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Enabling Respondus in Quizzes Tool

(For Faculty Use)

Respondus LockDown Browser and Monitor are tools built into Quizzes within D2L to deter cheating. It’s best practice to ensure assessments align with learning outcomes and to consider [alternative assessment methods](https://www.marquette.edu/center-for-teaching-and-learning/documents/assessment-alternatives03182020.docx) when deemed appropriate.

Objectives:

1. Differentiate between LockDown Browser and Respondus Monitor.
2. Explain the steps to enable LockDown Browser and Respondus Monitor after a copy process.
3. Create and edit Respondus settings.
4. Retrieve and interpret Respondus Monitor recordings.
5. Identify the resource to share with students for Respondus support.

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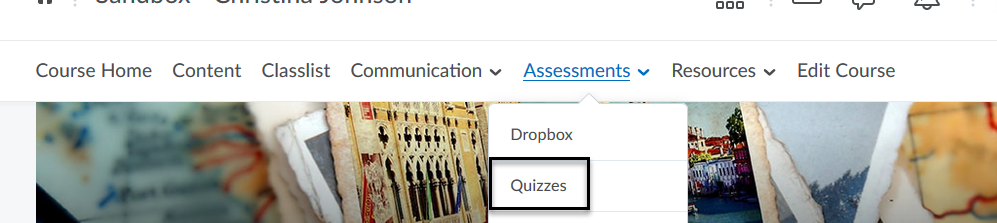
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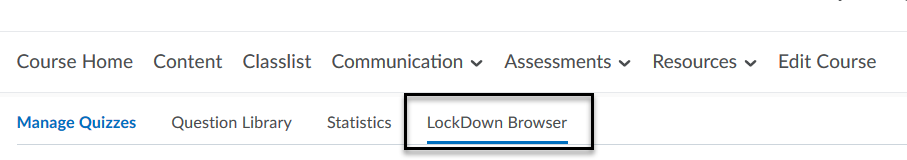
## How to enable LockDown Browser

The LockDown Browser, used in in-person proctored settings, locks down the testing environment within D2L. Students will not be able to copy, print, screen capture or open browser windows to visit other websites.

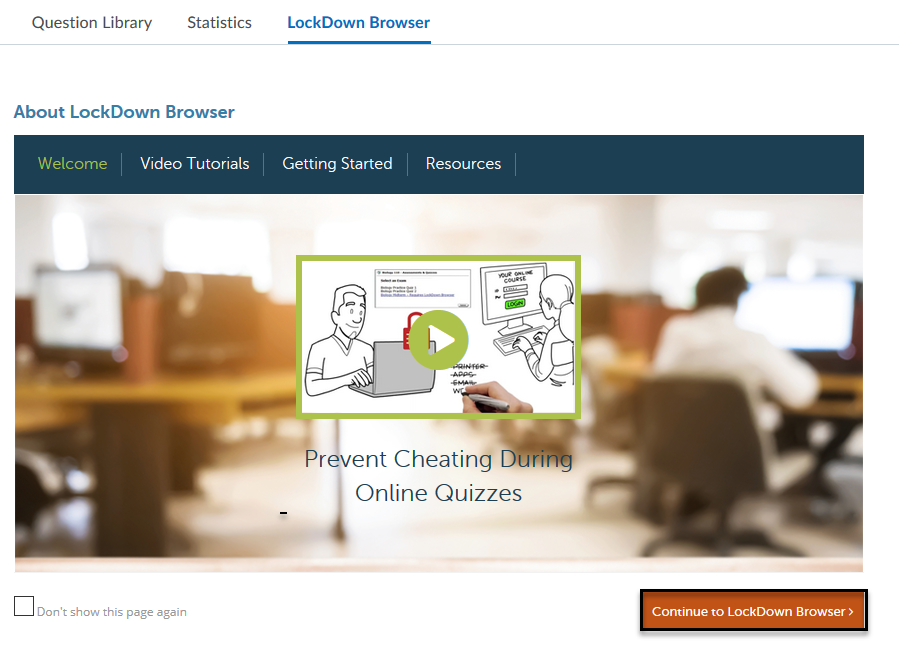
1. To enable LockDown Browser for an existing quiz, without Respondus Monitor, click Assessments (main navbar) > Quizzes.



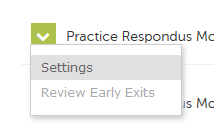
1. Select the LockDown Browser tab.



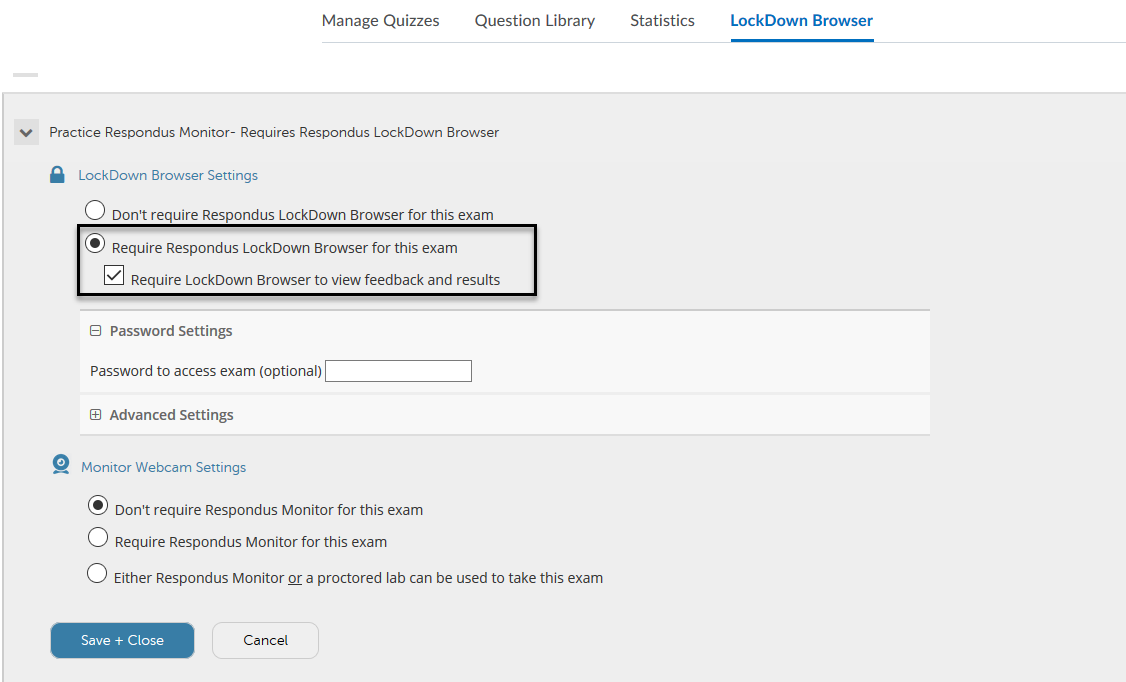
1. Select Continue to LockDown Browser.



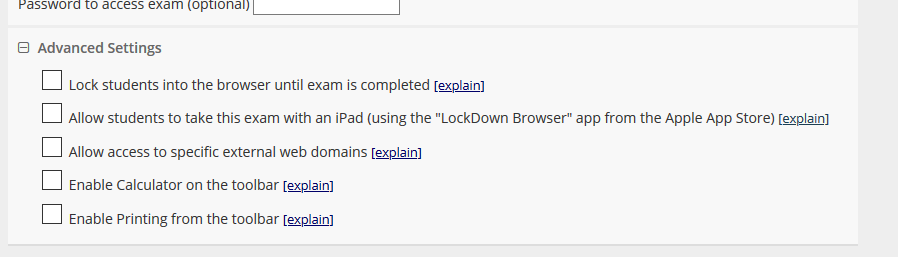
1. Click the drop-down list next to the quiz name to select **Settings**.



1. Select **Require Respondus LockDown Browser for this exam**.



Note: If students are using iPads or a calculator, expand the options under Advanced Settings. More options are available.



1. Scroll down the page to click **Save + Close**.

### Copying Quiz with LockDown Browser enabled

* After copying a course with quizzes that have LockDown Browser enabled, visit the LockDown Browser dashboard by clicking Assessments (main navbar) > Quizzes > LockDown Browser tab, Continue to LockDown Browser. This step should be adequate to re-enable the quizzes.
* If you see the message “Error – Fix it” next to the quiz name, click **Fix It** in order to clear this message and “Required” should then appear.

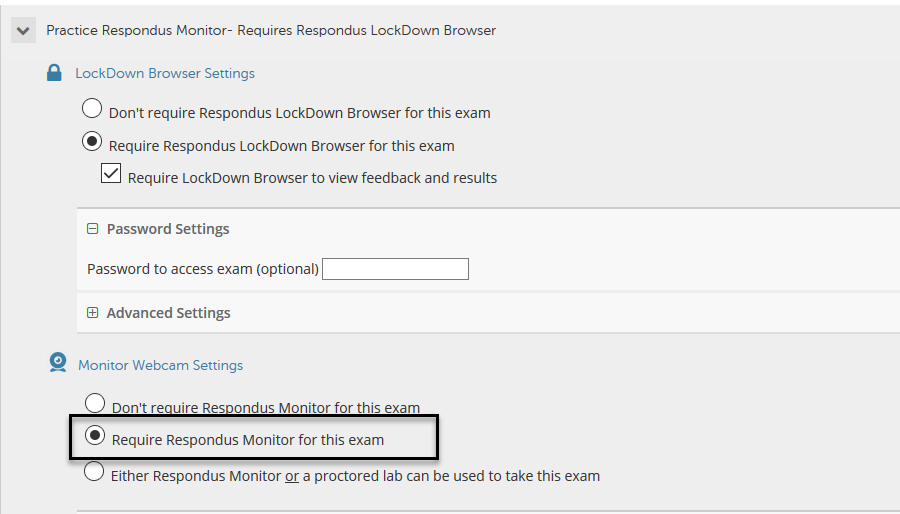




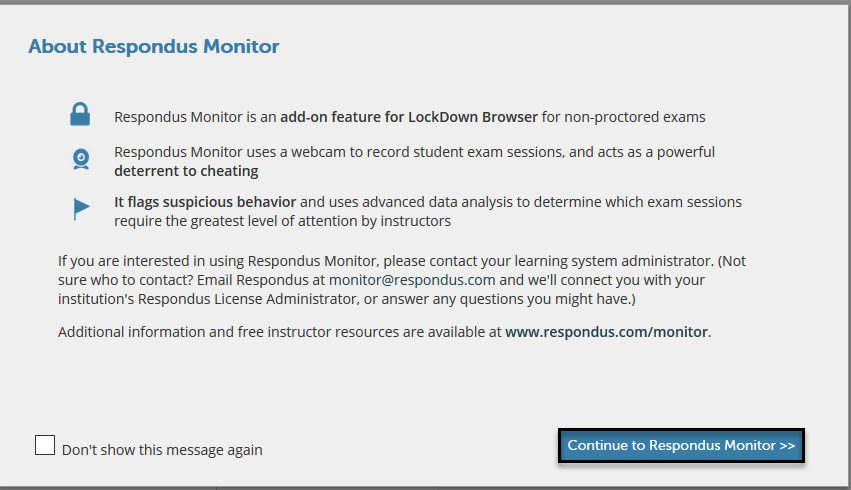
## How to enable LockDown Browser and Respondus Monitor

The Respondus Monitor, non-proctored offsite settings, uses the student’s webcam in addition to LockDown Browser to record the session. The webcam check is required every time a student uses Respondus Monitor to check the microphone and webcam are working properly.

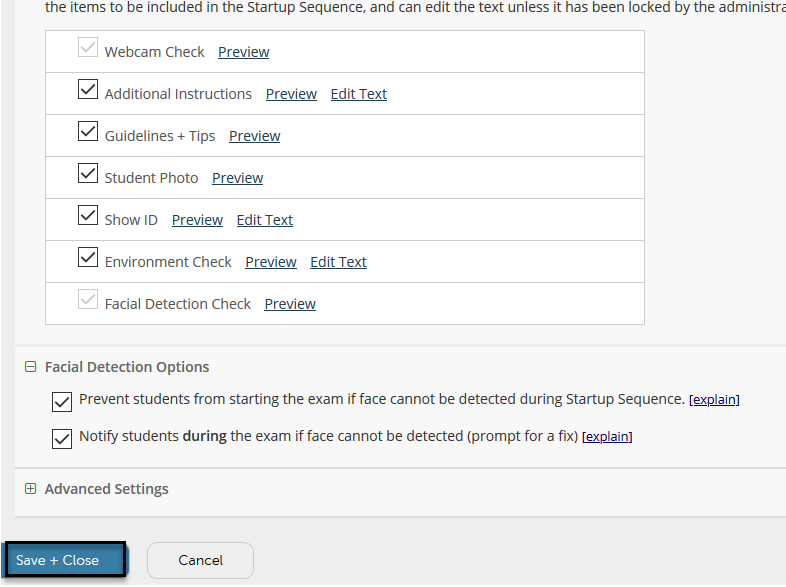
1. After you have imported the **Practice Quiz for Respondus Monitor Module for D2L** zip file, ensure the settings are enabled in the LockDown Browser Dashboard.
2. Select **Require Respondus Monitor for this exam**.



1. A pop-up message will automatically appear. Click **Continue to Respondus Monitor**.



1. Check the items you would like required in the Startup Sequence and Facial Detection Options, such as requiring a student to show their ID and complete an environmental check. Click **Save +Close**.



1. The dashboard should display “Required” for both LockDown Browser and Monitor.

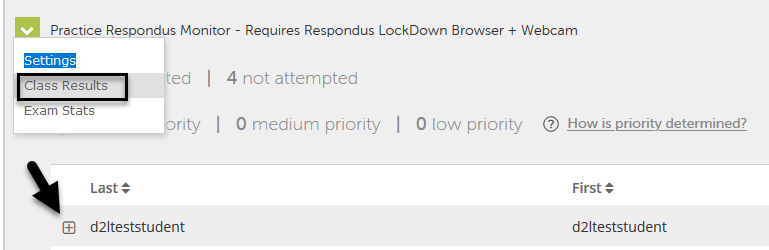


### Copying Quiz with LockDown Browser and Respondus Monitor enabled

* The Respondus Monitor will be disabled after the copy process. The instructor must check the radio button to Require Monitor for this exam.
* Follow the steps to ensure “Required” is displayed in the dashboard.

### Viewing Monitor Recordings

1. Visit the LockDown Browser dashboard by clicking Assessments (main navbar) > Quizzes > LockDown Browser tab, Continue to LockDown Browser.
2. Select the drop-down list to click **Class Results**. Select the plus sign next to the student’s name to expand and find the recording and additional details.



## Respondus Student Support

* It’s best practice to provide a practice Respondus test to troubleshoot any technology issues prior to the graded exam. Import the **Practice Quiz for Respondus Monitor for D2L** found on the Center for Teaching and Learning website.
* Students should be encouraged to peruse the Taking Quizzes and Exams Online [page](https://www.marquette.edu/remote-learning/taking-quizzes-online.php).