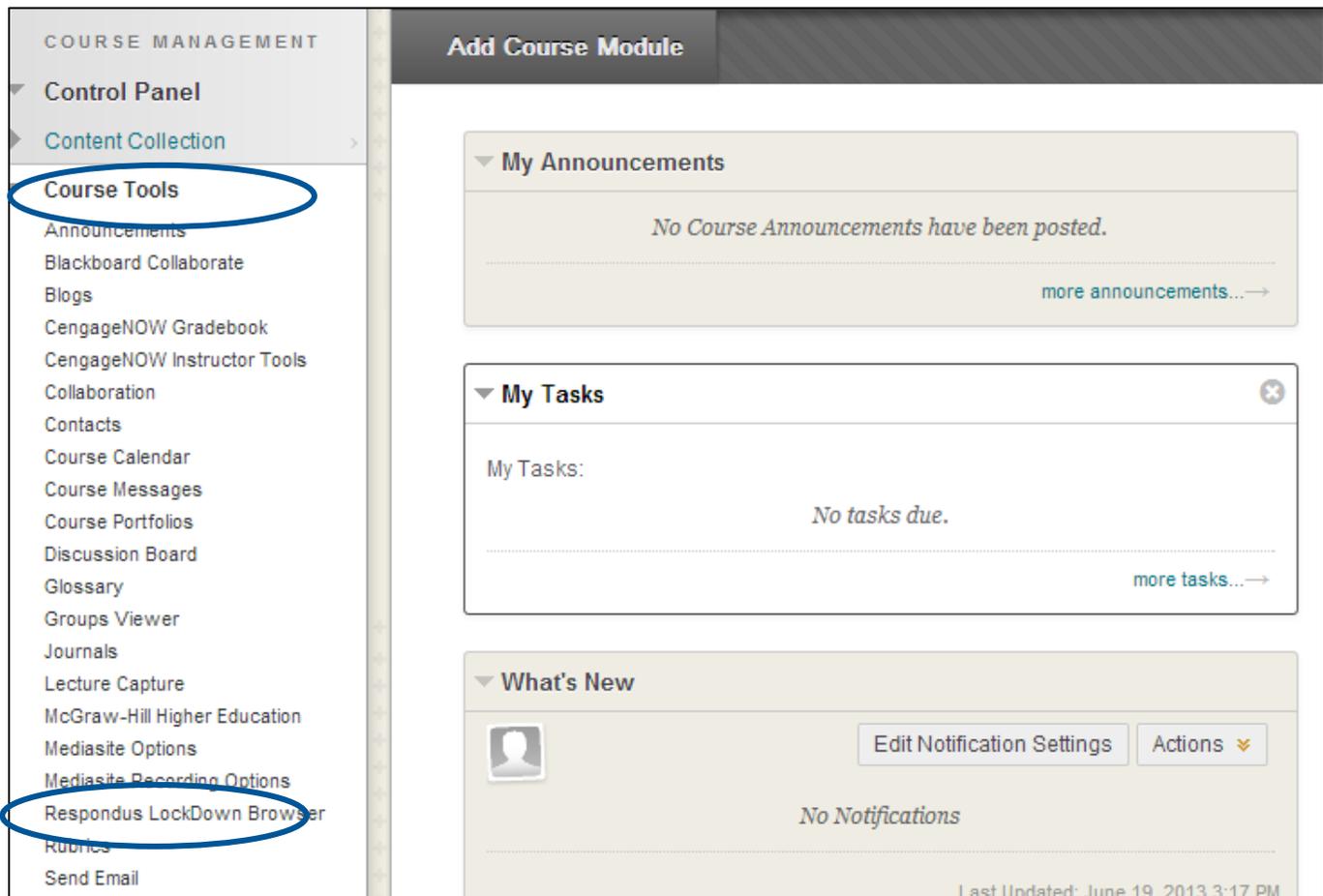


Setting Up Respondus Monitor

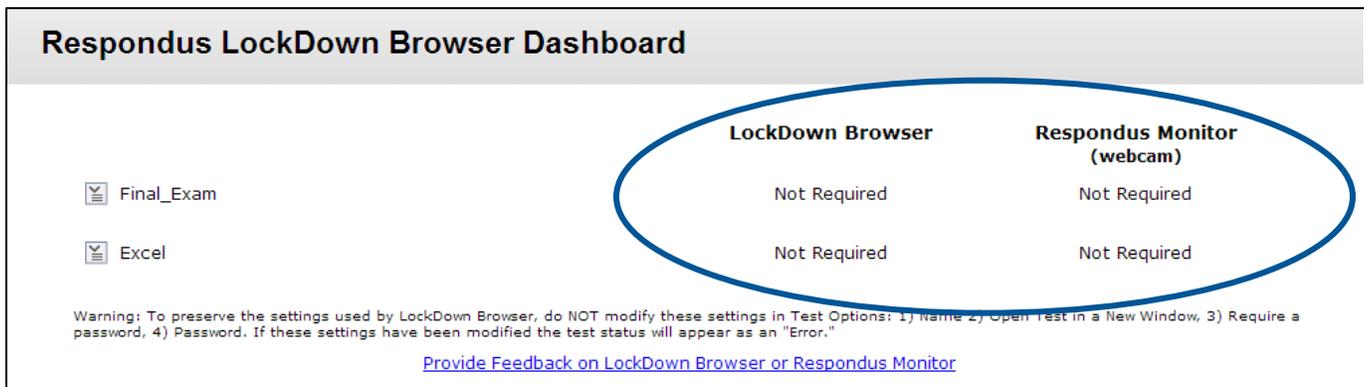
Respondus Monitor is a component of LockDown Browser that requires students to use a web camera while taking online exams. With Lockdown Browser, students cannot navigate to other sites, instant message, take screen captures, or send and receive emails. With Monitor, a student's identity can be verified and their activity is video recorded during the exam. In short, Monitor can help fill the role of a proctor, deter cheating, and protect the integrity of online tests.

1. Make sure the test has been [deployed](#) in the Blackboard course.
2. From the **Control Panel** in Blackboard Learn, locate the **Course Tools** section and select the link **Respondus LockDown Browser**.

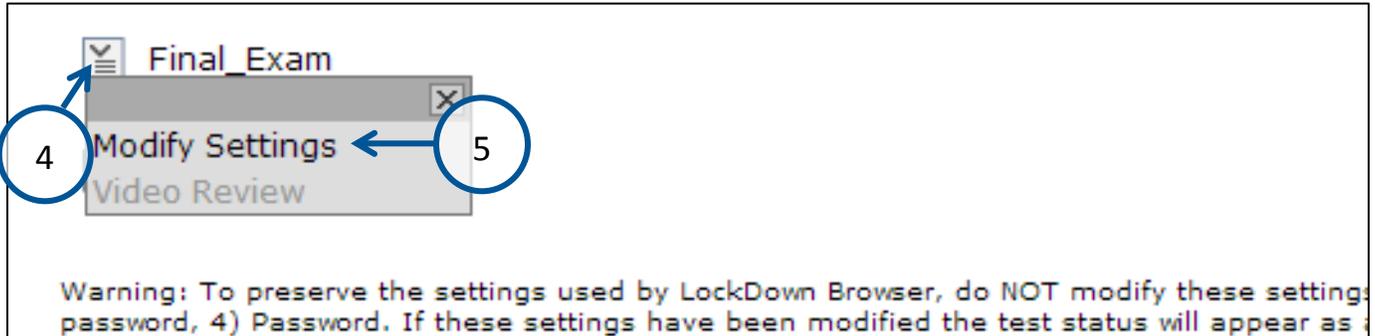


3. A list of deployed tests will be displayed in the **Respondus LockDown Browser Dashboard**.

- Tests labeled with **"Required"** require students to use LockDown Browser and/or Monitor.
- Tests labeled with **"Not Required"** don't require LockDown Browser and/or Monitor.



4. To change the setting for a test, click the **ActionLink** to the left of the title of the test.
5. Choose **Modify Settings**.



6. Choose **Require Respondus LockDown Browser for this exam**.

- Optionally you may choose passwords for the test.

7. Choose **Require Respondus Monitor for this exam**.

8. Check the boxes for any events you would like photographed or videoed during the Startup Sequence. These options help establish the identity of the student as the rightful test taker prior to the exam starting and include:

- **Student Photo**
- **Show ID**
- **Environment Check**
- **Additional Instructions**

9. Click the **Save and Close** button.

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam
 Require Respondus LockDown Browser for this exam ← 6

Password Settings

Password to access exam (optional)

Password to close browser and exit exam early (optional)

[+] **Advanced Settings**

Monitor Webcam Settings

Don't require Respondus Monitor for this exam
 Require Respondus Monitor for this exam ← 7
 Either Respondus Monitor or a proctored lab can be used to take this exam

Startup Sequence

The Startup Sequence is the set of optional events that occur before a Monitor webcam session begins. You can choose the items to be included in the Startup Sequence, and can edit the text unless it has been locked by the administrator. Except for the Webcam Check which is always first, the order that items are shown in the startup sequence can be changed by dragging and dropping the items.

<input checked="" type="checkbox"/>	Webcam Check	Preview
↑ ↓	<input checked="" type="checkbox"/>	Student Photo Preview
↑ ↓	<input checked="" type="checkbox"/>	Show ID Preview Edit Text
↑ ↓	<input checked="" type="checkbox"/>	Environment Check Preview Edit Text
↑ ↓	<input checked="" type="checkbox"/>	Additional Instructions Preview Edit Text

[+] **Advanced Settings**

Cancel Save and Close

8 ←

9 ↓

10. Tests that require Lockdown Browser and/or Monitor will now reflect this in the Dashboard.

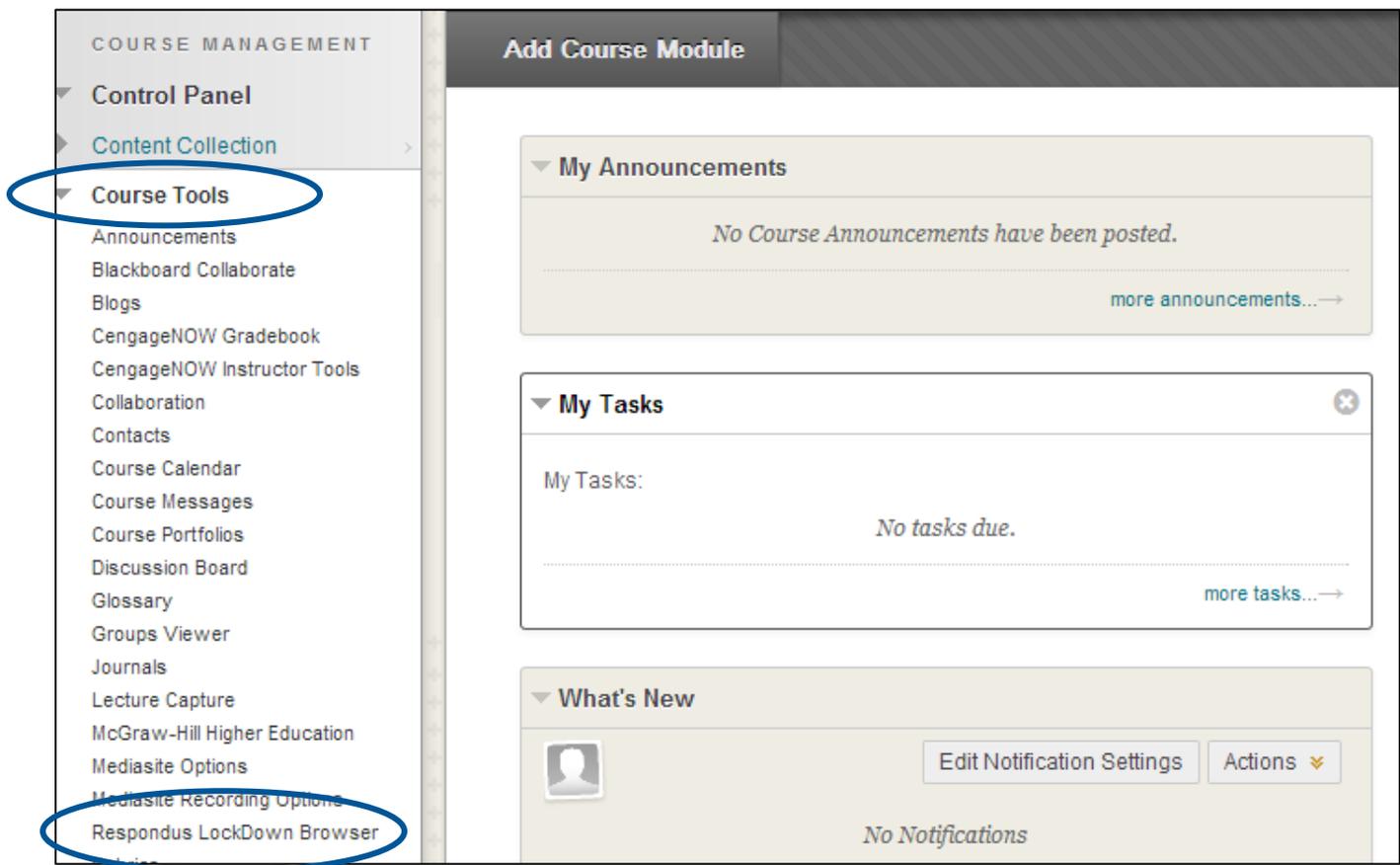
Respondus LockDown Browser Dashboard

<input checked="" type="checkbox"/> Final_Exam (**Webcam**) - Requires Respondus LockDown Browser	LockDown Browser Required	Respondus Monitor (webcam) Required
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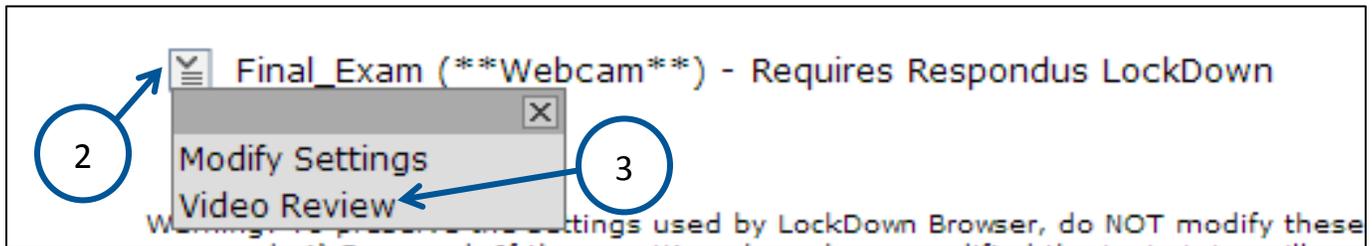
Reviewing Respondus Monitor Test Results

When students use Respondus Monitor to take an online exam, their activity is recorded by a webcam. Snapshots are taken intermittently giving you an overview of their activity during the test. You may review videos in their entirety, or choose to watch shorter segments based on thumbnails in a timeline.

1. From the **Control Panel** in Blackboard Learn, locate the **Course Tools** section and select the link **Respondus LockDown Browser**.



2. Click the **ActionLink** to the left of the title of the test.
3. Click **Video Review**.



4. A list of students' names and test information will appear in the Respondus Monitor Dashboard.
5. If the student does not have an attempt to review, the **Notes/Warnings** column will say **Exam not yet submitted**.
6. If the student has an attempt to review, click the [+] link to the left of their name.

LockDown Browser Respondus Monitor (webcam)
Required Required

Final_Exam (**Webcam**) - Requires Respondus LockDown Browser

First ▲	Last	Date	Duration	Webcam or Lab	Grade	Reviewed	Flag	Notes/Warnings
[+]	Demo	User						Exam not yet submitted
[+]	Fake	Student	16 Dec 2013 @ 10:44AM	2.0 minutes	Webcam	15.00	No	-
	Fake	Instructor						Exam not yet submitted

Fake Student

Image not available

Photo on File

Student Photo

Student ID

Environment Video

Reviewed & Next ▶

Next Student ▶

00:00 / 02:15

Reviewed Flagged

Notes/Warnings [none] Edit

Fake	Instructor							Exam not yet submitted
LoShone	Harvey							Exam not yet submitted
William	Robinson							Exam not yet submitted

The screenshot shows a video review interface. At the top, there is a table with columns 'Reviewed', 'Flag', and 'Notes/Warnings'. The 'Notes/Warnings' column contains the text 'Exam not yet submitted' repeated three times. Below the table, there are two 'Yes' buttons, one of which is highlighted in red. A video player is in the center, showing a man in a grey sweater. Below the video player, there are checkboxes for 'Reviewed' and 'Flagged', both of which are checked. To the right of these checkboxes is a 'Notes/Warnings [none] Edit' link, with a circled '11' pointing to it. At the bottom right, there is a 'Close Video Review' button, with a circled '12' pointing to it. A blue line with arrows connects the 'Yes' buttons to the video player, and the video player to the 'Reviewed' and 'Flagged' checkboxes.

12. Click the **Close Video Review** button to move on to the next student.

For additional support, visit <http://uhd.edu/bbhelpform>