**Using LockDown Browser and a webcam (Respondus Monitor) for Online Exams**

The sample wording below can be used in your course to explain that students must use LockDown Browser and a webcam (Respondus Monitor) for their online tests.  
  
[Download this text in a Word file](http://www.respondus.com/downloads/Monitor-Syllabus-Example.docx)   
  
**Using LockDown Browser and a Webcam for Online Exams**  
  
This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this [short video](http://www.respondus.com/products/lockdown-browser/student-movie.shtml) to get a basic understanding of LockDown Browser and the webcam feature.   
  
Then download and install LockDown Browser from this link:  
  
[NOTE TO INSTRUCTOR: INSERT YOUR INSTITUTION'S DOWNLOAD URL HERE]  
  
**Note: Don't download a copy of LockDown Browser from elsewhere on the Internet; those versions won't work at our institution.**

To take an online test, start LockDown Browser and navigate to the exam. (You won't be able to access the exam with a standard web browser.) For additional details on using LockDown Browser, review this [Student Quick Start Guide (PDF)](http://www.respondus.com/products/lockdown-browser/guides.shtml#student).  
  
Finally, when taking an online exam, follow these guidelines:  
• Ensure you're in a location where you won't be interrupted  
• Turn off all mobile devices, phones, etc.  
• Clear your desk of all external materials — books, papers, other computers, or devices  
• Remain at your desk or workstation for the duration of the test  
• If a webcam is required, make sure it is plugged in or enabled before starting LockDown Browser  
• LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted  
• If a webcam is required, you will be recorded during the test to ensure you're using only permitted resources