TAKING A TEST USING LOCKDOWN BROWSER WHEN LDB IS ALREADY INSTALLED

1. Close all programs, unless one is used to connect you to the Internet.
2. Locate the “LockDown Browser” shortcut on the desktop and double-click it. (For Macintosh users, launch “LockDown Browser” from the Applications folder.)
3. Choose Bb@ECU in the box that will display.
4. If prompted to close a blocked program (e.g. screen capture, instant messaging) choose Yes when prompted.
5. Login to your Blackboard course.
6. Navigate to the test and select it.
7. A pop-up window will ask whether the instructor has required a password for the test.

![Password Pop-Up](image.png)

**Note:** If a test password (such as the word “apple”) is required by the instructor to start the test, select the Yes option, enter the password, and click the Continue button.

**Note:** If the instructor did not set up the test with a password, the No option should be selected. Click the Continue button.

8. The test will then start. (Note, once a test has been started with Respondus LockDown Browser, you cannot exit until the Submit button is clicked.)

Questions? Contact Blackboard Administrators:
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