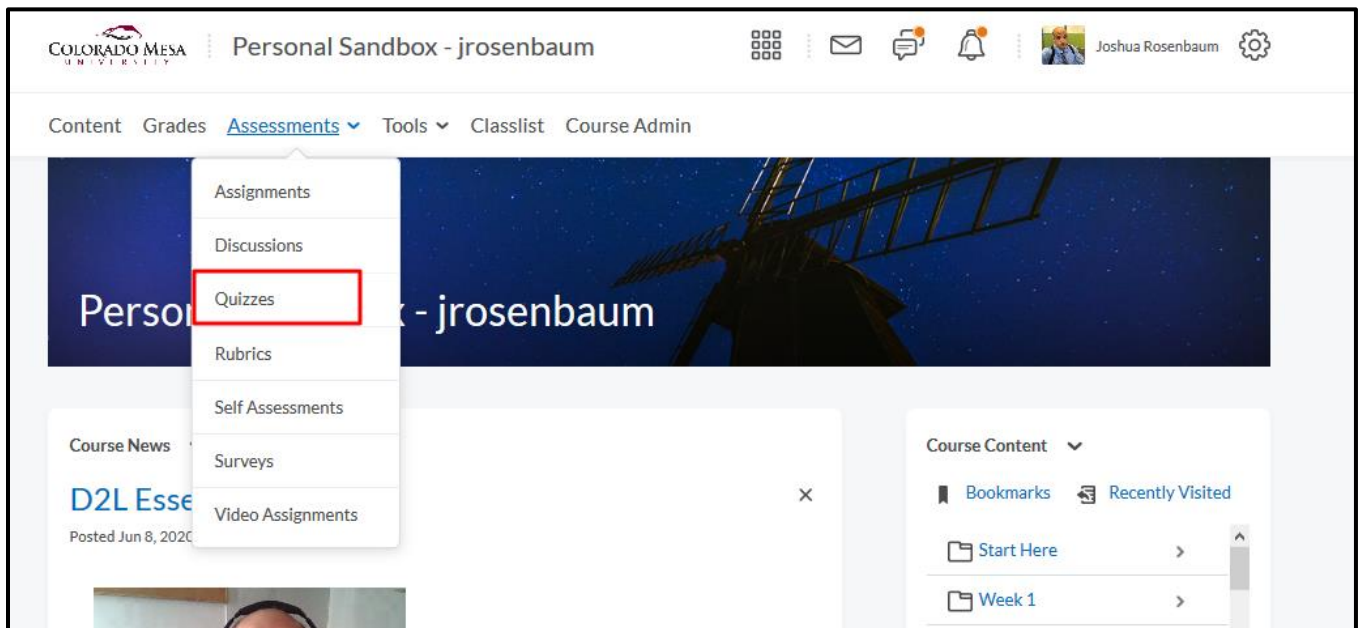
- [Protecting the Integrity of Online Exams](#)
- [Preparing an Exam for Use with Respondus Monitor and LockDown Browser](#)

Additional Resources

- [Instructor Quick start Guide](#)

Enabling Respondus Monitor for a Quiz

1. Navigate to the D2L Quiz Tool.



2. Choose the Lockdown Browser Dashboard

Personal Sandbox - jrosenbaum

Content Grades Assessments Tools Classlist Course Admin

Manage Quizzes Question Library Statistics **LockDown Browser** Help

New Quiz Edit Categories More Actions

View: By Availability Apply

Bulk Edit

<input type="checkbox"/>	Current Quizzes	Published
<input type="checkbox"/>	Chapter 1 Quiz	1/1
<input type="checkbox"/>	test5	-
<input type="checkbox"/>	1	-

3. Select the quiz you want to equip with Lockdown Browser

Respondus LockDown Browser Dashboard

New to Respondus Monitor proctoring? See this [introductory video](#) and [Rapid Rollout Guide](#). Additional resources are available from the A

Quizzes

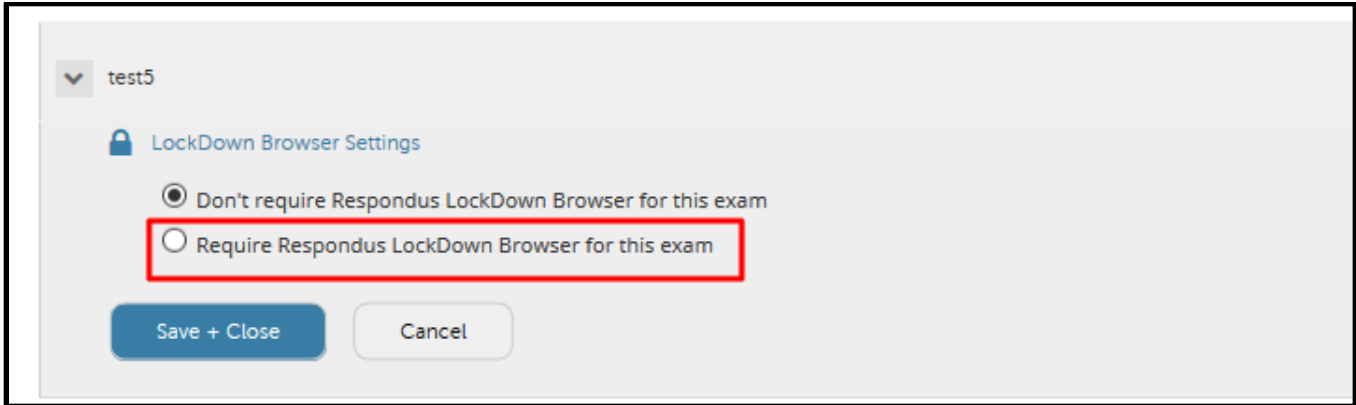
1

Chapter 1 Quiz

test5

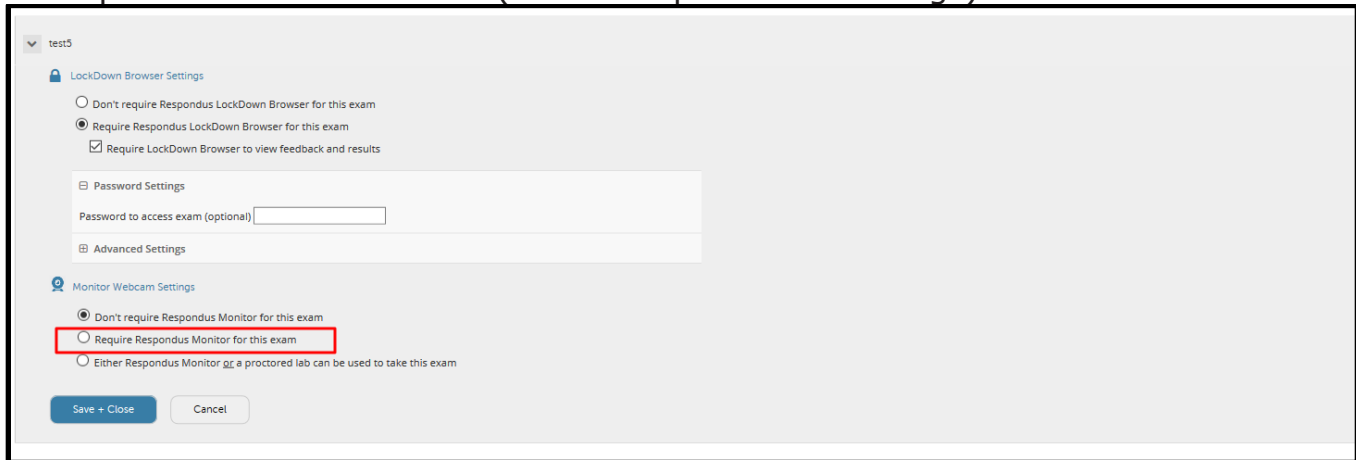
- Settings
- Review Early Exits

4. Select the "Require Respondus Lockdown Browser for this exam" option



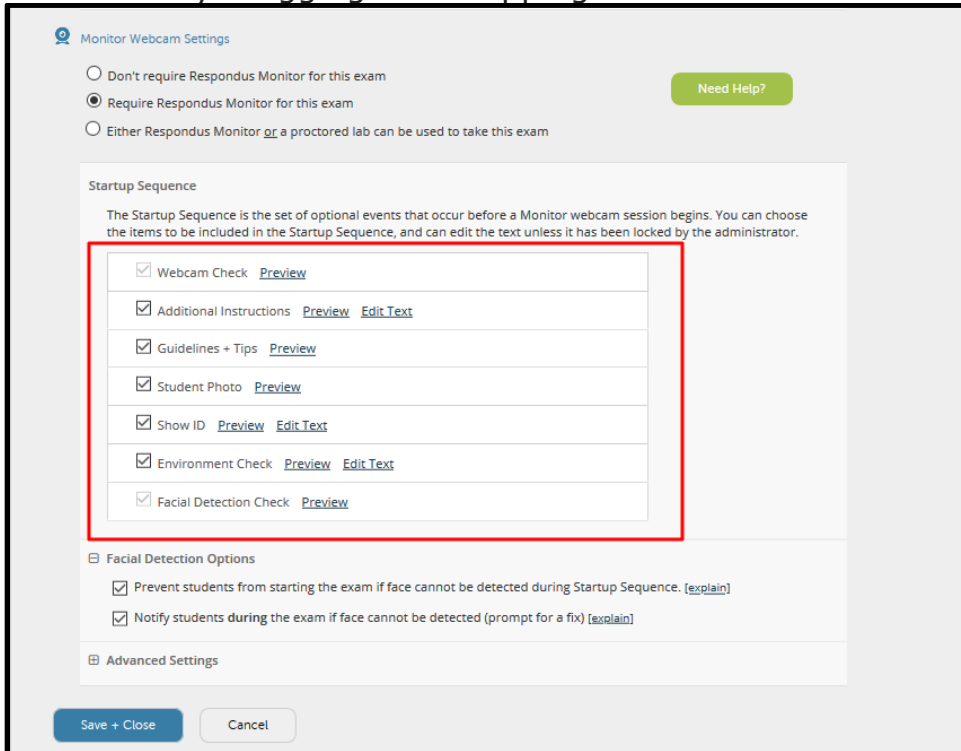
The screenshot shows the 'LockDown Browser Settings' for a test named 'test5'. There are two radio button options: 'Don't require Respondus LockDown Browser for this exam' (which is selected) and 'Require Respondus LockDown Browser for this exam' (which is highlighted with a red box). Below the options are 'Save + Close' and 'Cancel' buttons.

5. To require all students use a webcam during the exam, select **Require Respondus Monitor for this exam**. To give students the option to either take the exam with a webcam or in a proctored testing lab, select **Either Respondus Monitor or a proctored lab can be used to take this exam**. A test password will then be required to access the test (for use in proctored settings).



The screenshot shows the 'Monitor Webcam Settings' for a test named 'test5'. There are three radio button options: 'Don't require Respondus Monitor for this exam' (selected), 'Require Respondus Monitor for this exam' (highlighted with a red box), and 'Either Respondus Monitor or a proctored lab can be used to take this exam'. Above these options are sections for 'Password Settings' (with a text input field) and 'Advanced Settings'. Below the options are 'Save + Close' and 'Cancel' buttons.

6. Several options are then available for Respondus Monitor. Now select the items to be included in the Startup Sequence, which includes the steps a student must complete prior to the start of an exam. Most settings are optional and can be reordered by dragging and dropping them.



Information to add to your syllabus

The sample text below can be used in your course or syllabus. It explains that students must use LockDown Browser for their online tests.

USING LOCKDOWN BROWSER FOR ONLINE EXAMS

This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this short video to get a basic understanding of LockDown Browser and the webcam feature. A student Quick Start Guide (PDF) is also available.

This is a link to the [Student Quick Start Guide](#) for Respondus LockDown Browser and Respondus Monitor

Then download and install LockDown Browser from this link: [Download Respondus Lockdown Browser & Monitor](#)

To ensure LockDown Browser and the webcam are set up properly, do the following:

- Start LockDown Browser, log into [D2L](#), and select this course.
- Locate and select the Help Center button on the LockDown Browser toolbar.
- Run the Webcam Check and, if necessary, resolve any issues.
- Run the System & Network Check. If a problem is indicated, see if a solution is provided in the Knowledge Base. Troubleshooting information can also be emailed to our institution's help desk.
- Exit the Help Center and locate the practice quiz named [NOTE TO INSTRUCTOR: CREATE A BRIEF PRACTICE QUIZ AND INSERT NAME OF QUIZ HERE; IF NECESSARY, INCLUDE LOCATION OF QUIZ].
- Upon completing and submitting the practice quiz, exit LockDown Browser.

When taking an online exam that requires LockDown Browser and a webcam, remember the following guidelines:

- Ensure you're in a location where you won't be interrupted
- Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach
- Clear your desk of all external materials not permitted — books, papers, other devices
- Before starting the test, know how much time is available for it, and that you've allotted sufficient time to complete it
- Remain at your computer for the duration of the test
- If the computer or networking environment is different than what was used previously with the Webcam Check and System & Network Check in LockDown Browser, run the checks again prior to starting the test
- To produce a good webcam video, do the following:
 - Avoid wearing baseball caps or hats with brims
 - Ensure your computer or tablet is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or other surface where the device (or you) are likely to move
 - If using a built-in webcam, avoid tilting the screen after the webcam setup is complete
 - Take the exam in a well-lit room and avoid backlighting, such as sitting with your back to a window

Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted.

REVIEWING WEBCAM VIDEOS

If students were required to use the webcam feature (Respondus Monitor) with the quiz, instructors can access information about the quiz sessions and can review the recorded videos. Note that Respondus Monitor is intended to be a deterrent, so it's up to the instructor to determine the level of review warranted.

To review student videos:

1. Return to the LockDown Browser Dashboard in the Brightspace course.
2. From the context menu to the left of the quiz title, select ClassResults.
3. A roster of the students in the course is shown, along with the review priority, and the date, time, and duration of each quiz.
4. Click [+] to expand the section for a student.
5. Details of the startup sequence and the exam session are shown in thumbnails. Click a thumbnail to view the video from the time indicated.

Videos can be marked as reviewed or have comments added by the instructor