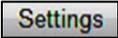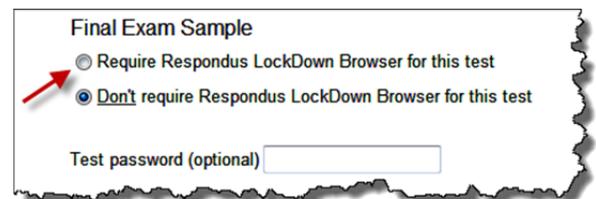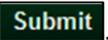## *Turning on Respondus LockDown Browser*

1. Login to the Bb Learn system and go to your course.

2. From the **Course Homepage**, locate the **Course Management Control Panel** under the left hand menu and click on **Course Tools** to open the drop down menu. Click on **Respondus LockDown Browser**.

3. This will take you to the **Respondus LockDown Browser** page. Click the "**Settings**" [Settings] button corresponding to the Assessment to turn on the Respondus LockDown Browser. *Please take note of the warning that is displayed.* Setting LockDown Browser should be the last option when configuring your assessment. If you make changes to the test options after setting LockDown Browser, it will cause issues with the assessment.

4. In the Assessment Information section (section 1) on the Respondus LockDown Browser page, choose the "**Require Respondus LockDown Browser for this test**" option.

Final Exam Sample
- Require Respondus LockDown Browser for this test
- Don't require Respondus LockDown Browser for this test

Test password (optional) [   ]

5. You will have the option to assign a test password which will allow students access to the test. *Please note:* To avoid conflicts, do not set a password in the "**Test Options**" if you plan on using LockDown Browser and a proctor password. Use the option in the LockDown Browser settings. There is also a LockDown Browser Exit Password option (section 2) to allow students to close the browser during the test.

6. Click **Submit** [Submit].

7. The Assessment title will now show that the **Respondus LockDown Browser** is required.

Final Exam Sample - Requires Respondus LockDown Browser