

How to take Proficiency Exam in Blackboard & Respondus system:

1. Use ONLY a computer (not mobile phones, tablets, etc.) and CHROME browser.
2. Download the Respondus software and set it up onto your computer. Here is the link:
<https://download.respondus.com/lockdown/download.php?id=763129592> Click “INSTALL NOW” button on this page. Click on the file and set it up onto your computer.
3. Go to Chrome browser as usual, log into Işık Blackboard, find your Exam area “SFL_Proficiency_Exam_2020”
4. Find & click your exam. Click this button “Launch Lockdown Browser”
5. It will take you the Respondus browser. Click “Start Quiz”.
6. Follow the instructions until you see “Begin Exam” & “Start attempt”
7. At the end of the exam, click “Finish attempt” >>> “Submit all and finish” and click “Exit Browser”. You will come back to Blackboard Exam Area on Chrome browser.
8. Repeat steps 3-4-5-6-7 for the other exams.

Possible Problems:

1. Respondus browser may freeze: Close Respondus and other programs (except Chrome) and try again.
2. Respondus may warn you for face detection: Show your full face to the camera
3. Respondus may terminate your exam: DO NOT TRY TO OPEN ANY OTHER PROGRAMS DURING THE TEST (INCLUDING CHROME). If your exam is terminated, you should repeat the above steps 3-4-5-6-7 to re-take your exam and continue from where you left. However, you may get a zero “0” after your exam is examined by the teachers.
4. In case you have a problem during taking the exam, write to sflinfo@isikun.edu.tr

Useful Resources To Learn About Respondus Lockdown Browser & Monitor:

1. [Introduction to Respondus LockDown Browser for Students](#)
2. [Student Perspective \(LockDown Browser & Respondus Monitor\)](#)
3. [Student Quick Start Guide](#)
4. [System Requirements & Download Page](#)
5. [Troubleshooting for Respondus Lockdown Browser & Monitor](#)
6. Youtube has loads of videos that explain this system. Just type the keywords “Respondus / LockDown Browser/ Respondus monitor”
7. You can check your settings before the real exam by using the Help Center in Respondus Browser. Log into your Blackboard courses within Respondus and find your Exam area. You will see this button at the top of the page.

