LockDown Browser

LockDown Browser is a feature of OnCourse that allows students to take a Test or Assignment in a distraction free window. While the students are taking the Assignment, they are locked in and no other applications are available for use.

Step by Step for Teachers...

- 1. Teachers, log in to **OnCourse**, and create a **New Assignment** or edit an existing Assignment in the **Classroom** tab of OnCourse.
- 2. Once you are in the process of creating or editing the Assignment, Click the **Assessment** tab.
- 3. Below the Assessment Tab, click the **Details** tab.
- 4. Click the + next to LockDown Browser. This will show a new line with a drop-down menu box that will either say **Yes** or **No**.

NEW ASSIGNMENT		SAVE AND PUBLISH ASSIGNMENT				
Settings 4	INSTRUCTIONS ASSESSMENT					
New Assignment	Items Item Bank Details					
Social Studies 8: 8140 👻	Time (6 Items)					
Social Studies 8 8140 - Everyone 🗙	 Navigation / Controls (11 Items) 					
4	🛨 LockDown Browser (1 Item)					
Due Date 4/23/2019 🛗 11:59 PM 🔻						
Due Date Options Mark Submissions Late 👻						
□ Schedule 4/23/2019 🛗 11:58 PM 👻						
Students to View Returned Assessment	4					
Assessment Type: Online Only 👻	4					
Scoring						
High 100 Use Checkmark to Score						
Add to Grade Book						
Marking Period 💌						
Category						
Non-Calculated Assignment						
Include Due Date in Name						

5. If the drop-down box says **No**, click the drop-down box and select **Yes.** This must be set to **Yes** or the New Assignment will not be able to be taken using LockDown Browser.

NEW ASSIGNMENT		SAVE AND PUBLISH ASSIGNMENT	SIGNMENT 🗙
Settings 4	JCTIONS ASSESSMENT		
Fake Quiz	Items Item Bank Details		
Social Studies 8: 8140 👻 🗈 Tin	ne (6 Items)		
Social Studies 8 8140 - Everyone 🗙 🐨 Na	vigation / Controls (11 Items)		
	kDown Browser (1 Item)		
Due Date 4/23/2019 🛗 11:59 PM 👻 Use Loc	skdown Browser Yes - 5		
Due Date Options Mark Submissions Late 👻 🗜 Cor	nfiguration (3 Items) Yes		
□ Schedule 4/23/2019 11:58 PM 💌	No		
Allow Students to View Returned Assessment			
Assessment Type: Online Only 💌	۰ Ca		
- Scoring			
High 100 Use Checkmark to Score			
- Add to Grade Book			
Marking Pariod			
Category			
Non-Calculated Assignment			
🗌 Include Due Date in Name			

6. Click **Save Assignment** or click **Save and Publish Assignment** if it is complete and ready for students to take. Click **X** to return to previous **Classroom** page.

- 7. Return to the **Classroom** page and in the left column, click the assignment you just created or edited. In this pictured example it is called **Fake Quiz**.
- 8. Click Tools and choose View Access Codes.

	CLASSES & GROUP	S MESSAGES O	CALEND	ARS ASSIGNMENTS ASSIGNMENT	BANK PERFORM	ANCE BANDS		
School:	Florence M. Gaud	ineer Middle Scho	ol	Teacher:			*	
🗎 New Assignment		Edit	🤸 Tool	s	Fake Q	U İZ 2019 Published	Online Only	Delivery
Social Studies 8: 8140	•		î A	ssessment Live Progress	1			
All Marking Periods	-	Actions 💌	D Y	iew Access Codes	snments and pul	olish grade		Qu
View All Active	Returned			iew Assessment Report	- Colomitteed	Culturalization	<u></u>	Canda I A
India Partition DBO Essav		U	b		Submitted	Submissio	< cine	s Grade / 4
			° 🔍	dd to Assignment Bank				
India DBQ - CQA			XTS E	xport Student Grades				
India DBQ - CQA	¹		💄 s	how Dropped/Transferred Students				
Partition of India DBQ Documents			Î •	elete				
Partition of India DBQ Documents								
Fake Ouiz								
Modern African Culture								

9. Write down the **Assessment Code**, it will need to be given to the students to access the Assignment.

			Welcom	e back Nick Dial 🚨 My Account 📑	🕏 OnCol	urse University 🛛 Support 🕞 Logout
6	CLASSES & GROUPS	MESSAGES CALENI	DARS ASSIGNMENTS ASSIGNME	ENT BANK PERFORMANCE BAND	s	
Sch		ASSES	SMENT ACCESS CODES		×	*
🔚 New Assignmen	Instructions: Students r assessment code along v	need to point their brow with their individual co	vsers to the s://www.oncourseco	nnect.com/test and enter the assessment.		Online Only Delivery
Social Studies 8: 8140	Assessment Code: QKT	/вү	Search Stude	nts	Q	
All Marking Periods	Last Name	First Name	Access Code	Accessed On		Quickfill
View All Active			QWEDPN	3/22/2019 8:41:34 AM	-	Cmts Grade / 40
India Partition DBQ Essay						
India DBQ - CQA						
India DBO - COA						
Partition of India DBQ Documents						
Partition of India DBQ Documents						
Fake Quiz						
Modern African Culture				Close Ex	port	

- 10. Have your students go to **Self Service** and download **LockDown Browser**.
- 11. Students will not be able to access the Assignment through their normal OnCourse Classroom tab because it will give them a message saying **Assessment Blocked**.
- 12. Students will need to access the Assignment at <u>www.oncourseconnect.com/test</u>. They will enter the Assessment Code. They will also need to know their **OnCourse ID** and **Password** before they can take the Assignment. If they do not know it, it can be reset. For help with resetting a password, just ask a member of the Tech Team.

LockDown Browser

Step by step for Students...

- 1. Go to Self Service and download LockDown Browser.
- 2. Save and Quit any Applications that are open, except **Google Chrome**. Go to <u>www.oncourseconnect.com/test</u> in Google Chrome.
- 3. Ask your teacher for the Assessment Code and enter it in the first field.
- 4. Enter your OnCourse ID and Password in the bottom two fields. Then click Log in

	& oncourseconnect
	Testing Center
3 -2	Enter a test code (required) Test Code
	and a student code, Student Code
4.	or your login Enter Username
	Log in

5. Click the second link, "Click to open the assessment in the LockDown Browser"



6. If you get the message below, it means you have not Quit some other Applications. You can click **Kill these applications**, but you will lose anything that is unsaved. To save your work, choose **Quit LockDown Browser OEM** first and then repeat steps 2-5.

