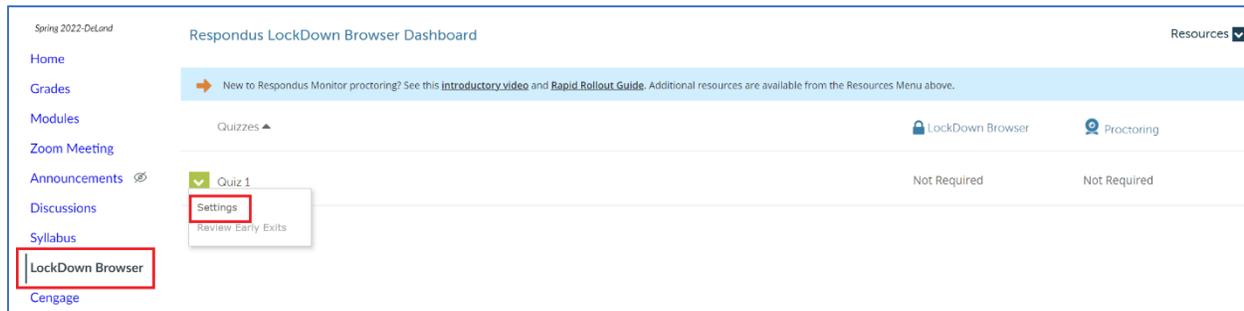


## How do I apply Respondus to a scheduled quiz or exam in Canvas?

1. Your Canvas course includes the option to enable the Respondus Lockdown Browser to prevent cheating on quizzes and exams. To require Respondus for a quiz or exam, click the “Lockdown Browser” link in the navigation menu and select the “Settings” option from the quiz dropdown menu.



2. Click the “Require Respondus Lockdown Browser for this exam” option. Several options appear. The first option is to enter an access code to take the quiz or exam. This is optional and is best used in a classroom setting. Advanced settings include: “Require LockDown Browser to view feedback and results” – if left unchecked, students will not need to log into Respondus after the exam to see your feedback and results, “Lock students into the browser until exam is completed” – students must stay in the exam until they submit it (this could be an issue in a remote setting where a student is having a system issues that requires them to leave the exam; if unchecked, the student will still need to provide a reason for leaving and you will be notified after they have submitted the exam), “Allow students to take the exam with an iPad” – a good option for students that may not have a Windows PC or Mac, “Allow access to specific web domains” – the is needed if you allow students access to a third-party learning platform during the exam, in which case you would need to provide the domain of that platform (e.g., cengage.com), “Enable Calculator on the toolbar”, and “Enable printing from the toolbar.”

Quiz 1

LockDown Browser Settings

Don't require Respondus LockDown Browser for this exam

Require Respondus LockDown Browser for this exam

[-] Password Settings

Access code for this exam (optional)

[-] Advanced Settings

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

3. To enable online proctoring of an exam, select the “Require Respondus Monitor” or the “Allow instructor live proctoring” option. The “Require Respondus Monitor” option uses the Respondus Lockdown Browser to automatically monitor the student using a webcam. If a student looks away frequently from the screen, the instructor will be notified via a review meter that indicates if facial detection was low during the exam and needs to be reviewed by the instructor. All options in the “Startup Sequence” and “Facial Detection Options” are selected by default and can be left unchecked except for “Show ID” if you are familiar with your students and are aware they study at Stetson. If you prefer to proctor your students in a live setting, you may choose the “Allow instructor live proctoring” option where you can use Zoom to perform the proctoring. However, unlike the Lockdown Browser proctoring, you will not be notified when facial detection is low and cheating is suspected.

 Proctoring

Don't require proctoring for this exam  
 Require Respondus Monitor (automated proctoring) for this exam [\[explain\]](#)  
 Allow instructor live proctoring for this exam (via Zoom, Teams, etc) [\[explain\]](#)

**Startup Sequence** Need Help?

The Startup Sequence is the set of optional events that occur before a Monitor webcam session begins. You can choose the items to be included in the Startup Sequence, and can edit the text unless it has been locked by the administrator.

Webcam Check <a href="#">Preview</a>
<input checked="" type="checkbox"/> Additional Instructions <a href="#">Preview</a> <a href="#">Edit Text</a>
<input checked="" type="checkbox"/> Guidelines + Tips <a href="#">Preview</a>
<input checked="" type="checkbox"/> Student Photo <a href="#">Preview</a>
<input checked="" type="checkbox"/> Show ID <a href="#">Preview</a> <a href="#">Edit Text</a>
<input checked="" type="checkbox"/> Environment Check <a href="#">Preview</a> <a href="#">Edit Text</a>
Facial Detection Check <a href="#">Preview</a>

Facial Detection Options

- Prevent students from starting the exam if face cannot be detected during Startup Sequence. [\[explain\]](#)
- Notify students **during** the exam if face cannot be detected (prompt for a fix) [\[explain\]](#)

Advanced Settings

Save + Close
Cancel

- After selecting your options, click the “Save + Close” button. On the “Respondus LockDown Browser Dashboard”, the quiz name will be appended by “Requires Respondus LockDown Browser + Webcam” indicating that Respondus has been applied for this quiz.

Respondus LockDown Browser Dashboard		Resources 
<p> New to Respondus Monitor proctoring? See this <a href="#">introductory video</a> and <a href="#">Rapid Rollout Guide</a>. Additional resources are available from the Resources Menu above.</p>		
Quizzes 	 LockDown Browser	 Proctoring
 Quiz 1 - Requires Respondus LockDown Browser + Webcam	Required	Respondus Monitor

Note: For the student to take the quiz, they will need to download and install Stetson’s version of the Respondus LockDown Browser which can be downloaded from <https://download.respondus.com/lockdown/download.php?id=513954030>