# Instructor Live Proctoring with Zoom and LockDown Browser

# (Student Directions)

Respondus LockDown Browser is a custom browser that locks down the online testing environment within Canvas. When students use LockDown Browser with an online test, they are unable to print, copy, navigate to other websites, or access other applications.

When LockDown Browser is used with Instructor Live Proctoring, the instructor watches students remotely during an online test. This feature requires the use of a video conferencing system, such as Zoom.

## Taking an Exam

**Step 1 | Install LockDown Browser.** UNF students must download the application from this link: <https://download.respondus.com/lockdown/download.php?id=482833918>

**Step 2 | Join the Zoom meeting your instructor has created for the exam.** Your instructor will take attendance and may provide you with additional instructions or information prior to starting the exam, including a Start Code which you will need to type once you enter the exam.

**Step 3 | When prompted by your instructor, open LockDown Browser.**

***Note:*** *Once students open LockDown Browser, they* ***will not*** *be able to see their Zoom*  *meeting controls. The Zoom meeting will continue to run in the background, allowing the*  *instructor to see and hear students during the exam.*

**Step 4 | Sign into Canvas and navigate to the test.** Enter the Start Code provided by your instructor.

**Step 5 | Once the exam is submitted for grading, close the LockDown Browser window.** Return to the Zoom meeting window and follow your instructor’s procedure for leaving the Zoom meeting.

## Things to Consider and Troubleshooting

* An iPad will not allow Zoom and LockDown Browser to run at the same time. If you plan to use an iPad for testing, speak with your instructor about viable options.
* Familiarize yourself with your instructor’s expectations for communicating with them before and after the exam. Your instructor should indicate what to do if you experience technical difficulties during an exam. If your instructor schedules a practice session, make sure to attend so you know what to expect on exam day.
* Students may contact the [UNF ITS Help Desk](https://www.unf.edu/its/help_desk/) for assistance with installing or troubleshooting LockDown Browser.