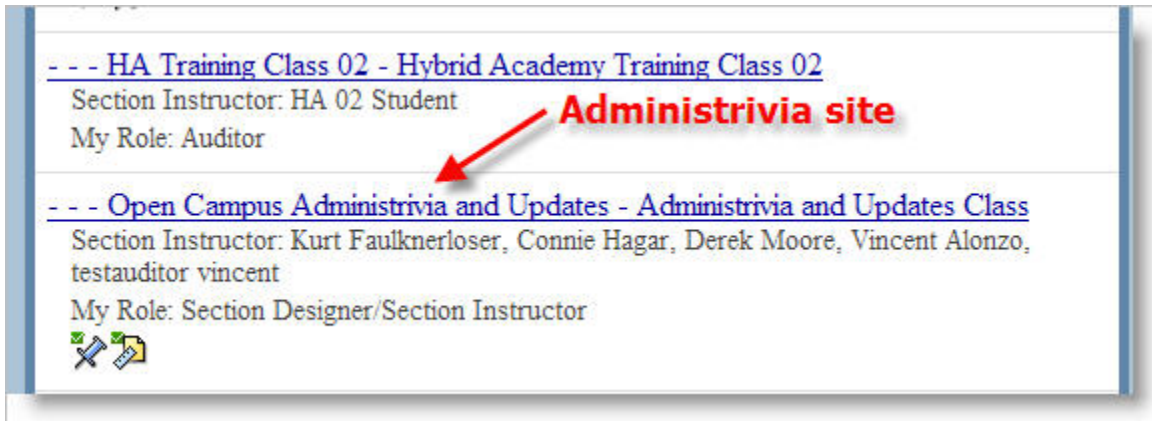


RE: Getting **Respondus** onto your office computer


You should have a link to the Administrivia site on your Blackboard CE 8 list of courses.



- - - [HA Training Class 02 - Hybrid Academy Training Class 02](#)  
Section Instructor: HA 02 Student  
My Role: Auditor

**Administrivia site**

- - - [Open Campus Administrivia and Updates - Administrivia and Updates Class](#)  
Section Instructor: Kurt Faulknerloser, Connie Hagar, Derek Moore, Vincent Alonzo, testauditor vincent  
My Role: Section Designer/Section Instructor



If you don't have it on your list, fill out the Faculty Assistant form at <http://opencampus.com/faculty> (on the left side under the heading of **Faculty Links**.)

In the **Administrative** link you'll see that **Respondus** is one of the free programs available to you in one of the links on the Home Page.



# Administrivia

**Select the Software link**

 [Faculty Forms \(WebCT Student Removal, Class Prep, Faculty Assistance, Class Combination\)](#)

 [Software \(LockDown Browser, TurnItIn, Respondus, StudyMate\)](#)

 [Contacts](#)

Next,

# Software

## **Select *Respondus New Release 3.5***

### [Turnitin Tutorial Files](#)

How to use Turnitin to detect plagiarism inside or outside of your Blackboard class.

### [Respondus New Release 3.5](#)

Use Respondus to upload your tests made in MS Word.

### [Respondus LockDown Browser](#)

Prevent students from leaving the quiz area and surfing the Internet or emailing, etc.

### [StudyMate](#)

Create ten Flash-based activities and games using three simple templates. StudyMate will import items from MS Word files and publisher test banks, making it easy to create interesting, interactive activities from existing content.

### [2007 Office Converter](#)

Don't have MS Office 2007, yet? Download this file to open MS Office 2007 files with MS Office 2003.

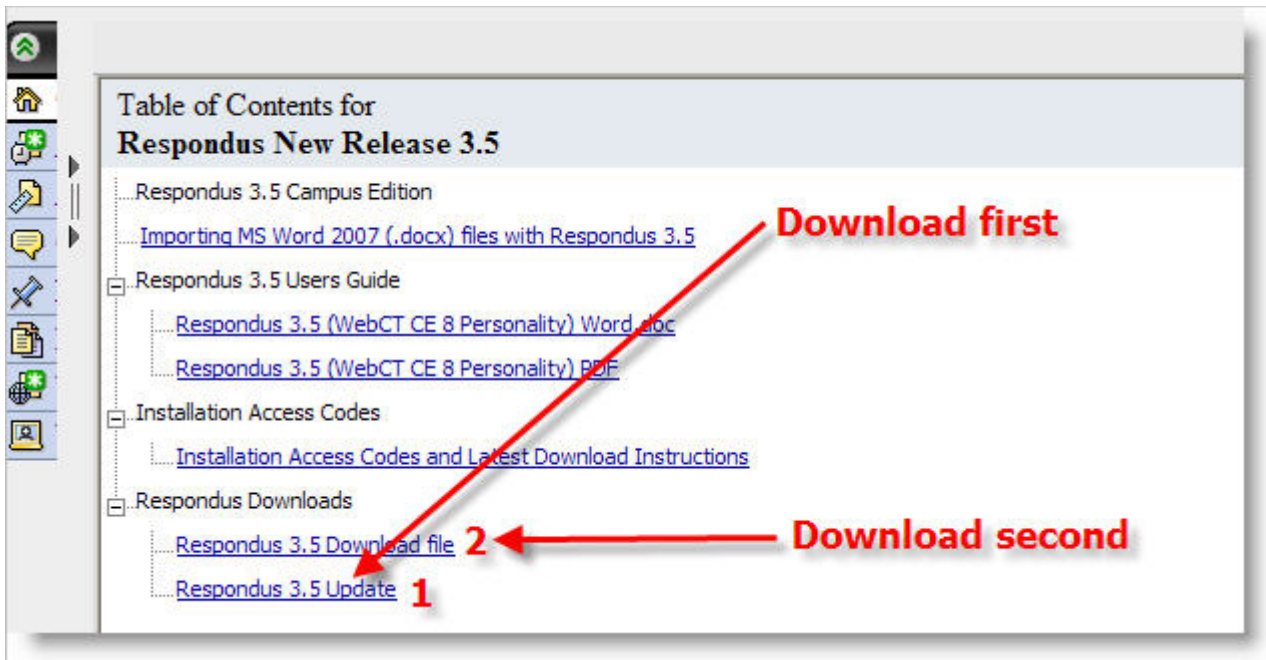
**For more information or a Turnitin account, please use the [Faculty Assistant Form](#).**

Table of Contents for  
**Respondus New Release 3.5**

- Respondus 3.5 Campus Edition
- [Importing MS Word 2007 \(.docx\) files with Respondus 3.5](#)
- Respondus 3.5 Users Guide
  - [Respondus 3.5 \(WebCT CE 8 Personality\) Word.doc](#)
  - [Respondus 3.5 \(WebCT CE 8 Personality\) PDF](#)
- Installation Access Codes
  - [Installation Access Codes and Latest Download Instructions](#)
- Respondus Downloads
  - [Respondus 3.5 Download file](#)
  - [Respondus 3.5 Update](#)

**In this link there is an installation code. Copy it. Remember Riverside Community College and either Vincent's or Derek's email address.**

Now, go back on the breadcrumbs at the top by selecting *Respondus New Release 3.5*.



OK, now you should have Respondus on your office computer. When you use it and you have set your passwords, save them and the Respondus program's shortcut will be on your computer desktop for future use.

*Connie*