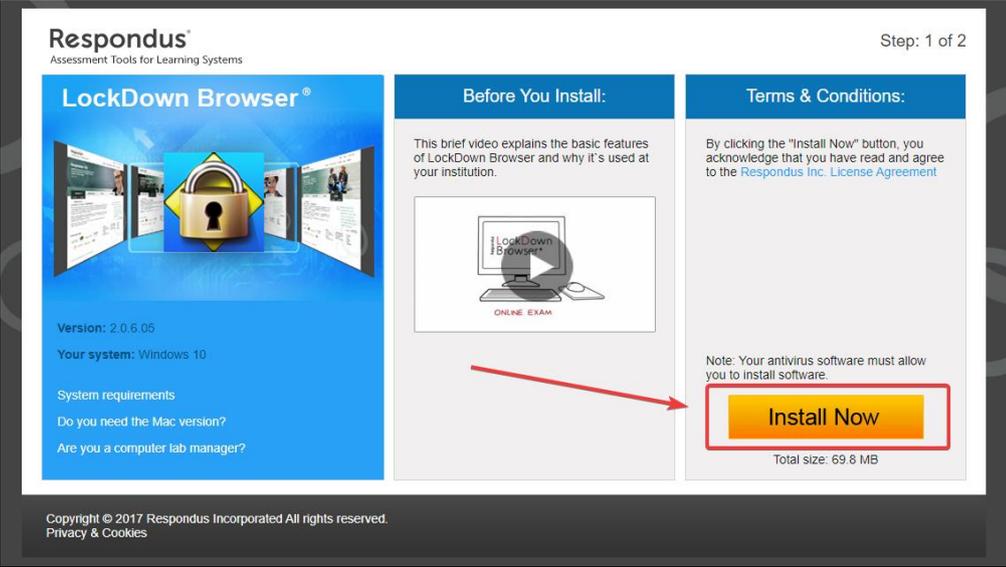


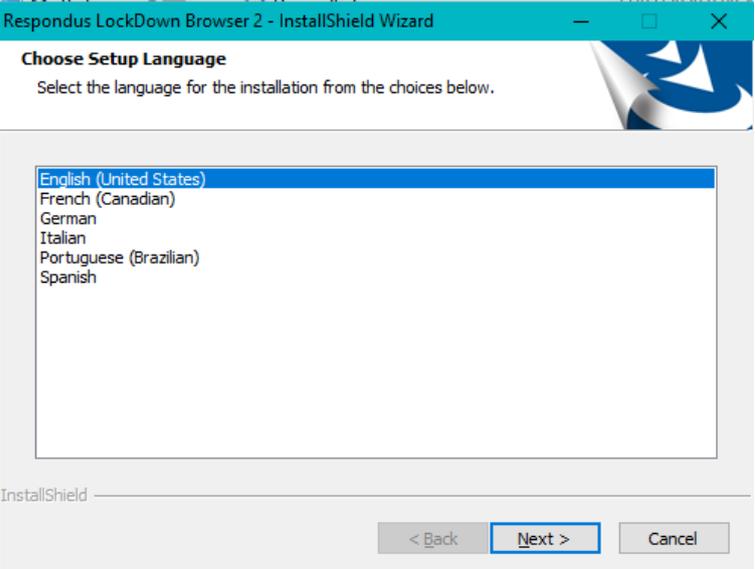
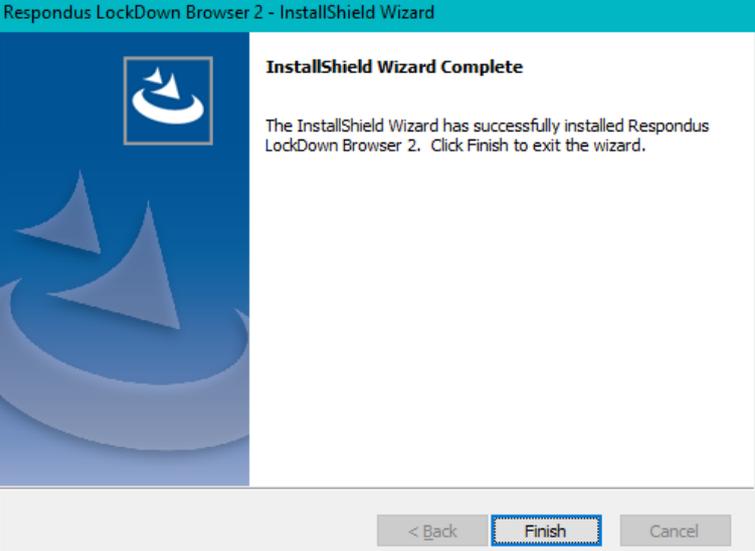
# LOCKDOWN BROWSER GUIDE

## WHAT IS LOCKDOWN BROWSER

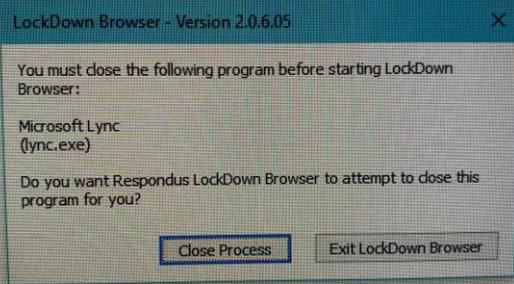
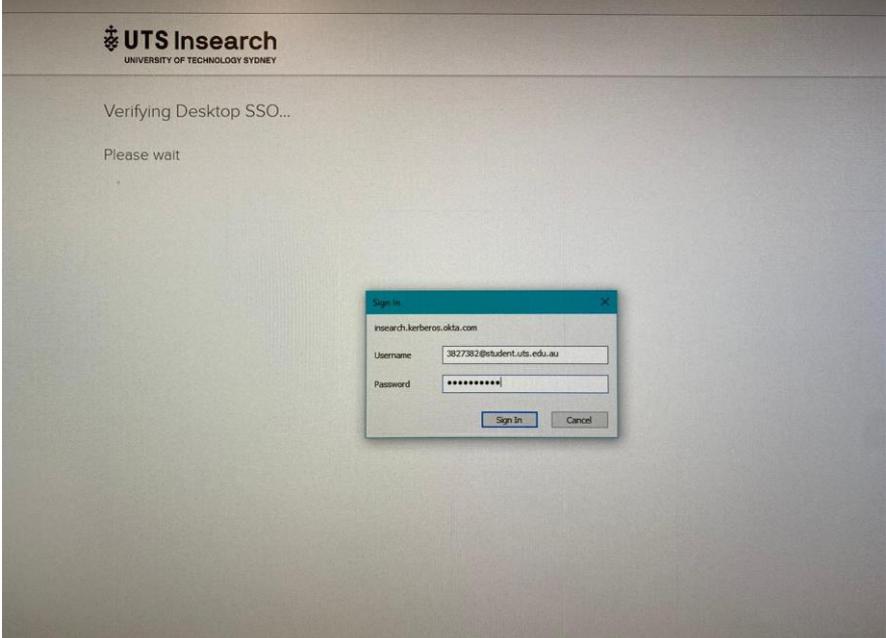
LockDown Browser is a locked browser for taking quizzes and tests in Canvas. It prevents you from printing, copying, going to another URL, or accessing other applications during an assessment. If a Canvas quiz requires that LockDown Browser be used, you will not be able to take the quiz with a standard web browser such as Safari, Chrome, etc. .

## HOW TO INSTALL IT

<p>Step 1</p> <p>Click on the link below: <a href="https://download.respondus.com/lockdown/download.php?id=269556586">https://download.respondus.com/lockdown/download.php?id=269556586</a></p>	<p><a href="https://download.respondus.com/lockdown/download.php?id=269556586">https://download.respondus.com/lockdown/download.php?id=269556586</a></p>
<p>Step 2</p> <p>Click "install now"</p>	
<p>Step 3</p> <p>Lockdown browser download will start automatically, please click on it after the downloading is done.</p>	

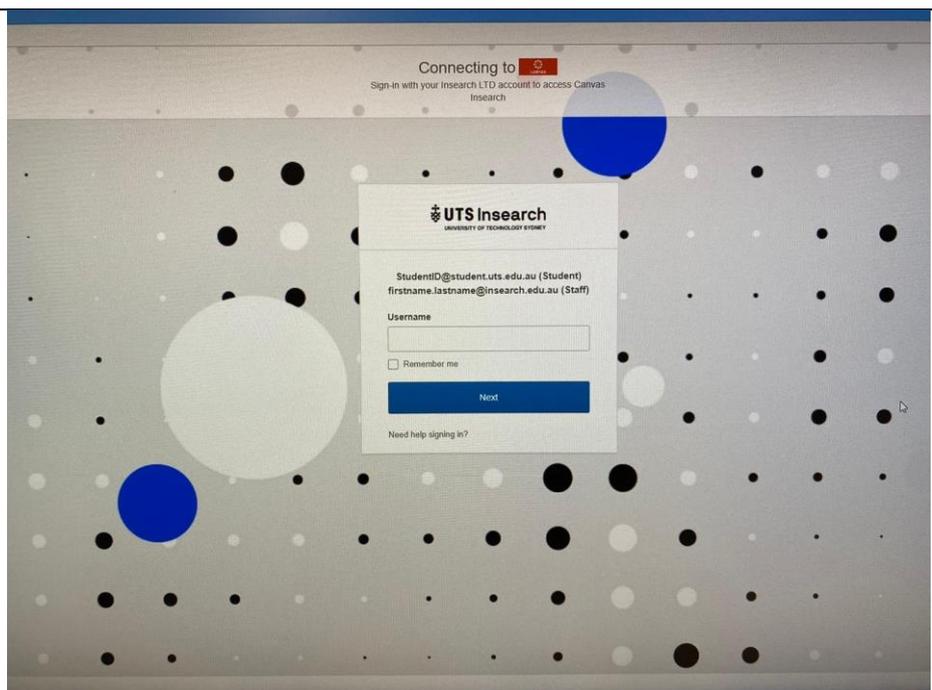
<p>Step 4</p> <p>Choose English (united states) as default language</p>	 <p>Respondus LockDown Browser 2 - InstallShield Wizard</p> <p><b>Choose Setup Language</b></p> <p>Select the language for the installation from the choices below.</p> <ul style="list-style-type: none"><li>English (United States)</li><li>French (Canadian)</li><li>German</li><li>Italian</li><li>Portuguese (Brazilian)</li><li>Spanish</li></ul> <p>InstallShield</p> <p>&lt; Back <b>Next &gt;</b> Cancel</p>
<p>Step 5</p> <p>Install successfully.</p>	 <p>Respondus LockDown Browser 2 - InstallShield Wizard</p> <p><b>InstallShield Wizard Complete</b></p> <p>The InstallShield Wizard has successfully installed Respondus LockDown Browser 2. Click Finish to exit the wizard.</p> <p>&lt; Back <b>Finish</b> Cancel</p>

## HOW TO USE LOCKDOWN BROWSER

<p><b>Step 1</b></p> <p>Double click on the Lockdown browser shortcut on desktop (or wherever you saved it)</p>	 A desktop shortcut icon for LockDown Browser. The icon is a black square with a white checkmark in the top left corner. Below the checkmark is a blue shield with a white padlock and a white cross. The text "LockDown Browser" is written in white below the shield.
<p><b>Step 2</b></p> <p>You might receive a notification like this, ask for close the software running in the background, e.g. outlook, skype, wechat, etc.</p> <p>Please click on "close process".</p>	 A screenshot of a Windows dialog box titled "LockDown Browser - Version 2.0.6.05". The dialog box contains the following text: "You must close the following program before starting LockDown Browser:", "Microsoft Lync (lync.exe)", and "Do you want Responder LockDown Browser to attempt to close this program for you?". There are two buttons at the bottom: "Close Process" and "Exit LockDown Browser".
<p><b>Step 3</b></p> <p>Log in by your UTS email and UTS email password.</p>	 A screenshot of the UTS Insearch login page. The page header shows the UTS Insearch logo and "UNIVERSITY OF TECHNOLOGY SYDNEY". Below the header, it says "Verifying Desktop SSO..." and "Please wait". A "Sign In" dialog box is overlaid on the page, showing the domain "insearch.kerberos.okta.com", a username field with "3827382@student.uts.edu.au", and a password field with masked characters. There are "Sign In" and "Cancel" buttons at the bottom of the dialog box.

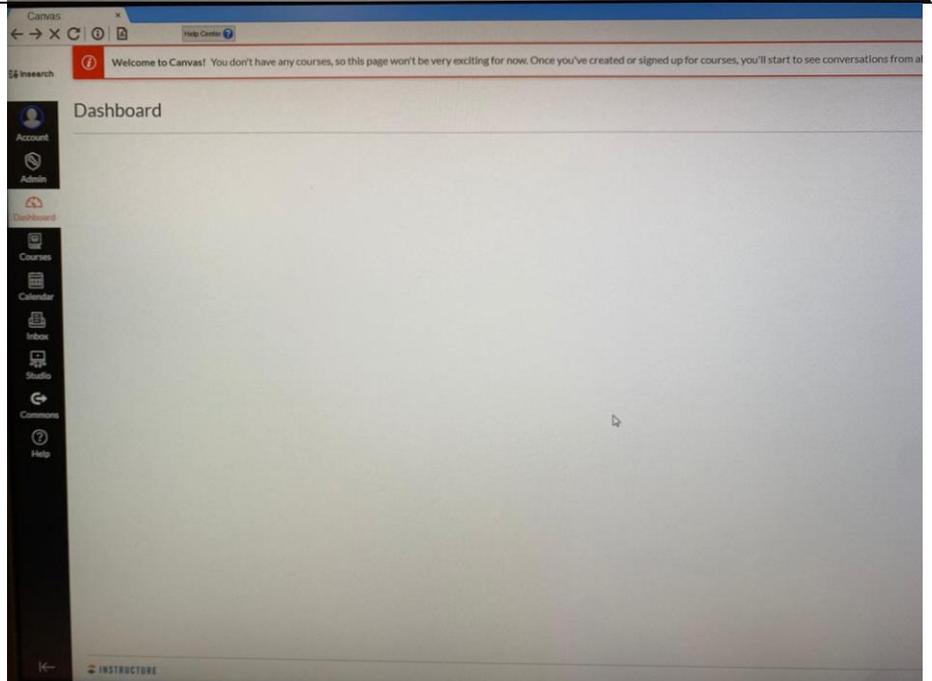
**Step 4**

Enter your UTS email log in.



**Step 5**

You are logged in now, please go to the quiz location and start your quiz!



## WEB CAMERA

You might be required to turn on your camera during the quiz/exam. After started the quiz, if this quiz requires you to use web camera, web camera terms and conditions will pop out. You need to agree on it. And after you agreed on it, your computer will start detecting the microphone quality and camera quality, it includes a student card checking – you will need to present your student card.

If you encounter any issue within these steps, please click on “its not working” link for troubleshooting tips or get to live chat function with Respondus support (please refer to HELP part in this document).

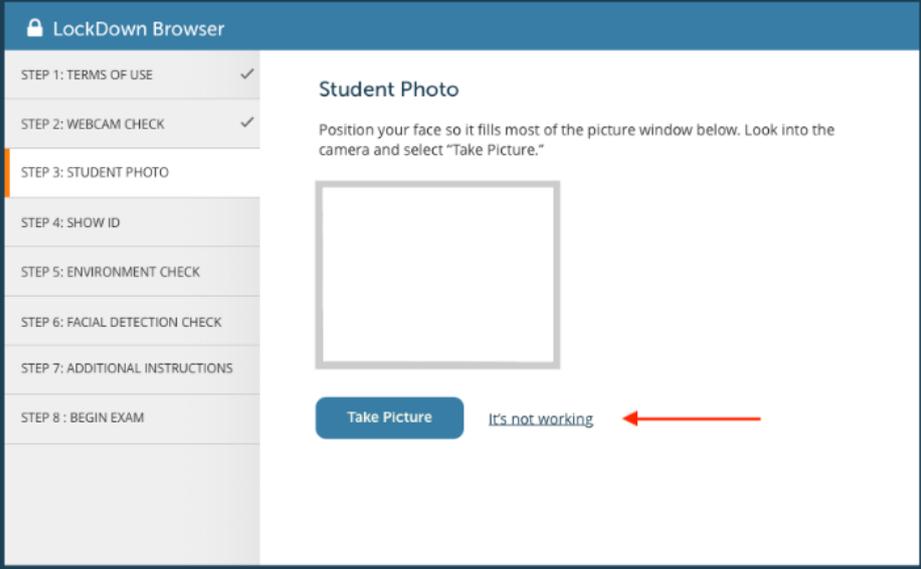
You need to remain at the computer for the duration of the quiz/exam.

The quiz will begin after the Start-up Sequence is complete. You cannot exit Lockdown Browser until the quiz is submitted for grading.

## HELP

If you have problems downloading, installing or logging in to Canvas, contact UTS Insearch ITDS Service Desk on +61 2 9218 7000. If you have problems taking an assessment quiz or test, contact your subject coordinator. Make sure you read all instructions beforehand.

If there is any error occurs during the webcam check, student card checks etc. during the start of the exam. Here is how to get help from Respondus support.

<p>Step 1</p> <p>Click on "it's not working"</p>	
<p>Step 2</p> <p>Click on "need more help?"</p> <p>Live chat will be opened for you.</p>	