

## AP CLASSROOM

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# How-to Guide: Secure Online Testing Using the LockDown Browser

Updated: February 14, 2020

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## Introduction

AP Classroom works with the LockDown Browser, a free secure browser that enhances the security of online testing by restricting student access to the internet. Two steps are necessary for students to use the LockDown Browser:

Download the LockDown Browser onto Student Computers and Tablets

Perform a Secure Readiness Check to make sure the LockDown Browser is installed correctly

You may need your school's information technology staff to assist you and your students with these steps, which are detailed below.

### Step 1: Download the LockDown Browser onto Student Computers and Tablets

The LockDown Browser must be installed on each computer or tablet that students will use to take secure assessments. ***Please note that mobile phones cannot be used on secure assessments***, as they cannot be used to securely administer assessments and do not work with the LockDown Browser.

The LockDown Browser can be used on the following devices:

Windows or Mac computers (using Chrome, Firefox, or Safari 10 or higher)

iPads (iOS 12 or higher)

School-managed Chromebooks (requires installation of a Chrome Extension that must be run in kiosk mode)

The installation steps and requirements are different for each device type. Please identify the appropriate scenario(s) for your school. Then, follow the instructions to install the LockDown Browser on the computers and devices that students will use.

## Scenario 1

Your school supplies Windows, Mac computers, iPads (iOS 12 or higher) or Chromebooks to students, but students don't have administrator rights to those computers (the ability to download, install, and execute software). Use the links [on this page](#) to download and install the LockDown Browser on the computers and devices that students will use to take the exam. Please note that alternate or older versions of the LockDown browser may not allow students to take the exam.

For Windows computers, install "Windows Lab Edition" (EXE or MSI).

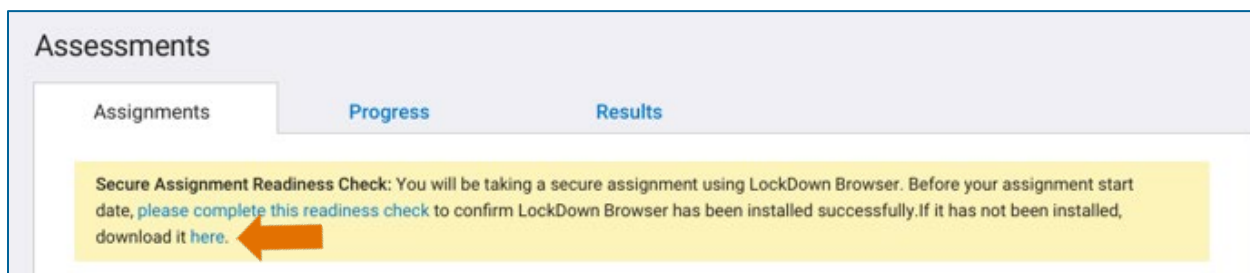
For Mac computers, install "Mac OS X Edition."

For iPads (iOS 12 or higher), please download and install the LockDown Browser App on each iPad using the URL below. If your school uses an iPad management interface, you'll need to push out this App to the iPad devices.

For school-managed Chromebooks, please refer to the Chromebook installation instructions later in this document. The LockDown Browser Chrome Extension must be run in kiosk mode.

## Scenario 2

Students own their Windows computer, Mac computer, or iPad (iOS 12 or higher), and they have administrator rights to those devices (the ability to download, install, and execute software). Students can download and install the LockDown Browser by clicking the download link in the yellow banner in the platform (shown on the Assessments tab). No action is needed by the technology administrator.

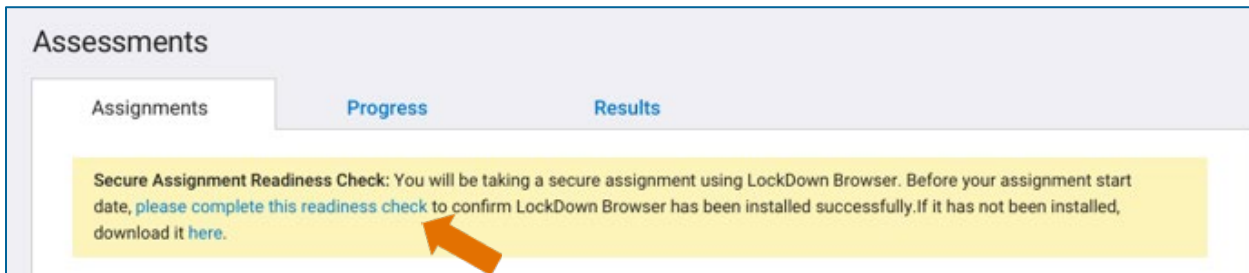


## Step 2: Secure Assignment Readiness Check

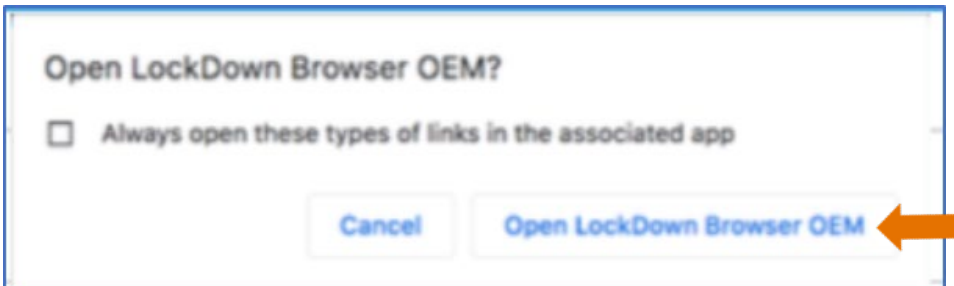
Once the LockDown Browser has been installed on the devices that students will use to take secure assessments, each student needs to complete a Secure Assignment Readiness Check.

Students should log in to the platform using the devices that will be used for the final exam. Students using Windows or Mac computers should use Chrome, Firefox, or Safari 10 or higher. Students using iPads (iOS 12 or higher) should use Safari. Students using Chromebooks should select “College Board” from the Apps link and log in to the platform.

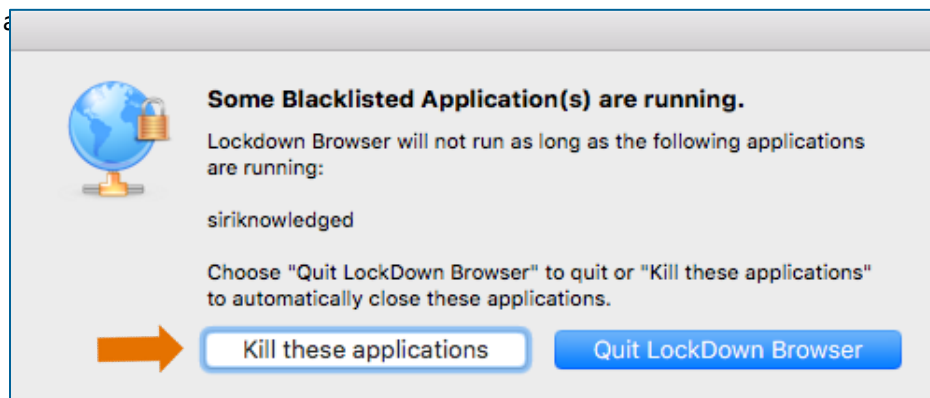
On their Assessments tab, students will see a yellow banner as shown below.



When students click the “please complete this readiness check” link, they will see a pop-up to open LockDown Browser. After they click “Open LockDown Browser,” the readiness check will launch.



The LockDown Browser requires certain applications to close. If the pop-up shown below appears, click “Kill these applications.”



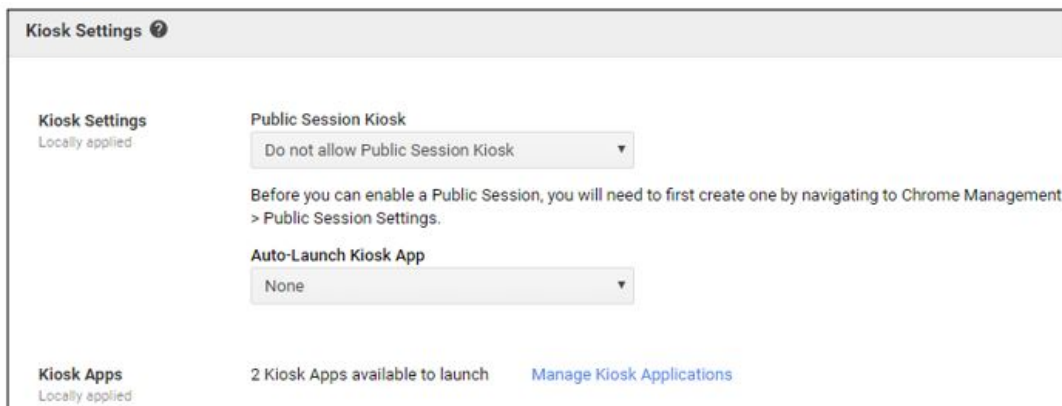
When the readiness check has launched, students should answer the six sample questions. Then, they should click “Submit” and exit the LockDown Browser. After doing so, they have successfully completed their readiness check.

If a student’s exam didn’t launch successfully, check the student’s device to see if the LockDown browser is installed or ask your technology administrator for assistance. If technical issues persist, please contact AP using the “Help” option at the top of this screen.

# College Board LockDown Browser for Chromebooks

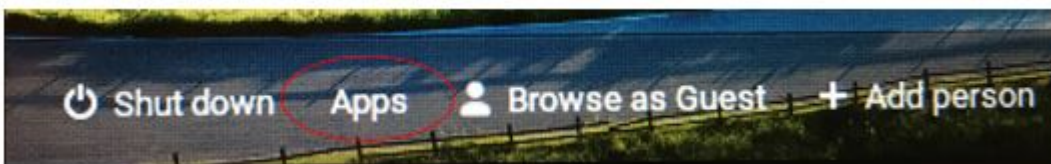
The College Board LockDown Browser for Chromebooks is a Chrome Extension that must be run in kiosk mode when Chromebooks are centrally managed with Chrome Device Management. The following instructions describe how to install the College Board App using Chrome Device Management.

1. Login to the Google Suite admin console at <https://admin.google.com>
2. Select “Device Management” and then “Chrome Management” under Device Settings.
3. On the next screen select “Device Settings” and then scroll down to the “Kiosk Settings” section.
4. Select the “Manage Kiosk Applications” link.
5. Select “Chrome Web Store” and enter the College Board App ID: lhfmngiffjjhdjgkfdhbifhndddmjko and press enter. When the College Board App appears, select “Add” and then “Save”. The College Board App will now appear on the login page of the managed Chromebooks.



## The Student Experience

Students should select “College Board” from the Apps link on their login screen.



When the College Board App launches, students should log in to the platform and navigate to their assessment. The student will be locked into the testing environment until the assessment is submitted. Once the assessment is submitted, the student must either restart or sign out of the Chromebook device.

## Proxy Server Troubleshooting

If you receive an error from the College Board App about not being able to connect to the Internet, there may be a problem with a proxy server. Kiosk mode does not work with proxy servers unless a network configuration is defined and applied “by device” instead of “by user”. The following steps can be followed to set up the network configuration “by device”.

1. Login to the Google Suite admin console at <https://admin.google.com>
2. Select “Device Management” and then “Network” under the Device Settings.
3. Select WiFi or Ethernet. If no networks are defined, then select “Create”.
4. Enter the setting for your network. On the proxy settings, configure the proxy as required and be sure to select “by device” in the “Apply network” section.
5. The final step is to validate that everything is set up correctly. To do this, we recommend testing the network settings with the generic "Kiosk" App with App ID: afhcomalholahplbjhnmahkoekoijban

This App allows you to configure an arbitrary URL (such as <https://www.collegeboard.org/>) which is displayed when the App enters Kiosk mode. Once networking has been validated with the Kiosk App, you can be confident that The College Board LockDown Browser for Chromebooks will be able to connect to the Internet via the proxy server.

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