INDIAN HILLS
COMMUNITY COLLEGE

Faculty Tutorial:

View LockDown Browser and Monitor Exam Results

Purpose: An ongoing concern in education is ensuring the validity of online testing. In order to be able to provide high-quality courses to our students, we need to be able to address this issue. That is why Indian Hills Community College requires that Respondus LockDown Browser *and* Respondus Monitor be enabled for all tests/exams taken within MyHills.

This tutorial demonstrates to faculty how to set up both Respondus LockDown Browser and Respondus Monitor.

After accessing your course in MyHills, select "**Course Tools**" in the "Course Management" menu. In the expanded "Course Tools" menu, select "**Respondus LockDown Browser**."
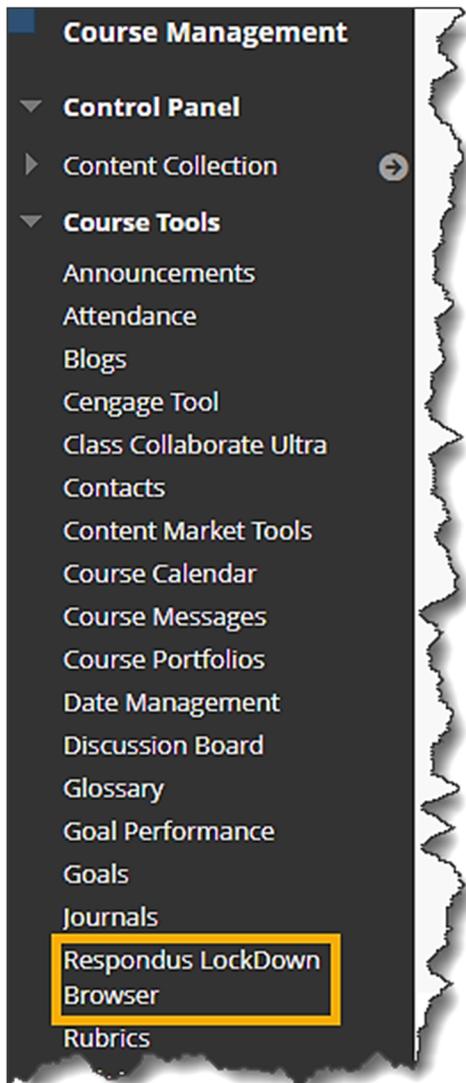
Click the drop-down arrow next to the test for which you want to view the Respondus results. Then, select "**Class Results**."
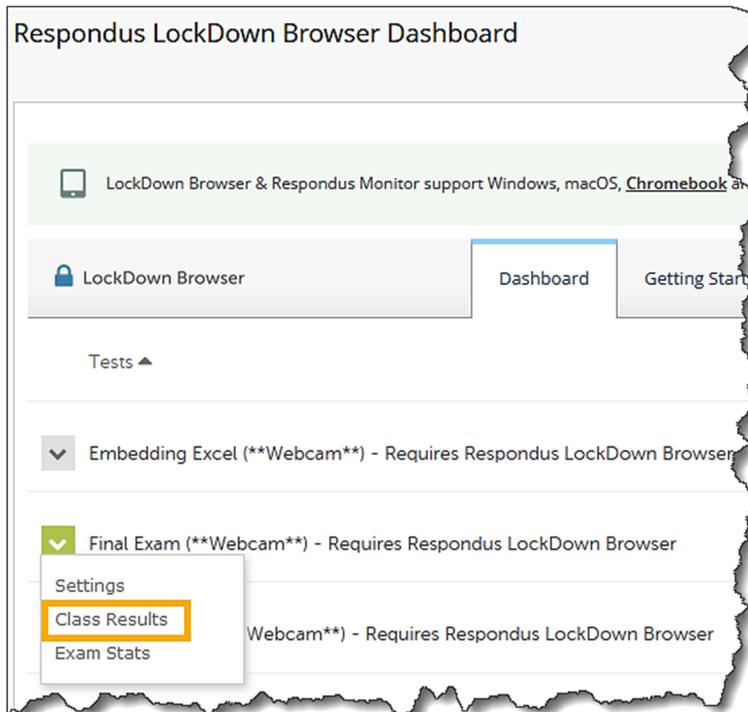
A summary of the results for the selected assessment will appear. At the top, the number of attempts "completed" and still "processing" will be shown, as well as the number of students who have not yet taken the test ("not attempted"). Under that, the number of attempts within each priority category ("high priority," "medium priority," and "low priority") will also be shown.
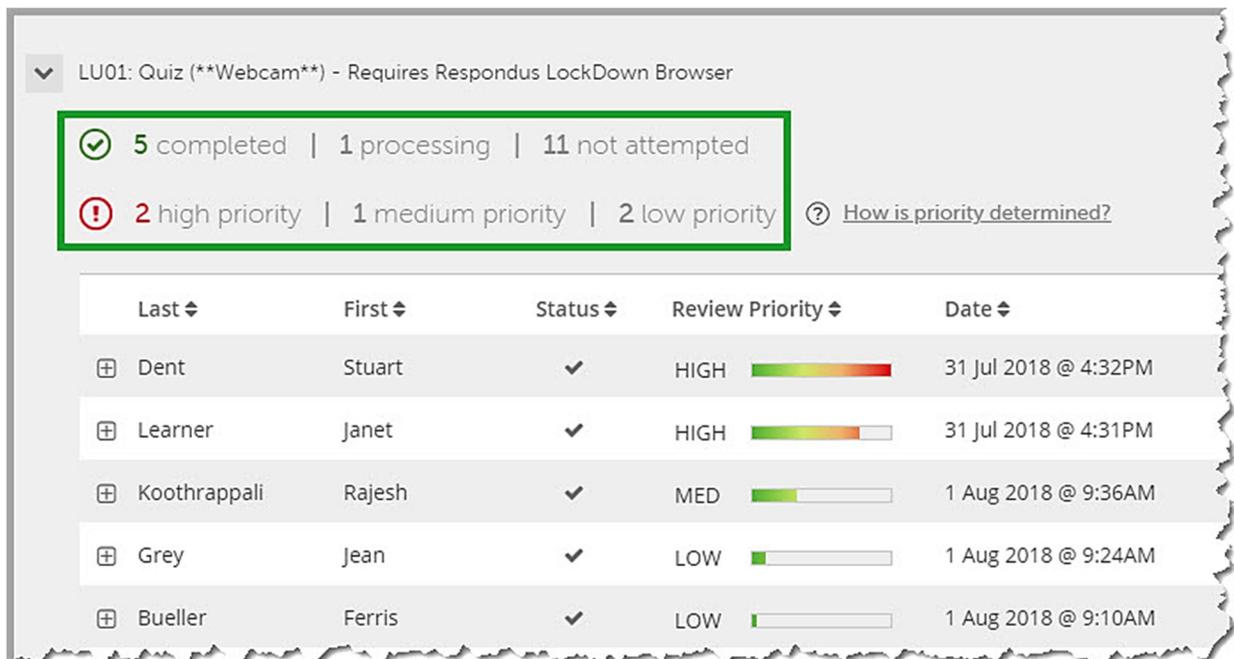
Below the summary, your class roster will be shown. By default, student results will be listed by "Review Priority." Results with a "HIGH" "Review Priority" will be listed first, followed by those with a "MED" priority, and then those with a "LOW" priority.

You can also sort your roster by any of the other categories listed. To sort by a category, click the category title. Each category can be sorted in ascending or descending order. Click the category title once to sort the category in ascending order. Click the category title again to sort the category in descending order.

To view an individual student's results, click the "**+**" (plus sign) to the left of his/her last name.

The video of the student taking his/her exam will be available. Use the controls below the video window for video playback. The controls from left to right are skip backward 10 seconds, rewind, play/pause, fast-forward, and skip forward 10 seconds.

To the right of the video window, a box containing a summary of the student's results will be shown. The information here will consist of "Priority for Review," "Number of Flags," "Total Flagged Time," and "Facial Detection" (percentage).

Note: The color of the box for "HIGH" and "MED" priority is red. The color of the box for "LOW" priority is gray.

Below the summary, a list of timestamps for each flag, as well as the explanation for each flag will be shown. Click the timestamp to be taken to that point in the video.

Note: Flags include, but are not limited to "Missing from Frame," "Different person in Frame," "Multiple persons in Frame," and "An Internet interruption occurred."

Check the box next to "Milestones" to include the timestamps for the "Pre-Exam," "Exam Start," and "End of Exam."
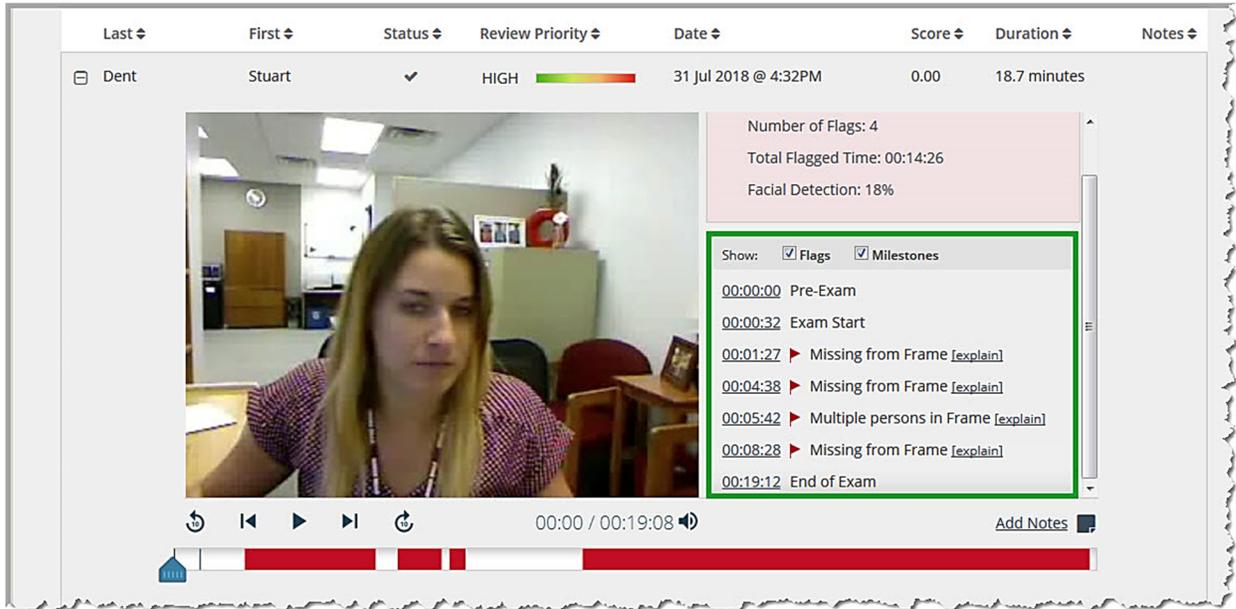
The video timeline will be shown under the video. The timeframe for flagged events will appear in red.
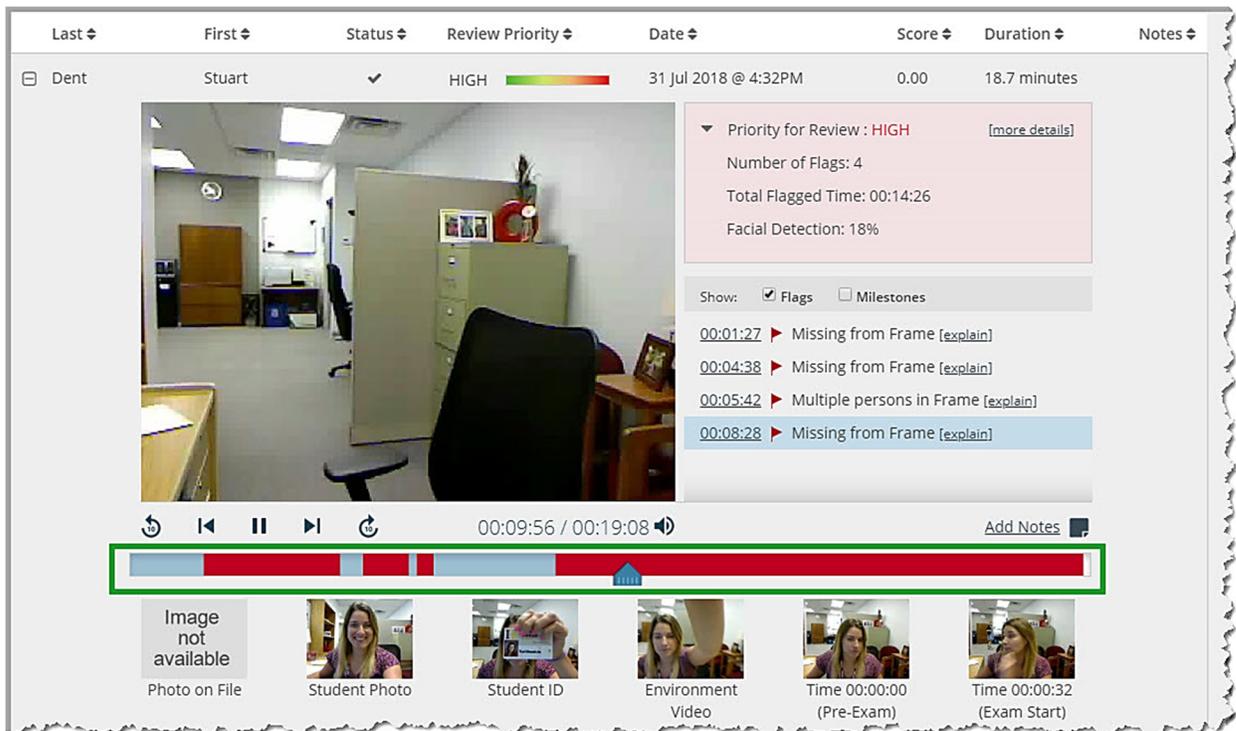
Thumbnail images for a variety of video clips are located below the video timeline. These clips include the "Startup Sequence," as well as random video clips.

To add any additional notes to a student's summary, click "**Add Notes**."

When finished with the individual student's summary, click the "-" (minus sign) to the left of his/her last name.

Your class roster will reappear in order of "Review Priority."

Congratulations! You now know how to view Respondus Monitor Video Results.

———————————————— **Office of Online Learning** ————————————————

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*For further assistance on this topic or other technical issues, please contact the **IT Help Desk**
Phone: (641) 683-5333 | Email: helpdesk@indianhills.edu | Web: www.indianhills.edu/helpdesk*