Respondus LockDown Browser: Instructions for Students

Overview

An ongoing concern in education is ensuring the validity of online testing. In short, how can we be sure students aren't cheating and that the student who has registered for the course is the one actually taking the test? In order to be able to provide high-quality courses to our students, we need to be able to address this issue. The following is one method that Indian Hills Community College uses for this.

When taking a test through MyHills, you will be required you to use the **free** Respondus LockDown Browser. You will also be required to use a webcam to monitor your activity as you take the test.

Watch this short video to get a basic understanding of LockDown Browser and the webcam feature.

Video (2 min): Watch Video

Installing and Using LockDown Browser

IMPORTANT: Do **not** download a copy of LockDown Browser from elsewhere on the Internet, as those versions will not work at our college. Use the link provided below.

http://www.indianhills.edu/downloadlockdown

To take a test, start LockDown Browser, log into your MyHills course, and navigate to the test, as you normally would. You will **not** be able to access the test with a standard web browser. For additional details on using LockDown Browser, please review this Student Quick Start Guide (PDF).

Webcam Monitoring

Please note that having a working webcam, as well as audio headphones with a built-in microphone, are requirements listed in the Computer Standards for IHCC Courses (PDF).

In addition to LockDown Browser, a webcam will be required for all exams taken within MyHills. The webcam can be built into your computer (as is the case with most laptop computers) or it can be the type that plugs into your computer with a USB cable. If you don't already have a webcam, they are available for purchase from the Indian Hills Bookstore.

Before starting LockDown Browser, be sure that your webcam is setup and working properly, as the LockDown Browser will not allow access to other programs, once it has been opened, until you finish taking your test.

Your instructors may require you to show an accepted form of photo identification (e.g., driver's license or Indian Hills Student ID) to the webcam as part of the setup. So, be sure to have this ready *before* starting LockDown Browser. Additionally, you may have to use your webcam to show the area surrounding you, prior to the start of the test. It is easier to use a portable webcam for this. However, if you have a built-in webcam, test it out ahead of time, and be sure you're able to do this.
Note: The camera will continue to record from the time you show your surroundings throughout the test.

General Guidelines

When taking an online test, please follow these guidelines:

- Ensure you are in a location where you will not be interrupted.
- Turn off all mobile devices, phones, etc.
- Clear your desk of all external materials, including books, papers, other computers or devices, etc.
- Remain at your desk or workstation for the duration of the test.
- If a webcam is required, make sure it is plugged in or enabled before starting LockDown Browser.
- If a webcam is required, you will be recorded during the test to ensure you're using only permitted resources.
- 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.

The Respondus LockDown Browser transmits video from your computer. Therefore, it requires a better signal and faster connection than some wireless connections may provide. The following practices are recommended for the best testing experience:

- Connect to your router or modem directly, using an Ethernet cable. Ethernet cables are relatively inexpensive and can significantly improve your connection speed, as opposed to wireless. Your computer and network should support any Cat-style of Ethernet cable (available at stores like Walmart). The most common Cat-style of cable is CAT5., though CAT6 will also work.

  If you do not have an Ethernet port on your computer, you can also purchase a USB-to-Ethernet adapter to plug into your computer, allowing you to then connect an Ethernet cable.

  If you are not able to set up a wired connection to your router or modem, try to sit in the same room, and even next to the router, so you will have the best chance for a strong connection.

- Ask others not to watch videos or play online games while you are taking your test. Sharing the internet connection can have a significantly negative effect on your connection, increasing your chances of losing the connection, and causing your unfinished test to automatically submit.

On-Campus Facilities

At this time, **on-campus computer labs**, such as those in the Academic Success Center, Testing Center, Centerville Campus, North Campus, and County Service Centers are equipped with LockDown Browser and a limited number of webcams. Students who wish to use these facilities to take tests should schedule their tests ahead of time with the appropriate facility to ensure webcam availability.

Help

If you have questions regarding the test itself, please contact your instructor. For technical questions related to MyHills or Respondus LockDown Browser, please contact the IT Help Desk.