

Submitting assignments in LockDown Browser

LockDown Browser Powered by Respondus is an assignment security measure that instructors can enable on timed Gradescope assignments. LockDown Browser takes you to a secured browser window and prohibits you from opening additional windows or applications until you're finished working. Follow the steps below to learn how to install ([Page 1](#)) and submit assignments ([Page 2](#)) in **LockDown Browser**.

Operating Systems: LockDown Browser is compatible with **Windows** and **Mac OS**, but **not Chrome OS**.

Setting up LockDown Browser

1. **LOG IN:** Log in to Gradescope. Click on the course and then the assignment you'd like to work on. A dialog box will appear.
2. **DOWNLOAD:** In the dialog box you'll find the assignment due date, release date, and the number of minutes you will have to complete your assignment. You will also see a link to install **LockDown Browser by Respondus** on a Mac and a PC. Click the **installation link** appropriate for your computer to begin downloading the installation files.
3. **INSTALL:** After the files have finished downloading, you can begin installing them. Typically you can do this by double-clicking, opening, or extracting the files, and your computer will give you a series of instructions to follow on your screen. You should see a success message on your screen when the installation is complete.
4. **START:** Once you've successfully installed **LockDown Browser**, click **Start Assignment**. Another dialog box will appear asking if you want to open the tool. Click **Open LockDown Browser OEM**. Then, click **Start Assignment** again. **LockDown Browser** will let you know if there are any programs running in the background that you need to close before continuing. The timer will not start until you can see the assignment questions, and the timer will be visible on your screen while you work.

Online Assignment - LockDown Browser

RELEASE DATE (PDT) Aug 05 at 9:00AM	DUE DATE (PDT) Aug 31 at 9:00AM
---	---

MAXIMUM TIME PERMITTED
70 minutes

This is a timed assignment. You can start the assignment any time until the due date and have at most 70 minutes to finish. You should start by Aug 31 at 7:50AM (PDT) to have the full time available to you. Submissions will not be accepted after the time expires or after the due date.

Please note that once you exit the assignment, you cannot return.

This exam requires LockDown Browser Powered by Respondus. If you click the Start Assignment button and nothing happens then you need to install the browser using one of the links below.

DOWNLOAD LOCKDOWN BROWSER POWERED BY RESPONDUS
Windows: [Download](#)
Mac OS X: [Download](#)

After downloading, open/run the EXE (Windows) or extract the files and run (OS X).

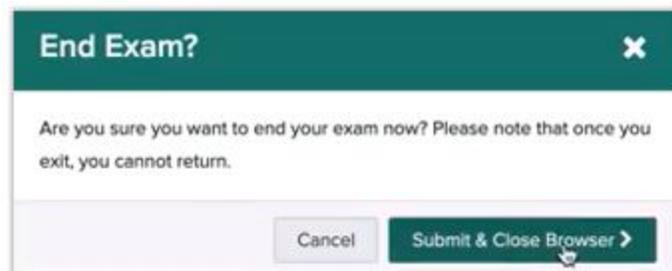
[Start Assignment](#)

Working in LockDown Browser

1. **ANSWER:** Once you start your assignment, read each question carefully, and pay special attention to how your instructor has asked you to provide your answer. You could be asked to provide answers to more complex questions in multiple ways. You may also have a calculator and printing capabilities that you can access as you work. Check for a **printer** or a **calculator icon** along the top of your screen.

File uploads: If an answer field says “Please select file(s),” then your instructor would like you to upload a file for that question. Check out [Tips for file uploads](#) below for how to do this while in **LockDown Browser**.

2. **TRACK:** As you work, you can track how many questions you’ve finished and how many you have left along the top of your screen. Your answers will be autosaved as you complete them. You will not have a button to submit each one. You can also track how many minutes you have left by checking the timer at the top of your screen. You can hide or re-reveal the timer if you’d like.
3. **SUBMIT:** When you’re finished with the assignment, select **End Exam** and then **Submit & Close Browser** to complete your work. Once you exit, **you will not be able to reopen or resubmit the assignment** even if there’s time still left on your timer. If something goes wrong while you’re working or you accidentally end the assignment early, contact your instructor once the assignment is over. Your instructor will be able to submit work for you if needed.
4. **VIEW:** Select **View Your Submission** to see the work you submitted. Please note that, depending on your instructors’ settings, you may not be able to access your submission again until after grades are published.



Tips for file uploads

- **File is on the computer I’m using:** Click **Select File** on your screen > locate the file > click **Upload**.
- **File is not on the computer I’m using:** You will need to share it from a mobile device to your computer, but you will not be able to access email on your computer once you have started an assignment in LockDown Browser. First, on your mobile device, either find the file, take a picture of your work, or use a scanning app to scan it. Then, share it from your mobile device to your computer via a file-sharing service that you have accessed from both your phone and your computer before (e.g., **AirDrop**, **Google Drive**, **Dropbox**, etc.) Once the file is shared, you can click **Select File** on your screen > locate the file > click **Upload**. Be sure to contact your instructor after you finish the assignment if you run into any issues while uploading a file. Your instructor will be able to submit the file for you.