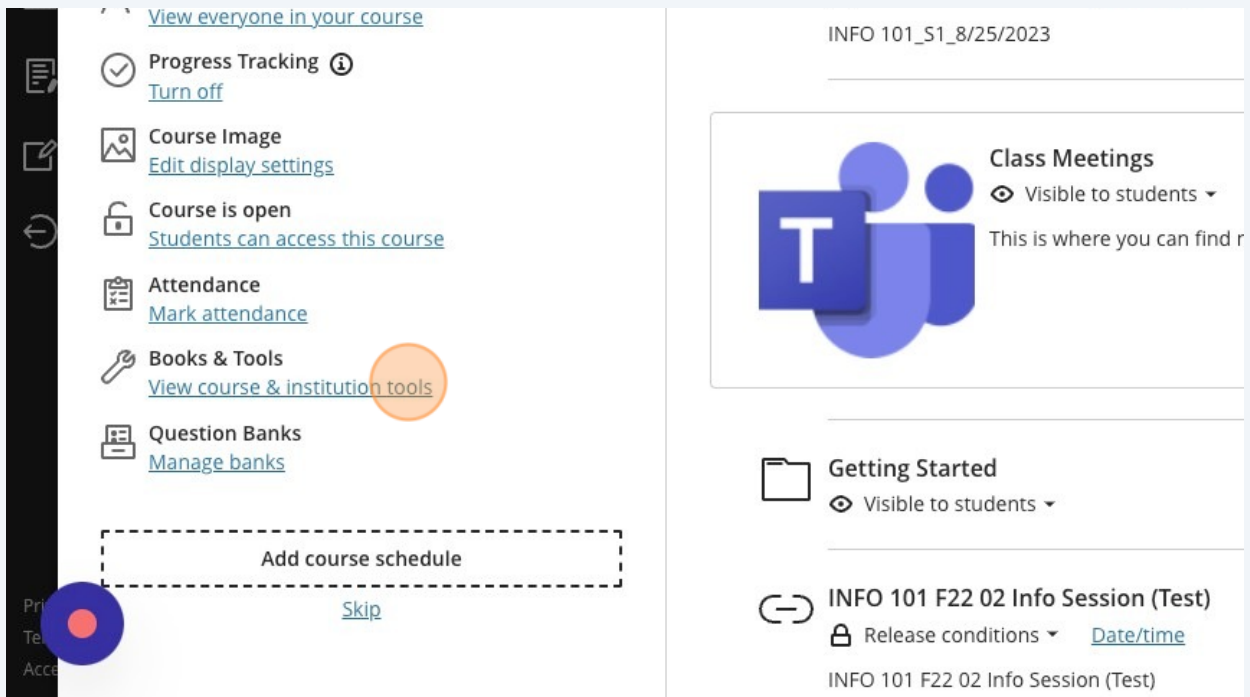


# How to Enable Respondus LockDown Browser for your exam in Blackboard Ultra

1 Navigate to <https://learn.humber.ca/ultra/courses/>

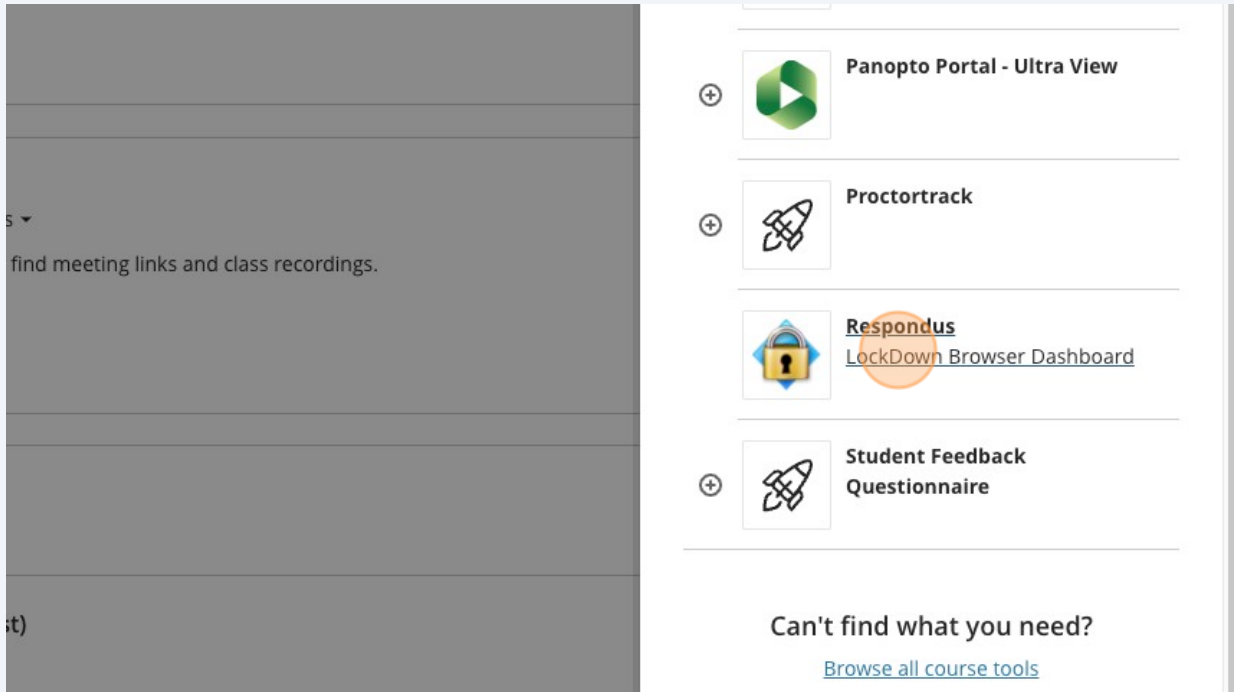
2 Click "View course & institution tools".



The screenshot shows the Blackboard Ultra interface for a course. On the left, a vertical navigation menu contains several options: 'View everyone in your course', 'Progress Tracking' (with a 'Turn off' link), 'Course Image' (with an 'Edit display settings' link), 'Course is open' (with a 'Students can access this course' link), 'Attendance' (with a 'Mark attendance' link), 'Books & Tools' (with a 'View course & institution tools' link highlighted by an orange circle), and 'Question Banks' (with a 'Manage banks' link). Below these is a dashed box containing 'Add course schedule' and a 'Skip' link. On the right, the course content area shows 'INFO 101\_S1\_8/25/2023' at the top. Below that is a 'Class Meetings' section with a Microsoft Teams icon and the text 'Visible to students' and 'This is where you can find r'. Further down is a 'Getting Started' section with a folder icon and 'Visible to students'. At the bottom is a test entry for 'INFO 101 F22 02 Info Session (Test)' with 'Release conditions' and a 'Date/time' link.

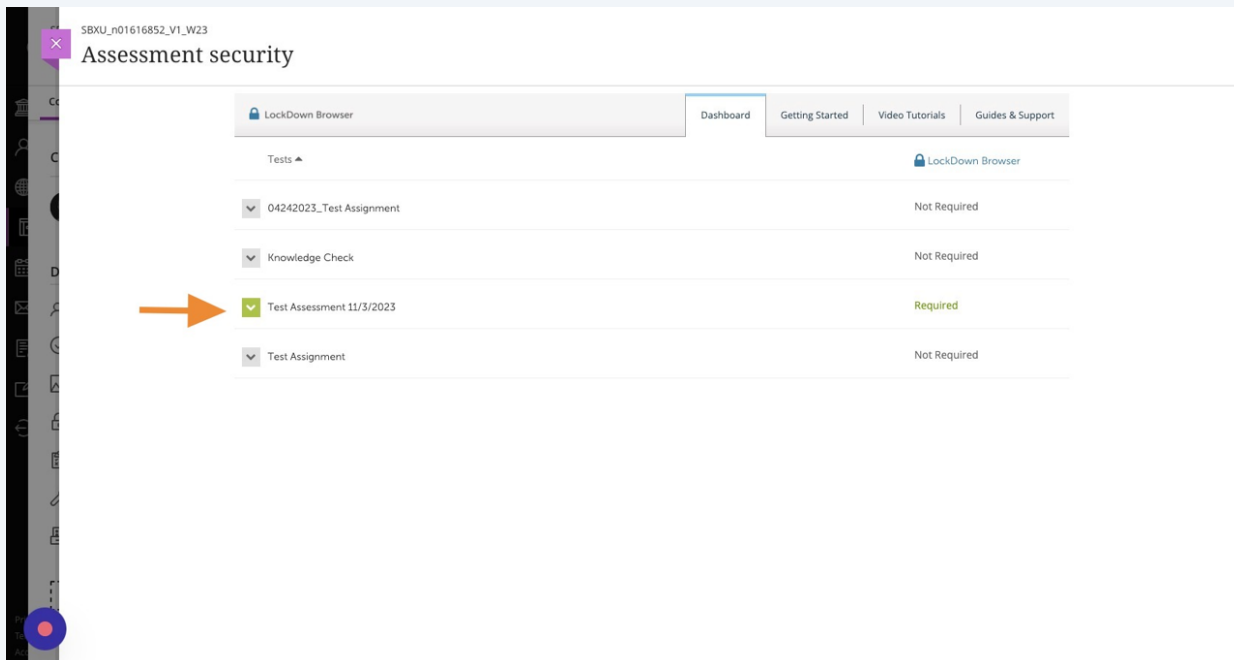
3

Click "LockDown Browser Dashboard" (**Note:** You will need to click "Allow" if using the tool for the first time).



4

The dashboard will open, where you can view all available assessments. Find the exam for which you would like to enable the LockDown Browser.



5 In the dropdown menu, click "Settings".

The screenshot shows the 'Assessment security' page for SBKU\_n01616852\_V1\_W23. The page has a navigation bar with 'LockDown Browser', 'Dashboard', 'Getting Started', 'Video Tutorials', and 'Guides & Support'. Below the navigation bar is a table of tests. The table has columns for 'Tests' and 'LockDown Browser' status. The 'Tests' column has a dropdown arrow next to each row. The 'LockDown Browser' column shows the status for each test. An orange arrow points to the 'Settings' option in the dropdown menu for 'Test Assessment 11/3/2023'.

Tests	LockDown Browser
04242023_Test Assignment	Not Required
Knowledge Check	Not Required
Test Assessment 11/3/2023	Required
Review Early Exits	Not Required

6 Click the "Require Respondus LockDown Browser for this exam" field.

The screenshot shows the 'Assessment security' page for SBKU\_n01616852\_V1\_W23. The page has a navigation bar with 'LockDown Browser', 'Dashboard', 'Getting Started', 'Video Tutorials', and 'Guides & Support'. Below the navigation bar is a table of tests. The table has columns for 'Tests' and 'LockDown Browser' status. The 'Tests' column has a dropdown arrow next to each row. The 'LockDown Browser' column shows the status for each test. An orange arrow points to the 'Require Respondus LockDown Browser for this exam' radio button in the 'LockDown Browser Settings' dialog box for 'Test Assessment 11/3/2023'.

Tests	LockDown Browser
04242023_Test Assignment	Not Required
Knowledge Check	Not Required
Test Assessment 11/3/2023	Required
Test Assignment	Not Required

## 7 Select additional settings for your exam as needed.

### Assessment Security

LockDown Browser

Dashboard Getting Started Video Tutorials Guides & Support

Tests

LockDown Browser

04242023\_Test Assignment Not Required

Knowledge Check Not Required

Test Assessment 11/3/2023

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam

Require Respondus LockDown Browser for this exam

Advanced Settings

Require LockDown Browser to view post-exam feedback and results [\[explain\]](#)

Lock students into the browser until exam is completed [\[explain\]](#)

Password to close browser and exit exam early (optional)

Allow students to take this exam with an iPad (using the "LockDown Browser" app from the Apple App Store) [\[explain\]](#)

Allow access to specific external web domains [\[explain\]](#)

Enable Calculator on the toolbar [\[explain\]](#)

Enable Printing from the toolbar [\[explain\]](#)

Save + Close Cancel

## 8 Click "Save + Close".

Knowledge Check Not R

Test Assessment 11/3/2023

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam

Require Respondus LockDown Browser for this exam

Advanced Settings

Require LockDown Browser to view post-exam feedback and results [\[explain\]](#)

Lock students into the browser until exam is completed [\[explain\]](#)

Allow students to take this exam with an iPad (using the "LockDown Browser" app from the Apple App Store) [\[explain\]](#)

Allow access to specific external web domains [\[explain\]](#)

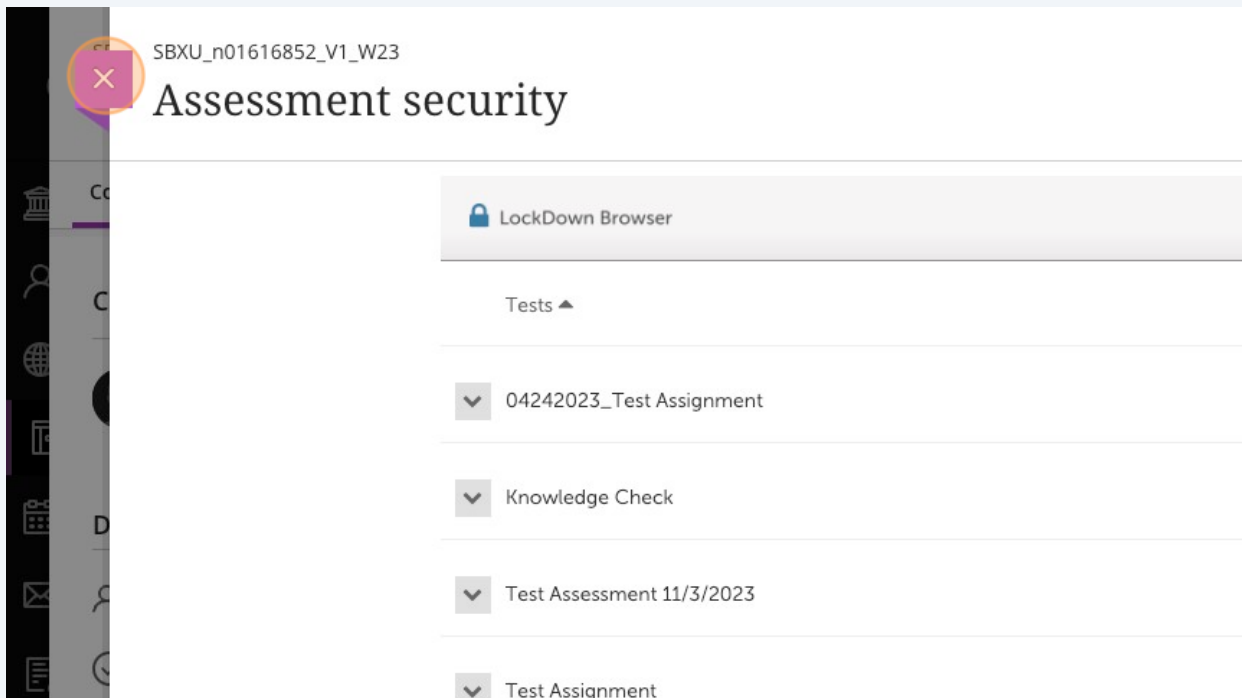
Enable Calculator on the toolbar [\[explain\]](#)

Enable Printing from the toolbar [\[explain\]](#)

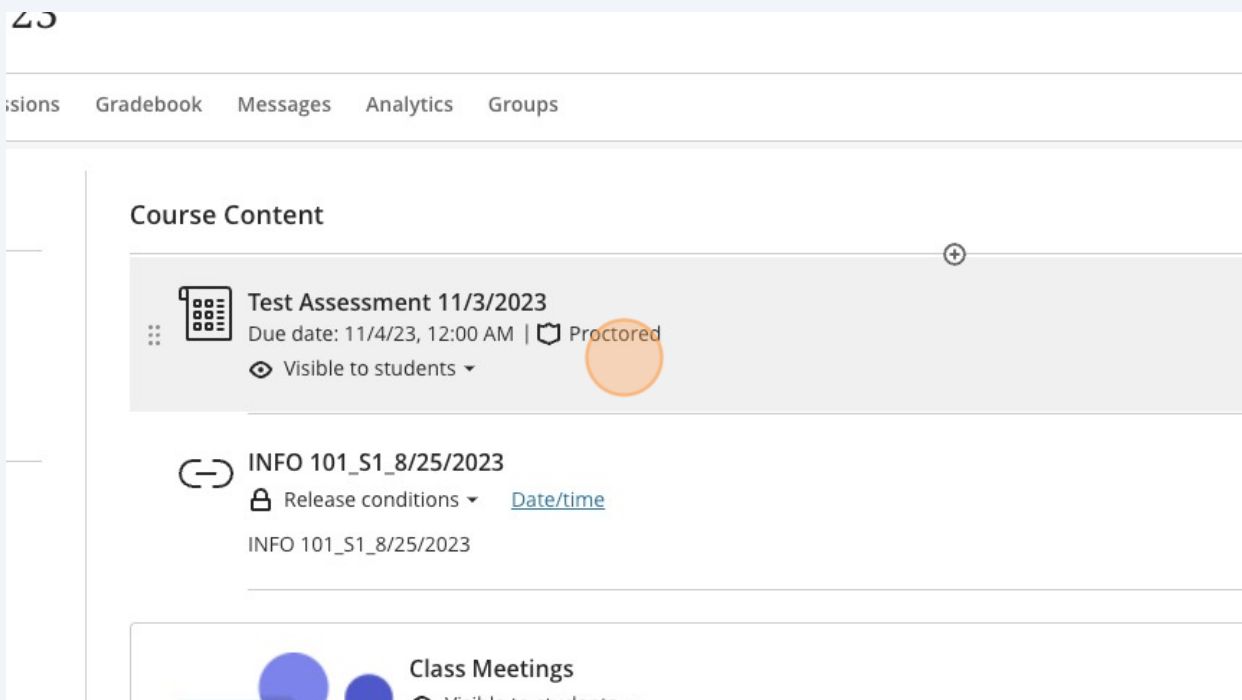
Save + Close Cancel

Test Assignment Not R

9 Exit the dashboard by clicking "x".



10 In your course content, you will see that your exam is now *Proctored*. This confirms that LockDown Browser is enabled.



**11** In Test Settings, you can access the LockDown Browser Dashboard.

The screenshot shows the 'Test Settings' interface. On the left, there are several greyed-out input fields, some labeled 'Correct answer'. A '10 points' badge is visible. The right-hand pane contains the following settings:

- Attempts allowed**: 1 attempt
- Originality Report**: Enable SafeAssign
- Respondus**: Students need to use Respondus LockDown Browser to complete this assessment. A link to the [LockDown Browser Dashboard](#) is provided.

A question mark icon is located in the bottom right corner of the settings pane.

**12** The Video Tutorials tab contains helpful resources for instructors and students.

The screenshot shows the 'Video Tutorials' tab selected in a navigation bar. The navigation tabs are: Dashboard, Getting Started, Video Tutorials, and Guides & Support. The main content area displays the following text:

**on to LockDown Browser for Blackboard Learn Ultra**

ictory video explains the basic features of LockDown Browser, and how it deters cheating during online exams.

**an exam for use with LockDown Browser in your LMS**

learn how to prepare an exam so it requires students to use LockDown Browser.

**verview**

od video to share with students. It explains the purpose and function of LockDown Browser.