

Installation and Setup

Only instructors can download and install Respondus 4.0 on their computers. To download Respondus Test Manager,

1. https://astate-my.sharepoint.com/personal/kdownum_astate_edu/_layouts/15/embed.aspx?UniqueId=cf79f08d-32d7-4342-a0eb-37adb2c3339d

2. Note the Institution Name and Local Support Contact.

Institution Name:	Arkansas State University
Local Support Contact(s):	Antonia Jones anjones@astate.edu
	Canvas Team canvas@astate.edu

- You will need this information when you begin installing Respondus 4.0
 - We recommend that you do not close this web page, so that you can copy and paste the required information when installing Respondus 4.0
3. Once saved to your computer, run the file and follow the installation instructions.
 4. When installing the software, you will require an Installation Password.
 - To receive the current password, email CETL@AState.edu or the Local Support Contacts from your A-State account.
 - You will need to update this password once a year in July.

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