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# Best Practices for Using LockDown Browser + Monitor

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# Respondus has two tools in one:

## LockDown Browser

- A browser that locks the student in so that they can't navigate away
- Students must download the browser

## Monitor

- Uses their webcam and microphone to record them
- Students perform a series of pre-exam checks as well as exam
- Recording for instructor to view after

# When Should You Use LDB + Monitor?

High-stakes  
exams

Primarily  
multiple-choice  
and true/false

Preparing them  
for certification

Required by your  
department or  
program

Following high  
incidences of  
cheating prior

# A Note of Caution...

The Monitor part of the software is known to unfairly target

- People with disabilities
- BIPOC students
- People in imperfect lighting conditions

It also raises privacy issues

- Home environment on display ([recent lawsuit targets the room scan](#))
- Interruptions
- Unexpected events

# The Last Line of Defense

Consider risk vs.  
reward for  
students

Use Canvas's tools  
and analytics

Establish the  
norms and  
expectations

Tell them why the  
exam is set up the  
way it is

Be present,  
flexible, and kind

Add a non-  
cheating  
agreement  
question

# Set Up LDB + Monitor

Navigate to Settings

Choose Navigation tab

Enable LockDown Browser

Hit Save

The screenshot shows the 'VUW Box' Settings page with the 'Navigation' tab selected. On the left is a list of navigation items with checkboxes. On the right, the 'Drag and drop items to reorder them in the course navigation' section shows a list of items that can be reordered. Below that, the 'Drag items here to hide them from students' section shows items that can be disabled.

**Navigation Items (Left):**

- Home
- Modules
- Grades
- Academic Support
- Technical Support
- People
- Kaltura My Media
- LockDown Browser
- New Analytics
- Attendance
- Packback
- Microsoft Teams classes
- Rubrics
- Quizzes
- Discussions
- Collaborations
- Files
- Assignments
- Outcomes
- Pages
- Syllabus
- Announcements
- Settings

**Reorder Section (Right):**

Drag and drop items to reorder them in the course navigation.

Item	Reorder
Home	...
Modules	...
Grades	...
Academic Support	...
Technical Support	...
People	...
Kaltura My Media	...
LockDown Browser	...
New Analytics	...
Attendance	...
Packback	...
Microsoft Teams classes	...

**Hide Section (Right):**

Drag items here to hide them from students. Disabling most pages will cause students who visit those pages to be redirected to the course home page.

Item	Hide
Kaltura Media Gallery <small>Page disabled, won't appear in navigation</small>	...
Book a 30-minute consultation with me <small>Page disabled, won't appear in navigation</small>	...
Steely Library <small>Page disabled, won't appear in navigation</small>	...
Library Research <small>Page disabled, won't appear in navigation</small>	...
Item Banks <small>Page disabled, won't appear in navigation</small>	...
Tech Support <small>Page disabled, won't appear in navigation</small>	...
Canvas for Education <small>Page disabled, won't appear in navigation</small>	...

# Add LDB+ Monitor to your Exam

Click on LockDown Browser

Click on the Arrow

Settings

Require Respondus LockDown Browser for this Exam

Advanced Settings

Require Respondus Monitor

Save + Close

The screenshot shows the 'Require Respondus LockDown Browser for this exam' settings page. It includes sections for 'Advanced Settings' and 'Respondus Monitor'. The 'Advanced Settings' section has several checkboxes: 'Lock students into the browser until exam is completed' (checked), 'Allow students to close the browser and exit exam early' (checked), 'Allow access to specific external web domains' (unchecked), 'Enable Calculator on the toolbar' (unchecked), and 'Enable Printing from the toolbar' (unchecked). The 'Respondus Monitor' section has a checkbox for 'Require Respondus Monitor (recommended proctoring) for this exam' (checked). Below this is the 'Startup Sequence' section, which lists various items that can be included in the exam startup sequence, such as 'Measure Check', 'Approach Instructions', 'Guidelines + Tips', 'Student Photo', 'Show ID', 'Environment Check', and 'Facial Detection Check'. Each item has a checkbox and a link to 'Preview' or 'Edit Text'. The 'Facial Detection Options' section has two checkboxes: 'Prevent students from starting the exam if face cannot be detected during Startup Sequence' (checked) and 'Notify students during the exam if face cannot be detected (prompt for a fix)' (checked). At the bottom, there are 'Save + Close' and 'Cancel' buttons.

Require Respondus LockDown Browser for this exam

Advanced Settings

- ☒ Lock students into the browser until exam is completed [\(help\)](#)  
Respondus will close the browser and exit exam early (optional)
- ☒ Allow students to close the exam early (Precluding the "LockDown Browser" app from the Apple App Store)
- ☐ Allow access to specific external web domains [\(help\)](#)
- ☐ Enable Calculator on the toolbar [\(help\)](#)
- ☐ Enable Printing from the toolbar [\(help\)](#)

Respondus Monitor

- ☐ Don't require proctoring for this exam
- ☒ Require Respondus Monitor (recommended proctoring) for this exam [\(help\)](#)

Startup Sequence

The Startup Sequence is the set of optional items that occur before a Monitor (exam session begins). Items to be included in the Startup Sequence, and can take the form of items that have been locked by the exam.

Measure Check [Preview](#)

- ☒ Approach Instructions [Preview](#) [Edit Text](#)
- ☒ Guidelines + Tips [Preview](#)
- ☒ Student Photo [Preview](#)
- ☒ Show ID [Preview](#) [Edit Text](#)
- ☒ Environment Check [Preview](#) [Edit Text](#)
- ☐ Facial Detection Check [Preview](#)

Facial Detection Options

- ☒ Prevent students from starting the exam if face cannot be detected during Startup Sequence [\(help\)](#)
- ☒ Notify students during the exam if face cannot be detected (prompt for a fix) [\(help\)](#)

Advanced Settings

Save + Close Cancel



# Reviewing Your Proctoring Results

Use a practice syllabus quiz to build familiarity

Be explicit about good test-taking and video etiquette

Sort your results by time

Check the milestones box

Review the environment video

Prioritize long times, high scores, and flags

Watch the pre-exam videos

Use headphones to listen closely

Look for deviations from established patterns