

# Respondus LockDown Browser (for instructors)

Last Modified on 10/16/2024 10:52 am EDT

**Respondus LockDown Browser** is a special web browser that helps prevent cheating during in-person proctored online exams (that take place in a classroom or computer lab) . Students take the exams using Canvas, but cannot use other programs, take screenshots, copy, paste, print, or navigate to other websites while the exam is in progress.

**Note:** LockDown Browser cannot be used for remote exam delivery; it is available only for in-person exams.

## Before You Start

- LockDown Browser **can only be used for in-person exams**
- LockDown Browser **cannot be used for remote exam delivery take-home exams or quizzes**, as only supervision can ensure that students are not using an additional device.
- If students will use LockDown Browser on personal devices or in a computer lab, contact the Courseware team at [courseware@wharton.upenn.edu](mailto:courseware@wharton.upenn.edu) *at least two weeks* before the first online quiz/exam, preferably.
- Plan to deliver a practice quiz using Respondus LockDown Browser beforehand to help familiarize students with the tool, so that students do not take extra time to set up on exam day.
- LockDown Browser is **not** compatible with iPads for exams using Canvas New Quizzes. Please ask students to use a Windows or Mac laptop for these exams instead. Alternatively, you can offer them a paper copy of the exam.

## Enable Respondus LockDown Browser

Before your students can take quizzes/exams using LockDown Browser, it must be enabled for the course.

[Read More](#) ▢

## Using Excel with LockDown Browser

LockDown Browser includes a basic spreadsheet tool that enables .xls/.xlsx spreadsheets to be viewed and edited during an exam session. LockDown Browser has its own basic, built-in spreadsheet function that allows students to use a spreadsheet, but with limited functionality. This functionality is available for Windows, Mac, and iPad editions of LockDown Browser.

To **enable the spreadsheet** function in LockDown Browser, use these steps:

[Read More](#) ▢

## Day-of-Exam Troubleshooting

If students are having trouble opening the quiz/exam with LockDown Browser, there are a few troubleshooting steps you can take on your own. You can also contact the Courseware team for assistance.

We recommend having paper copies of the exam as a backup for students who are unable to open LockDown Browser or log in with two-factor authentication.

[Read More](#) ▯

## Additional Resources

1. If you are wondering when to use Respondus LockDown Browser versus other approaches, watch Courseware's on-demand session, [Which Canvas Tool Is Right for My Exam?](#) [49:24] which discusses Respondus at length with a number of useful tips.
2. The following resources are helpful when applying the LockDown Browser to specific quizzes:
  - [Delivering Online Exams in-person](#)
3. In addition, these resources are helpful for students:
  - [Respondus LockDown for Personal Devices \(Students\)](#)
  - [Preparing to Take an Online Exam](#)

## Questions?

Contact: [Courseware team](#)

Email: [courseware@wharton.upenn.edu](mailto:courseware@wharton.upenn.edu)

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