Exam Procedure Notes (AU15)
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LockDown Browser Lab
- The University License for Respondus LockDown Browser expired on Oct 1, 2015
- Dan Vehr and Doug Mills have corrected this issue
- Below are the instructions for the "workaround"

How to get to the MC Portion in Carmen
1. Go to Start menu and search for "Lock"
2. Select the "LockDown Browser Lab" program from the menu
3. Once open, this dialog box may appear:

![Choose Server Dialog Box]

4. Select "Carmen" from the dropdown menu and hit "OK"

![Choose Server Dialog Box with Carmen Selected]

5. Tell students to log in to Carmen using their normal Carmen login info
6. The quiz is "Midterm 1 Multiple Choice (AU15)"
7. Once students start the MC quiz, they MUST finish it before moving on in the exam