## Respondus LockDown Browser Student Quick-Start Guide

The Respondus LockDown Browser is a secure browser for accessing, completing, and reviewing completed tests, quizzes, exams and other assessments in NS Online. It prevents printing, copying, navigating to another URL, or accessing other applications during an assessment. You will not be able to complete an assessment with a standard Web browser if an NS Online assessment requires using the Respondus LockDown Browser. Respondus LockDown Browser should be used only for completing NS Online assessments (tests & exams). It should not be used in other areas of NS Online.

If Respondus LockDown Browser is installed, go to the last section of this page for instructions to access an assessment.

## To download and install Respondus LockDown Browser: Windows computers:

- If you have not done so already, be certain that you are using a browser which is compatible with NS Online such as a recent version of Internet Explorer or Firefox. Navigate to the NS Online login page and select the "click here to ensure your browser is compatible" link.
- Log in to NS Online and select the appropriate course. Navigate to and begin the assessment which you wish to complete. You will be prompted to download Respondus LockDown Browser.
- Follow the instructions to obtain and install the correct installation program.
- You must have installation privileges for the computer which you are using in order to install the browser. Start the LockDown Browser installation program and follow the onscreen instructions to complete the installation.

## **Macintosh computers:**

- If you have not done so already, be certain that you are using a browser which is compatible with NS Online such as a recent version of Internet Explorer or Firefox. Navigate to the NS Online login page and select the "click here to ensure your browser is compatible" link.
- Be sure that OSX 10.3.9 or higher is being used (512K RAM minimum).
- Log in to NS Online and select the appropriate course. Navigate to and begin the assessment which you wish to complete. You will be prompted to download Respondus LockDown Browser.
- <u>You must have installation privileges</u> for the computer which you are using in order to install the browser. During the installation, select "Yes" when prompted to run the Java application.
- Follow the onscreen instructions to complete the installation.

## Access an assessment after installing Respondus Lockdown Browser:

- 1. Close all programs, unless one is used to connect to the Internet.
- 2. Double-click the "LockDown Browser" shortcut on your desktop (for Macintosh users, launch "LockDown Browser" from the Applications folder).
- 3. Choose "Yes" if prompted to close a blocked program (e.g. screen capture, instant messaging).
- 4. Log in to your NS Online course.
- 5. Navigate to the assessment and select the Start Quiz! link. If the Start Quiz! link does not appear, it means that you are not running the Respondus LockDown Browser.
- 6. Once an assessment has been started with Respondus LockDown Browser, you cannot exit until the Submit Quiz button is clicked.

If you have problems downloading, installing, or completing an assessment with Respondus LockDown Browser, contact the <u>Computer Help Desk</u> @ 615.353.3678.