

Creating Exceptions to Respondus LockDown Browser in Achieve

This resource is for instructors and teachers using Achieve. It includes guidance on accommodating students who may need an exception to using Respondus LockDown Browser. For example, a student's assistive technology may run into unexpected incompatibility issues with Respondus, or a student may have a disability accommodation that requires alternatives to using Respondus.

Creating Groups

Start by creating two student groups that will allow you to quickly apply exceptions to using Respondus LockDown Browser. This group feature can also be used for other accessibility purposes, including exceptions to certain assignments based on the assignment content or extended time needs.

To create a group, begin by following the instructions outlined in this support article on how to [Create and edit groups for assignment exceptions in Achieve](#).

Apply these instructions to create two groups:

1. **“Use Respondus LockDown Browser”**: The student(s) who will be using Respondus
2. **“Exclude from Respondus LockDown Browser”**: The student(s) excluded from using Respondus

Creating an Alternative Assignment

To make student exceptions to Respondus LockDown Browser, you will need to create two versions of the assignment: one with Respondus and one without.

Creating Assignment with Respondus LockDown

Begin by following the instructions outlined in this support article to create the first assignment that requires Respondus LockDown Browser: [Enable Respondus in an Achieve Assessment](#).

Under the **Assign To** field, select the group of student(s) that you named **“Use Respondus LockDown Browser”** from the drop-down menu.

Resource Details

Activity Title

Copy of Achieve Orientation Quiz [Edit](#) 

Student Access

Access Settings

- ☒ Assign to students
- ☐ Available to students, but not assigned
- ☐ Private, hidden from students

Assign to

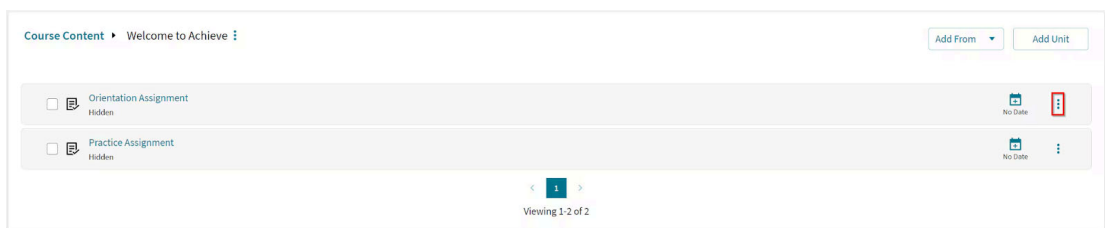
Everyone

Use Respondus LockDown Browser *Group with 2 students*

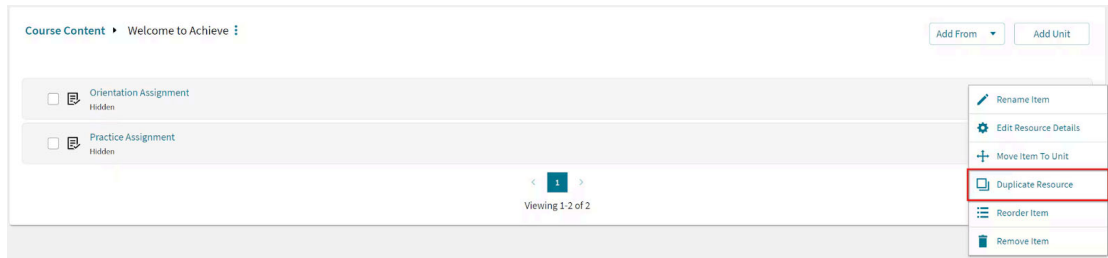
Exclude from Respondus LockDown Browser *Group with 2 students*

Creating Duplicate Assignment without Respondus LockDown

After you create the first assignment, you will need to duplicate it. On your course home page, select the three dots icon to the far right of the assignment.



Select the **Duplicate Resource** option in the three dots edit menu.



After selecting the **Duplicate Resource** option in the three dots menu, you will be redirected to the resource detail page of the new copy. By default, all settings will match those of the original resource, except for the Resource Name, which will be "Copy of [Original Resource Name]."

Under the **Assign To** field, select the student group that you named **“Exclude from Respondus LockDown Browser.”**

Resource Details

Activity Title

Copy of Achieve Orientation Quiz [Edit](#) 

Student Access

Access Settings

- ☒ Assign to students
- ☐ Available to students, but not assigned
- ☐ Private, hidden from students

Assign to

Everyone

Use Respondus LockDown Browser Group with 2 students

Exclude from Respondus LockDown Browser Group with 2 students

Under **Respondus LockDown Browser**, toggle the button that says “Don’t require Respondus LockDown Browser for this activity”.

Respondus LockDown Browser

- ☒ Don't require Respondus LockDown Browser for this activity
- ☐ Require Respondus LockDown Browser for this activity

To accommodate students excluded from using Respondus LockDown Browser, continue repeating this process of creating an alternative assignment for all of the assignments that use Respondus.